

# Board of Education Meeting Minutes

## November 16, 2016

Board Members Present: President Jamie Docuette, 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 5:06 pm.

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

### 1.3 Celebrations

**1.3A Lake Wales/Fishers Island Exchange-** Superintendent Goodwin discussed the highlights of the Exchange which included 12 students from Lake Wales, FL attending school at FIS for a week and partaking in island activities with our students. FIS grade 10-11 students can apply to attend the Exchange trip to Lake Wales, FL for February 2017. This exchange was a wonderful enrichment opportunity for our students and they look forward to reuniting with their new friends in the winter. Superintendent Goodwin recognized Mr. McCance who funded the travel costs of the Exchange and organized a tour of Yale University for the students.

**1.3B Website Tour-** Ms. Cochrane explored the new website with Board members and suggested that Board and community members reach out to her for recommendations or to obtain additional information.

**1.3C Seal of Biliteracy Program-** This program was approved in Spring 2016 and is available to senior students taking Spanish and English courses based on state and school standards. Three seniors this year are participating in the program this year.

**1.3D Title IIA Teacher/Principal Training Grant-** This grant has been awarded for \$1,600 for the 2016-2017 school year and will aid in teacher and principal training.

**1.3E Social Studies Debate and Election Lock-Ins-** Social Studies Teacher, Michael George, held lock-ins at the school for a presidential debate and election with help from other staff members as chaperones. Students and parents expressed that they were much more aware of political information due to these events.

**1.3F Library Community Service Project: Book Move-** 19 students voluntarily moved books for the FI Library's renovation project. The Library expressed gratitude for the help from our students and principal.

### 1.4 Additions to the Agenda

**3.14 Approval of HVAC and Ductwork Cleaning**

**3.15 Approval of a Request from AT&T Regarding the Microwave Path**

**3.16 Approval of the Replacement of the Garage Door in the Tech Ed**

## 2. Reports

**2.1 Warrants Approved by Claims Auditor Sharon Patterson-** Mr. Eagan noted that the cost for computer lab countertop installation was more than quoted and will establish a protocol with the Board for this type of situation, which the Board felt was important. There were no questions.

**2.2 Business Manager Reports-** Mr. Eagan reviewed the school's accounts and current balances. He also noted that he was able to close several outstanding checks and is obtaining additional information on the remaining open checks.

**2.3 Budget Transfers-** There were no new budget transfers.

**2.4 General Fund Forecast-** Mr. Eagan shared a new document with the Board that forecasted the general fund balance for the 2016-2017 school year. The school receives Tax Revenue from Southold beginning in January and he would like the Board to be aware of balances until this funding has been received. Mr. Eagan also reminded the Board that he is still researching new banking options.

**2.5 State Aid Claim Data Notification-** The district received notice that state funds will not be distributed until the ST-3 and audit have been performed. The business office is working diligently to prepare for the annual audit of the 2015-2016 school year.

## 3. Action Items

**3.1 Approval of the Minutes from the October 19, 2016 Board of Education Meeting-** Motion made by Thomas Shillo, seconded by Linda Mrowka. All in favor/none opposed.

**3.2 Approval of the School District Treasurer Policy #6651-** This was a second reading of the policy. Motion made by Linda Mrowka, seconded by William Bloethe. All in favor/none opposed.

**3.3 Approval of the Student Searches and Interrogations Policy #5300.6-** This was a second reading of the policy. Motion made by Linda Mrowka, seconded by William Bloethe. All in favor/none opposed.

**3.4 Approval of the District's Revised Annual Professional Performance Review (APPR) Plan in Accordance with NYS Education Law 3012-d (Subject to Collective Negotiating with the Fishers Island Teachers' Association)-** The new APPR plan is composed of two components, observations and Student Learning Objectives. Superintendent Goodwin reviewed the new plan as well as the additional amendments needed to clarify certain aspects. Motion to approve plan with amendments made by Linda Mrowka, seconded by Thomas Shillo. All in favor/none opposed.

**3.5 Approval of the Disposal and/or Donation of 70 Old Chairs-** The Board would like to post an ad for the chairs to see if there is any community interest. Motion made by William Bloethe, seconded by Thomas Shillo. All in favor/none opposed.

**3.6 Approval of the Installation of an Intercom Speaker in the New Spanish Classroom-** Motion made by William Bloethe, seconded by Linda Mrowka. All in favor/none opposed.

**3.7 Approval of Lifetouch as the School Photographer for the 2017-2018 School Year-** Motion made by William Bloethe, seconded by Thomas Shillo. All in favor/none opposed.

**3.8 Approval of the Drivers' Education Field Trips to the Brewster, NY DMV on January 4<sup>th</sup> and May 25<sup>th</sup>-** Mr. Kaplan will be taking the students to this DMV as it is typically less busy than his originally proposed location. Motion made by Linda Mrowka, seconded by William Bloethe. All in favor/none opposed.

**3.9 Approval to Amend the High Honor Roll Criteria for an Average of 93-95 for Students in Grades 7-8, Effective November 16, 2016-** This adjustment was being proposed as students in grades 9-12 take several courses with weighted averages and students in grades 7-8 do not. Motion made by William Bloethe, seconded by Linda Mrowka. All in favor/none opposed.

**3.10 Awarding of the Roof Repair Project-** Three companies submitted quotes for this project. The Board tabled this action item as they requested additional information on the AC unit that sits on the roof of the building.

**3.11 Approval of the Generator Fencing Proposal Submitted by Luther Fencing-** The Board chose the option of 6' fencing without privacy slats. Motion made by Linda Mrowka, seconded by William Bloethe. All in favor/none opposed.

**3.12 Approval of the Resignation of Alysanne Cochrane as Board of Education Secretary Effective March 31, 2017-** Motion made by William Bloethe, seconded by Thomas Shillo. All in favor/none opposed.

**3.13 Approval of the Sales of Technology Tools-** The Board agreed to sell the scroll saw to Mr. Goodwin and the remainder of the tools to Mr. Williams as they were the highest bidders. Motion made by Linda Mrowka, seconded by William Bloethe.

**3.14 Approval of HVAC and Ductwork Cleaning-** The contractors who installed the new HVAC units for the Renovation Project highly recommended that the current HVAC ductwork be cleaned. The Board would like to obtain additional bids for this project. Superintendent Goodwin also noted that the fin radiators also needed to be cleaned which can be done by the FIS custodial staff. No motion was made.

**3.15 Approval of a Request from AT&T Regarding the Microwave Path-** AT&T would like to trim tree limbs to clear the path for the microwave signal for long distance telephone service on Fishers Island. Race Rock is willing to do the work which will be paid for by AT&T. Tree limbs will be moved to the gullies in the woods around the school. Motion made by Linda Mrowka, seconded by Thomas Shillo. All in favor/none opposed.

**3.16 Approval of the Replacement of the Garage Door in the Tech Ed-** Mr. Bloethe noted that the garage door is not sealed properly and needs to be replaced. The district will look into the matter and report back to the Board. No motion was made.

#### **4. Superintendent/Principal Report**

**4.1 Paddle Tennis Court Project Update-** Mr. and Mrs. Reid are working on additional paperwork as required by the state.

**4.2 Oil Tank Permit Update-** The application was sent back to the Suffolk County Department of Health and must start from the beginning of the process.

**4.3 Generator Permit Update-** Mr. Holsner's team is working on new requests from the Suffolk County Department of Health to resubmit the permit application.

**4.4 Construction Project Update-** Carlin Construction is working on the final items on the punch list including closing the gap in the Nana Wall.

**4.5 Technology Education Construction Class Project-** A community member has expressed interest in purchasing the shed that the construction class is building. The Board requested that transportation of the shed be the responsibility of the buyer and requested that the Superintendent consider asking the school's attorney to review the agreement.

**4.6 NYSERA Alternative Energy Options-** Superintendent Goodwin shared a wind turbine resource option which she is researched at the request of a Board member. Fishers Island is not eligible for participation in the program.

**4.7 Cleaning of HVAC Ductwork and Fin Tube Radiators-** This item was previously discussed in the meeting.

**4.8 Suicide Prevention/Intervention Policy #5431-** This was a first reading of the policy.

**4.9 Technology Resources and Data Management Policy #8630-** 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 Entered at 7:02pm-** Motion made by Linda Mrowka, seconded by William Bloethe.

**7.1 Discussion of a Personnel Matter**

**7.2 Discussion of a Contractual Matter**

**7.3 Discussion of a Legal Matter**

**7.4 Discussion of the Superintendent/Principal Contract**

**8. Adjournment-** President Doucette exited executive session and adjourned the meeting at 8:00pm.

Recorded by Alysanne Cochrane