

# Board of Education Meeting Minutes

## October 19, 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 Rural School Grant Award-** The school will receive grant funding for the 2016-2017 school year. Money from this grant allows students to participate in structural and enrichment activities and events that were not budgeted.

**1.3B 2016 E-Rate Reimbursement-** The reimbursement received was for the 2015-2016 school year as funds are always distributed for the previous school year.

**1.3C Report to the Island Community Board-** Superintendent Goodwin represents the school on the Island Community Board and presented this report at a recent meeting. She noted that there were several positive remarks from the crowd at the ICB meeting regarding the school.

**1.3D BOE Member Paperless Agenda Packets-** iPads have been distributed and paperless packets will be used for all meetings.

**1.3E ACT College Readiness Report-** ACTs are now offered at FIS and several students are opting to take the test with reported improved scores.

#### 1.4 Additions to the Agenda

**3.16 Approval of a Modification to the Judo Agreement**

**4.9 FIS Website Tour- Tabled**

**4.14 Staff Housing Policy- Tabled**

### 2. Reports

**2.1 Warrants Approved by Claims Auditor Sharon Patterson-** It was noted that the Claims Auditor does not review payroll warrants. There were no further questions.

**2.2 Draft Budget Status Report-** There were no questions.

**2.3 Treasurer's Report-** Mr. Eagan discussed his new format for business reports which he has taken over full responsibility as of this month. He reviewed all of the financial documents with the Board and there were no questions.

**2.4 Budget Transfers-** There were no transfers that required Board approval. The Board reviewed transfers approved by the Superintendent of less than \$5,000, per policy, and did not have any questions.

**2.5 NYS Grants Status-** Several grants had been written, however, some of the funds had not yet been received. Superintendent Goodwin and the business office are doing research to receive funding.

### **3. Action Items**

**3.1 Approval of the Minutes from the September 21, 2016 Board of Education Meeting-** Motion made by Linda Mrowka, seconded by Thomas Shillo. All in favor/none opposed.

**3.2 Approval of Automated External Defibrillators Policy #5425-** This was a second reading of the policy. Motion made by William Bloethe, seconded by Linda Mrowka. All in favor/none opposed.

**3.3 Approval of Sexual Harassment Policy #0110-** This was a second reading of the policy. Motion made by William Bloethe, seconded by Linda Mrowka. All in favor/none opposed.

**3.4 Approval of the Implementation of My Learning Plan for Tracking Mandated Professional Development-** This program will allow teachers and staff members to track mandated professional development. It will be purchased using grant funds and money left over from budgeted renovation equipment. Motion made by William Bloethe, seconded by Thomas Shillo. All in favor/none opposed.

**3.5 Approval of the Grades PreK-2 and 3-6 Ballet Class After School Activity in Partnership with the Community Center-** Students were given the opportunity to try this activity for free before committing to weekly classes. Motion made by William Bloethe, seconded by Linda Mrowka. All in favor/none opposed.

**3.6 Approval of the Adventure Club Proposal for the 2016-2017 School Year-** This activity will replace last year's Ski Club as students noted that they would like to try other sporting/adventure activities. The EAC Committee reviewed this proposal and asked that events be available separately for students. Money for an adviser had been budgeted as it will replace the anticipated Ski Club trips. Motion made by Linda Mrowka, seconded by William Bloethe. All in favor/none opposed.

**3.7 Approval of Mary Beth Guimaraes and Courtney Allan as Substitute Teachers for the 2016-2017 School Year-** Motion made by William Bloethe, seconded by Thomas Shillo. All in favor/none opposed.

**3.8 Approval of the Disposal of Obsolete Tech Education Resources and Broken Equipment-** Motion made by Linda Mrowka, seconded by Thomas Shillo. All in favor/none opposed.

**3.9 Appointment of Carol Doherty as District Treasurer for the 2016-2017 School Year-** This position description is what Mrs. Doherty is currently doing which includes collecting cash

and creating deposits for the district. Motion made by William Bloethe, seconded by Linda Mrowka. All in favor/none opposed.

**3.10 Elimination of the Deputy Treasurer Position for the 2016-2017 School Year-** Motion made by William Bloethe, seconded by Thomas Shillo. All in favor/none opposed.

**3.11 Approval of the Application for Permit to Construct Toxic/Hazardous Materials Storage Facility-** This application must be submitted for the school's underground storage tank as the process must now start from the beginning. The Board has previously been updated on this ongoing process. Motion made by Linda Mrowka, seconded by William Bloethe. All in favor/none opposed.

**3.12 Approval of the Donation of 120 Stacking Chairs from the FI Big Club-** The Club would like to donate these chairs as it is undergoing a major renovation. Motion made by William Bloethe, seconded by Linda Mrowka. All in favor/none opposed.

**3.13 Approval of the Extension of the Lease Agreement for the Cement Observation Tower with the FI Telephone Corporation from January 1, 2018- December 31, 2022-** Superintendent Goodwin and President Doucette reviewed this agreement with the Board's attorney who advised that the school renew this lease agreement. The lease also states that the school will receive a free DSL internet line with a static IP address which will serve as a back-up line if the school's internet were ever to shut down unexpectedly. Motion made by Linda Mrowka, seconded by William Bloethe. All in favor/none opposed.

**3.14 Approval of Superintendent/Principal Goodwin's Vacation Schedule for the 2016-2017 School Year-** Motion made by Linda Mrowka, seconded by William Bloethe. All in favor/none opposed.

**3.15 Approval of the Drivers' Education Trip to the White Plains DMV-** The Board would like Superintendent Goodwin to discuss with the Drivers' Education teacher the possibility of going to a closer DMV. No motion was made.

**3.16 Approval of a Modification to the Judo Agreement-** Superintendent Goodwin proposed that Sensei Egnor receive a raise of \$25 per session for his judo program. She noted that the Sensei has not received a raise since he has started Judo at FIS over six years ago and he pays for his own transportation. She is also aware that his liability insurance was raised which he is required to maintain in order to do instruction at FIS. The Board agreed to the \$25 per session raise for the Judo program. Motion made by William Bloethe, seconded by Linda Mrowka. All in favor/none opposed.

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

**4.1 School Renovation Project-** The Board reviewed the remaining punch list for the project. The contingency expenditures listing was also reviewed which did not yet include the adjustment needed to the Nana Wall. Superintendent Goodwin noted that the HVAC installation will be completed in the following week.

**4.2 Fishers Island Education Foundation-** The Foundation has been incorporated and will begin working as a functioning Board.

**4.3 Water Testing Update-** NYS is requiring that all faucets in the school are tested for lead levels and reported to the state. Mr. Mrowka at the Water Company has done the testing and is waiting for results which Ms. Cochrane will report. Testing will cost approximately \$500 which may have reimbursement options from the state.

**4.4 Fire Department Repeater Update-** The repeater was approved by the school's internet provider and will be installed over the following weekend.

**4.5 E-Rate Internet Project Update-** The school will run strictly on the new internet system beginning November 1<sup>st</sup>. Bandwidth speeds have been outstanding and students/staff are noticing significant speed changes.

**4.6 Mowing of Town-Owned Land-** Per Board request, Superintendent Goodwin has done research and has learned that it is the school's responsibility to mow the grass next to the sidewalks.

**4.7 Drama Production: Dinner Theater-** The drama production will consist of one short act followed by a longer play. The 11<sup>th</sup> grade class will host a dinner during the drama production (\$15 for adults/\$5 for children) as one of the two plays will be interactive with the audience. Audience members who do not wish to participate in the dinner option will not be charge an admittance fee.

**4.8 Fishers Island-Lake Wales Exchange-** Many activities are planned and students are excited to meet their guests. Funding for the exchange travel was provided by a private donor. The Board looks forward to hearing more about the exchange at the next meeting.

**4.9 FIS Website Tour-** This item was tabled.

**4.10 Enrollment-** Superintendent Goodwin noted that enrollment is now at 68 and there are four more island students than Connecticut students.

**4.11 Senior Class Trip Destination-** The senior class proposed the option of traveling to Morocco for their class trip. Superintendent Goodwin is the advisor for this class and has traveled to the country in the past on vacation. It is a fairly westernized Islamic country and research was done on the Department of State website+, which showed no travel warnings. The Board did not express concern about the class looking further into travel to Morocco.

**4.12 School District Treasurer Policy #6551-** This was a first reading of the policy.

**4.13 Student Searches and Interrogations Policy #5300.60-** This was a first reading of the policy.

**4.14 Staff Housing Policy #9500.1-** This item was tabled for further review.

**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 6:30 pm-** Motion made by Linda Mrowka, seconded by William Bloethe.

**7.1 Discussion of a Personnel Matter**

**7.2 Discussion of a Legal Matter**

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

**8. Public Session-** The Board exited executive session at 7:25pm and re-entered public session.

**8.1 Approval of an Unpaid Leave for Fay Smolen-** The Board agreed to a final unpaid leave for Ms. Smolen to return to work on November 28, 2016. Motion made by Linda Mrowka, seconded by William Bloethe.

**9. Executive Session Entered at 7:26pm-** The Board re-entered executive session without Superintendent Goodwin. Motion made by Linda Mrowka, seconded by William Bloethe.

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

Recorded by Alysanne Cochrane