

# Tuxedo Board of Education- Regular Meeting

Thursday, February 11, 2021

Tuxedo Union Free School District  
Board of Education  
Google Meet Video Conference

6:30PM

Generated by Kristine DiFrancesco on Wednesday, February 24, 2021

## **Members present**

Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

## **Meeting called to order at 6:30 PM**

### **1. Meeting Opening**

**Procedural: 1.1 Call to Order**

**Procedural: 1.2 Pledge of Allegiance**

**Procedural: 1.3 Roll Call and Quorum Check**

**Action: 1.4 Approval of the Agenda**

Motion to approve the agenda.

Motion by Meg Vaught, second by Michael Arone.

Final Resolution: Motion Passed

Yes: Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

### **2. Executive Session**

**Action: 2.1 Enter into Executive Session**

Motion to enter into Executive Session for the purpose of a personnel discussion.

Motion by Meg Vaught, second by Michael Arone.

Final Resolution: Motion Passed

Yes: Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

**Action: 2.2 Return to Public Session**

Motion to return to public session.

Motion by Meg Vaught, second by Kimberly Breiland.

Final Resolution: Motion Passed

Yes: Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

**Action: 2.3 Possible Action from Executive Session**

None

### **3. Public Comment**

**Information, Procedural: 3.1 Guidelines for Public Comment**

None

#### **4. Administrators' Reports**

##### **Information, Reports: 4.1 Elementary School Principal's Report**

Principal Brown reported that Pre-K and Kindergarten registration is now open and some students had already registered. He thanked Ms. Lyons for the new art project in the front lobby of GGM. He thanked Ms. Blume and Ms. Klimowich for valentines that were brought over to the senior center. Ms. Mui has started the Read Across America program and information will be coming out. Ms. Golden created a resource page for ENL program. School pictures are being rescheduled again. Cases of water were supplied to classrooms due to the boil water advisory.

##### **Reports: 4.2 Middle/High School Principal/Superintendent's Report**

Interim Superintendent Scariano honored Diane Winne on her upcoming retirement. A letter went out to parents with information about the upcoming winter break and COVID-19 reminders. Ms. Scariano held another question and answer session in collaboration with the PTO. They were also working together on a parent survey. Ms. Scariano met with union leadership and will continue to meet on a weekly basis to discuss upcoming teacher evaluations and return to full in-person learning. The SEL committee convened to discuss a new social emotional learning program. The equity committee is meeting to discuss expanding programming beyond the upcoming equity training that will be provided by an outside firm. Ms. Scariano identified 9 past due state reports and completed 6 with the other 3 expected to be complete by the next BOE meeting. The district website has been updated to include a link to the NYS COVID-19 report card so staff and parents can see updated cases. Ms. Scariano met with coaches to discuss high risk sports. She recommended the approval of high risk sports to the BOE with inclusion of daily mandatory testing for students and coaches. Horizon family medical would conduct that testing on site at the district. She also recommended other non-high-risk sports be approved without the need for daily testing. Ms. Scariano recognized Ms. McGowan and the Ethics Bowl team for their accomplishment in the event with Manhattanville college. Ms. Jones and Mr. Fitzsimmons put out a survey to students for ideas of new clubs from students. A review of programming for this current year and needs for the upcoming school year is in the works. Freshman students were given an introduction to Naviance by the guidance department. Harriman Staples made another donation of school supplies, Ms. Scariano thanked them for their generosity. Alex Scully will be the junior youth leadership representative. A number of new collage acceptances, scholarships and honors program invitations have been received by the senior class.

Ms. Breiland asked about SAT prep classes, recording of classes for later review by students, and if students in high-risk sports would be full remote.

Ms. Scariano reported that Ms. Park teaches an SAT prep course. Class materials are provided for students who miss class but the recording of classes would need to be further reviewed and discussed. For students in high-risk sports, they would not be required to go remote due to the value of in-person instruction and cleaning and testing protocols in place.

#### **5. OCSBA**

##### **Information, Reports: 5.1 OCSBA Report**

Meg Vaught reported on her most recent OCSBA meeting. Upcoming board of election voting was discussed and the collecting of signature for candidates. Guidance from the state was still expected on direction for the vote. Next year's convention is expected to place in-person in October in NYC with covid protocols. Funding is a concern for school districts during Covid. Mental health is also a concern for students and staff. Discussion about high-risk sports was another topic of conversation.

#### **6. Consent Agenda**

##### **Action (Consent): 6.1 Approval of Consent Agenda Items**

Resolution: Motion to approve consent agenda items 6.2-6.10.

Motion to approve consent agenda items 6.2-6.10. Remove 6.4

Motion by Daniel Castricone, second by Meg Vaught.

Final Resolution: Motion Passed

Yes: Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

**Action (Consent), Minutes: 6.2 Meeting Minutes 1-26-21**

Resolution: Motion to Approve Minutes from the 1-26-21 meeting.

Motion to approve consent agenda items 6.2-6.10. Remove 6.4

Motion by Daniel Castricone, second by Meg Vaught.

Final Resolution: Motion Passed

Yes: Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

**Action (Consent), Minutes: 6.3 Meeting Minutes 2-4-21**

Resolution: Motion to Approve Minutes from the 2-4-21 meeting.

Motion to approve consent agenda items 6.2-6.10. Remove 6.4

Motion by Daniel Castricone, second by Meg Vaught.

Final Resolution: Motion Passed

Yes: Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

**Action: 6.4 Officer Appointments**

Dan Castricone explained that an Interim Deputy Treasurer was being appointed to help with certain situations of check signing in the business office and that Kristine DiFrancesco was being appointed temporarily until a full analysis of the position could be done and the appropriate person/salary could be put in place. He asked that the resolution be amended to "Interim" Deputy Treasurer.

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| DEPUTY TREASURER | Kristine DiFrancesco |
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BE IT RESOLVED that Kristine DiFrancesco is appointed as Interim Deputy Treasurer for the remainder of the 2020-21 school year.

Motion by Daniel Castricone, second by Meg Vaught.

Final Resolution: Motion Passed

Yes: Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

**Action (Consent): 6.5 Assignment Compensation**

Resolution: Whereas the prior administration directed Ryan Fitzsimmons to be the teacher of record of an APEX Distance Learning course for a particular student during the fall semester of the 2020-2021 school year, and Whereas, such directive constitutes a sixth period assignment eligible for additional compensation under the TEU contract, Be it resolved that Mr. Fitzsimmons be paid retroactively a reduced negotiated rate of \$2250, agreed upon between the TEU and District representatives, for teaching and student support provided during the Fall semester.

Motion to approve consent agenda items 6.2-6.10. Remove 6.4

Motion by Daniel Castricone, second by Meg Vaught.

Final Resolution: Motion Passed

Yes: Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

**Action (Consent): 6.6 Donation**

Resolution: BE IT RESOLVED that the Tuxedo Board of Education here by accepts a donation of \$1,830 from the Tuxedo Volleyball Club to the Varsity and Junior Varsity Volleyball team to cover the expenses for new jerseys.

Motion to approve consent agenda items 6.2-6.10. Remove 6.4

Motion by Daniel Castricone, second by Meg Vaught.

Final Resolution: Motion Passed

Yes: Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

**Action (Consent): 6.7 Funds Transfer**

Resolution: Whereas the 2019-2020 Auditor's report determined \$381.23 remained in the Student Extracurricular Activities Fund and has been in an inactive account, and Whereas said funds must be used solely for the benefit of students, BE IT RESOLVED the Board of Education authorizes the transfer of \$381.23 to the Student Government Fund and further authorizes the District Treasurer to close the current inactive fund. BE IT ALSO RESOLVED that the Board of Education authorize the District Treasurer to make the following budget transfers and budget adjustments: 1. Close out the Debt Service Fund and transfer \$143,677 as revenue to the General Fund to be placed in the 1620.400 fund for capital improvements to the school roof and related areas at the Elementary School; 2. Transfer \$125,000 from Undesignated Fund Balance to the School Lunch Fund code to address a current deficit of \$92,772, as of June 30th, 2020, and that the Administration take immediate steps to reverse annual losses in the school lunch fund which by law must either break even or be profitable; 3. Develop a plan to reduce the Unassigned Fund Balance by assigning monies to the Capital and Reserve Funds to insure adequate financing is available to maintain schools, facilities and busses to place the health, safety and welfare of students as the highest priority.

Motion to approve consent agenda items 6.2-6.10. Remove 6.4

Motion by Daniel Castricone, second by Meg Vaught.

Final Resolution: Motion Passed

Yes: Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

**Action (Consent): 6.8 CSE/CPSE Recommendations**

Resolution: Motion to approve CSE/CPSE Recommendations 2-11-21.

Motion to approve consent agenda items 6.2-6.10. Remove 6.4

Motion by Daniel Castricone, second by Meg Vaught.

Final Resolution: Motion Passed

Yes: Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

**Action (Consent): 6.9 Business Office Report**

Resolution: Motion to accept the business office reports.

Motion to approve consent agenda items 6.2-6.10. Remove 6.4

Motion by Daniel Castricone, second by Meg Vaught.

Final Resolution: Motion Passed

Yes: Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

**Action (Consent): 6.10 Budget Calendar**

Resolution: Motion to approve the amended 2021-22 Budget Calendar as presented.

Motion to approve consent agenda items 6.2-6.10. Remove 6.4

Motion by Daniel Castricone, second by Meg Vaught.

Final Resolution: Motion Passed

Yes: Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

**7. Items for Discussion**

**Discussion, Information: 7.1 Corrective Action Plan for Extracurricular Audit Findings**

Nicole Scariano explained the corrective action items needed based on the extra-curricular audit findings. The business office will meet with club advisors to discuss appropriate record keeping and processes. Profit and loss statements will be created by the business office for proper record keeping. Inactive clubs funds will be transferred to active student activities. She also read corrective action management letters included in this meeting.

**Discussion: 7.2 Fund Balance**

President Dorothy Ziegelbauer requested that Scott Pruesser, auditor, be available at the next meeting to discuss the district's fund balances. Joe Rickard asked for recommendations on the use of reserves.

**Action: 7.3 Sports**

BE IT RESOLVED that the Board hereby approves student participation in the following moderate and "higher-risk" sports during the 2020-2021 school year, subject to strict adherence to the guidelines and protocols established by state and local health authorities, as well as the rules of Section 9 of the New York State Public High School Athletic Association:

Varsity Volleyball

JV Volleyball

Modified Volleyball

Modified Soccer

Varsity Cross Country

Motion by Joe Rickard, second by Meg Vaught.

Final Resolution: Motion Passed

Yes: Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

**8. New Business**

**Discussion, Future Agenda Items: 8.1 Possible Items for New Business**

None

## 9. Public Comment

### Information, Procedural: 9.1 Guidelines for Public Comment

Jen Creamer made a comment about the Superintendent Search.

## 10. Adjournment

### Action: 10.1 Adjourn Meeting

Motion to adjourn the meeting.

Motion by Michael Arone, second by Kimberly Breiland.

Final Resolution: Motion Passed

Yes: Meg Vaught, Dorothy Ziegelbauer, Michael Arone, Kimberly Breiland, Daniel Castricone, Joe Rickard

## 11. Additional Attachments

### Information, Reports: 11.1 Enrollment Report

Respectfully Submitted,



Kristine DiFrancesco  
District Clerk