

Board of Education Meeting Minutes

August 17, 2016

Board Members Present: President Jamie Docuette, Vice President Laurie Finan, Linda Mrowka, William Bloethe, and Thomas Shillo.

Also Present: Superintendent/Principal Karen Goodwin, Board Secretary Alysanne Cochrane, Business Manager James Eagan, and community.

1. School Community Session

1.1 Call to Order / Pledge of Allegiance- President Doucette called the meeting to order and led in the pledge at 6:00 pm.

1.2 Public Participation- There were no questions or comments at this time.

1.3 Celebrations

1.3A BioRock Project: Phase II- The science department has continued working with a representative from Harvard University and the BioRock is growing as projected. The students and teacher are waiting for clearance from the CT State Science Fair to place the oysters on the reef.

1.3B Food Management Certification Program- One student, Hunter Kucsera, completed this course and is already using his certificate to work at the Pequot restaurant this summer.

1.3C Genius Olympiad- 2016 graduating senior, Elias Kane, participated in this international event and received an honorable mention. Elias noted that 69 students from different countries attended this enriching experience.

1.3D FIS BOCES Publication- FIS was recognized for our use of the Virtual Reference Collection which students use to research articles, books, journals, and newspaper references for their annual research paper.

1.3E Universal Preschool Grant- The district received this grant of \$5,400 for the second year.

1.4 Additions to the Agenda

3.12 Approval of the Hiring of Ana Rose Webster as a Special Education Tutor

3.13 Approval of a Leave of Absence for Library Media Aide Fay Smolen

3.14 Approval of a Quote for the Construction of Countertops in the Computer Lab

2. Reports

2.1 Warrants Approved by Claims Auditor Sharon Patterson- There were no questions.

2.2 Draft Budget Status Reports

2.2A 2015-2016 Budget Status Report- The district is working to finalize the amount of money that will fund the Capital Reserve that was created in June 2016.

2.2B 2016-2017 Budget Status Report- There were no questions or comments.

2.3 Treasurer's Report- Accounts have been reconciled through July 2016. Rent money is being transferred to the faculty housing fund. The Business Office is transitioning to a new manager. The district hopes that the external auditors will begin their audit in October. Powerful Accounting is working on a manual for Mr. Eagan to review as he takes over business functions.

2.4 Budget Transfers- There were no transfers.

2.5 School Business Manager Report- Mr. Eagan updated the Board on his experiences during his first two weeks at FIS. The Board welcomed Mr. Eagan to the district and showed their support for his role here.

2.6 Terrorism Insurance Coverage- The deadline to add this option was prior to the August Board meeting so Superintendent Goodwin opted to add the coverage as it was strongly recommended in case of acts of terrorism. The cost for this coverage was only \$133 annually.

3. Action Items

3.1 Approval of the Minutes from the June 15, 2016 Board of Education Meeting- Motion made by Linda Mrowka, seconded by Thomas Shillo All in favor/none opposed.

3.2 Approval of the Minutes from the June 15, 2016 Board of Building Renovation Hearing- Motion made by Linda Mrowka, seconded by Thomas Shillo All in favor/none opposed.

3.3 Appointment of James Eagan as the Central Treasurer for the Extra-Curricular Fund- Motion made by Laurie Finan, seconded by William Bloethe. All in favor/none opposed.

3.4 Approval to Grant James Eagan the Authorization to Certify Payroll- Motion made by Laurie Finan, seconded by William Bloethe. All in favor/none opposed.

3.5 Approval of the Joint Municipal Cooperative Bidding Program Resolution with ESBOCES for the 2016-2017 School Year- Motion made by Laurie Finan, seconded by Linda Mrowka. All in favor/none opposed.

3.6 Approval of the Contract with Harris Beach Attorney at Lay for the 2016-2017 School Year- The rates were not changed from the previous year. Motion made by William Bloethe, seconded by Thomas Shillo. All in favor/none opposed.

3.7 Approval of the Contract with Project LEARN for Speech and Language Services for the 2016-2017 School Year- Motion made by Linda Mrowka, seconded by Laurie Finan. All in favor/none opposed.

3.8 Approval of the Board of Education Committee Assignments for the 2016-2017 School Year- The Board members agreed to remain on the same committees as the 2015-2016 school year. Motion made by Laurie Finan, seconded by William Bloethe. All in favor/none opposed.

3.9 Approval of the Fishers Island Fire District's Request Pending Written Authorization from the District's Internet Provider- The FIFD would like to put a radar unit on the school's internet tower in order to receive better service on the west end of the island. Motion pending written approval made by Laurie Finan, seconded by Linda Mrowka. All in favor/none opposed.

3.10 Awarding of the Contract for the Mandated Asbestos Plan Update to Silver Wolf Environmental- Silver Wolf Environmental provided the district with the lowest quote. Motion made by Linda Mrowka, seconded by William Bloethe. All in favor/none opposed.

3.11 Approval of the Donation from Zelek Electric Corporation- Zelek Electric has been working on the school's renovation project as a subcontractor for Carlin Construction. The company did not feel comfortable reinstalling the current fire alarm system and has offered to donate and install a new system. The proposed system (Honeywell) has been approved by the architects and has engineering clearance. It is also able to be maintained by any contracting company that the Board selects to manage the system. The Board and Superintendent/Principal Goodwin expressed extreme gratitude for this generous donation. Motion made by William Bloethe, seconded by Linda Mrowka. All in favor/none opposed.

3.12 Approval of the Hiring of Ana Rose Webster as a Special Education Tutor- Ms. Webster was interviewed and participated in an on-site experience with a student and the special education teacher. She has excellent references and is highly recommended by the hiring committee. Ms. Webster also is an alumni of FIS and is excited to have the opportunity to work in this environment. Motion made by Laurie Finan, seconded by Linda Mrowka. All in favor/none oppose.

3.13 Approval of a Leave of Absence for Library Media Aide Fay Smolen- Ms. Smolen has had several personal conflicts that has prevented her from receiving medical care this summer. She now has the option to receive this care and is requesting to unpaid leave until early October. Ms. Smolen will continue to receive medical benefits through the district and will submit funds for her portion of her health and dental premiums. Motion to approve made by Laurie Finan, seconded by William Bloethe. All in favor/none opposed.

3.14 Approval of a Quote for the Construction of Countertops in the Computer Lab- The Board was shown sample countertops and approved the installation of a gray sample. Bruce Hubert's company will install the countertops as he provided the lowest quote to the district. Motion made by Linda Mrowka, seconded by Laurie Finan. All in favor/none opposed.

4. Superintendent/Principal Report

4.1 Crisis Plan Approval by NYS Safe Schools (NYSED/State Police)- The plan was submitted and approved by NYS Safe Schools.

4.2 Platform Tennis Courts- Mr. and Mrs. Reid have created site plans and are submitting paperwork to the State Department.

4.3 Water Testing Results- The lead testing came back with outstanding results and the water company is making the school a new site for regular testing.

4.4 Responsibility for Greenwood Road Sidewalks- Superintendent Goodwin received verification that the school is responsible for maintaining the sidewalks on Greenwood Road. It was noted that the Town should mow the grass strip along the sidewalks if it is school property.

4.5 National Merit Scholarship Program Research Results- Superintendent Goodwin informed the Board that a former student had previously received a merit scholarship (along with 2016 graduate, Elias Kane) and that another student had previously become a semi-finalist.

4.6 Facility Project Updates- The Board received a timeline for completion of the building renovation project which has been in full swing since early July. The Nana Wall will not be installed until after school has started due to ordering and shipping delay. The first construction invoice was received which will be reviewed with the project's architect. After a discussion with the school's auditors, Superintendent Goodwin learned that renovation invoices should be treated like all other school bills that go through the business office as the district is following the state's five point plan.

4.7 Oil Tank Permit Update- Plans must be signed by a NYS engineer and submitted to the Suffolk County Health Department. The original engineer and the district's attorney are working on getting this task accomplished.

4.8 Generator Installation Update- The application for the generator permit has been submitted to Suffolk County. The district is also receiving a quote to move the electrical transformer as it needs to be larger to accommodate the generator wiring.

4.9 Bus Safety Inspection Report- The bus received new tires and has passed inspection. The Board would like to look at options regarding a vehicle replacement program for the school bus as it is over 10 years old.

4.10 New York State Seal of Biliteracy- This is a new state standard that will allow students to graduate with a seal of biliteracy. Spanish Teacher Christine Anifantakis, will lead the creation of standards along with English Teacher Jessica Hall, and Elementary Spanish Tutor Yaritza Gello, Guidance Counselor Gilbert Amaral, and Principal Goodwin.

4.11 Fishers Island School and Lake Wales School Exchange- Superintendent Goodwin met with the Lake Wales High School Principal as well as FI and FL resident, Henry McCance, to discuss exchange program details. It was decided that 12 students in 10th and 11th grades will be invited to apply as well as be interviewed to be selected for this program. Superintendent Godwin will create a committee to aid in this process. Students from Lake Wales will visit FIS in October 2016 and FIS students will visit Lake Wales in February 2017.

4.12 School Safety Plans and Teams Policy #8130- This was a first reading of the policy.

4.13 Homeless Children Policy #5151- This was a first reading of the policy.

5. Information Packet for the Board of Education- For informational purposes.

6. Public Participation- There were no comments or questions.

7. Executive Session- Motion to enter executive session made by Laurie Finan made at 7:11pm, seconded by William Bloethe. All in favor none opposed.

7.1 Discussion of a Legal Matter

7.2 Discussion of a Contractual Matter

7.3 Review of the School Principal's 2015-2016 Evaluation

8. Community Session- Motion to exit executive session and re-enter community session made by William Bloethe at 7:50pm, seconded by Linda Mrowka. All in favor/none opposed.

8.1 Approval of a Business Office Management Transition Agreement with Powerful Accounting- Motion made by Jamie Doucette, seconded by Laurie Finan. All in favor/none opposed.

9. Adjournment- President Doucette adjourned the meeting at 7:51pm.

Recorded by Alysanne Cochrane