

Board of Education Meeting Minutes

December 16, 2015

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

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

1. School Community Session

1.1 Call to Order / Pledge of Allegiance- Vice President Finan called the meeting to order and led in the pledge at 5:01pm.

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

1.3 Celebrations

- **Grade 5/6 Spanish Volunteer, Yaritza Gello-** The Board recently approved the motion to allow Mrs. Gello's preschool child to attend specials classes with the Pre-K class. This allowed Mrs. Gello the opportunity to volunteer in the 5th and 6th grade class teaching Spanish. Mrs. Gello was formerly an aide in the elementary school and expressed extreme gratitude for not only allowing her child the opportunity to socialize with her peers but also for allowing her to get back into classrooms which is a passion of hers.
- **Washington DC Trip Appreciation-** Senior student, Connor Beverly, presented a slideshow for the Board on the 7th-12th grade trip to Washington DC. This presentation was created in his computer class and Mr. Beverly emphasized his appreciation to the Board in supporting the school's bi-annual trip. Superintendent Goodwin also shared a letter of appreciation to the Board that was given to all of the chaperones for this trip.
- **Community Service Project by Elementary School Student-** 6th grade student, Lydia Doucette, voluntarily collected animal food for a recent food drive sponsored by a CT animal hospital. Lydia was successful in raising over 400lbs of dog food for this wonderful cause.
- **NY State Police Presentation on Internet Safety-** FIS State Trooper, Tammy Mickloiger, recently did two presentations on internet safety to middle and high school students. These were important discussions to have as students have become much more tech savvy. Superintendent Goodwin shared a letter she had written to Officer Mickloiger's superiors as she was extremely prepared and successful in sharing her knowledge and guidance with the students.
- **EpiPen Donations Procured by FIS Employees-** FIS received 2 Junior EpiPens, 2 Adult EpiPens, as well as training supplies thanks to the work of two employees. School Nurse, Dianna Shillo, came across a website that gives these necessities to schools at no cost and informed Administrative Assistant, Aly Cochrane. Ms. Cochrane was successful in obtaining these items and they are currently in supply in case of an emergency.
- **Winter Concert and Art Show-** Many community members came to the show and were impressed with the quality of work our students were able to produce. This continues to be a beloved island event thanks to the hard work of our Music Teacher, Chris Dollar, and our Art Teacher, Carrie Sawyer.

1.4 Additions to the Agenda

- 4.13 Initial Discussion on Faculty Housing Options
- Request to Move Item 4.4 to Directly After This Item- request approved.

4.4 Waste Management Overview of Proposed Facility Upgrade and Implications for FIS- Mr. Wayne Doucette, Manager of Fishers Island Waste Management, came to the meeting to discuss this proposal with the Board and field any questions they had. He began by explaining that this proposal includes moving the current Transfer Station to the Compost Station in order to lower costs and properly compost waste. The current Transfer Station is not owned by FIWM, which is another main reason for the relocation. Community concerns about the project include smell, traffic, and implications for possible future housing options.

Mr. Doucette noted that the smell from the Transfer Station, should they move, would not be enough to be noticed at the school. He also noted that a traffic study was done to indicate approximate traffic. He shared this report with the Board which noted that there would be approximately 64 cars each hour passing the school if the stations were to consolidate. This study showed travel for summer months, which Mr. Doucette noted was when school is out of session. The Board questioned how dump trucks FIWM would need to have pass the school on a weekly basis. Mr. Doucette responded that the trucks would more than likely go past the Community Center as opposed to the school. Superintendent Goodwin indicated that she would like the Board's approval to look at fencing options for next year's budget as the State Troopers had indicated that not having a fence was a safety hazard with or without the high volume of traffic.

The third concern was regarding possible housing planned for land near the Compost Station. Mr. Doucette explained that he has had many conversations with the developer and they do not see an issue with continuing the housing project. Mr. Doucette fielded other questions from the Board including implications for taxes and ferry costs and then noted that many answers to concerns are listed on FIWM's website. The Board thanked Mr. Doucette for his time and willingness to field questions.

2. Reports

2.1 Warrants Approved by Claims Auditor Sharon Patterson- There were no questions or comments at this time.

2.2 Draft Budget Status Report as of November 30, 2015- There were no questions or comments from the Board. This report had not been reconciled as the Business Manager reported that she was waiting for the Treasurer's Report.

2.3 Treasurer's Report- This report was not ready to be distributed to the Board. The Board was concerned that they had not seen reconciliations from July through December and would like Superintendent Goodwin to speak with the Treasurer regarding their status.

2.4 Status of the 2014-2015 External Audit- Cullen and Danowski has been conducting the audit for the last two days and are expected to spend one more day here. Chris Rieno will be coming to the January or February meeting to discuss the final audit report. The ST3 has been filed and all of the State Aid reporting has been completed.

2.5 Budget Transfers- The Board questioned the reasoning for the change in Business Official salary. Business Manager, Lauren Poehlman, stated that her current salary rate was not budgeted for last year as she was hired in July which created a necessity for the transfer. Motion to approve transfers made by Linda Mrowka, seconded by William Bloethe. All in favor/none opposed.

3. Action Items

3.1 Approval of the November 18, 2015 Board of Education Meeting- Motion made by Thomas Shillo, seconded by William Bloethe. Laurie Finan abstained from voting as she was not at the November meeting. All in favor/none opposed.

3.2 Approval of the Hiring of Stanislava “Stacy” Hoch as a Substitute Teacher- Mrs. Hoch has volunteered with the elementary school and has a degree in Journalism. Motion to approve made by Linda Mrowka, seconded by Thomas Shillo. All in favor/none opposed.

3.3 Establishment of the Audit Committee- Superintendent Goodwin had reached out to the Board’s lawyer to discuss options. He confirmed that an employee’s spouse cannot serve on the committee, however, the committee can consist of solely Board members. The Board agreed that it would be most appropriate to have all Board members serve on the committee. Motion to approve made by Thomas Shillo, seconded by William Bloethe. All in favor/none opposed.

3.4 Approval of the Donation of Rosetta Stone (French) - This program, donated by the Mrowka family, teaches the French language. Motion made by William Bloethe, seconded by Thomas Shillo. All in favor/none opposed.

3.5 Appointment of Bernard “Bing” Bartick as the Enrichment Coordinator for the 2015-2016 School Year- This item was meant to be included in the July reorganizational meeting, however, as an accidental oversight it was missed. Mr. Bartick has met with Superintendent Goodwin and accompanies various enrichment presenters to meet with the students. Motion made by Linda Mrowka, seconded by William Bloethe. All in favor/none opposed.

3.6 Approval of the Donation of a Generator, Switch, and Cabinet- These items total approximately \$35,094 and are from an anonymous donor. Motion to approve made by William Bloethe, seconded by Linda Mrowka. All in favor/none opposed.

3.7 Approval to Contribute Funds to the Installation of the Emergency Generator- The Board would like Business Manager Poehlman to research installation costs and funding options before committing to a price. This item was tabled.

3.8 Adoption of Claims Auditor Policy #6650- This was a second reading of the policy. Motion to approve made by Linda Mrowka, seconded by Thomas Shillo. All in favor/none opposed.

3.9 Adoption of Appointed Board Officials Policy #2230- This was a second reading of the policy. Motion to approve made by William Bloethe, seconded by Linda Mrowka. All in favor/none opposed.

4. Superintendent/Principal Report

4.1 Internet Bandwidth Status Report- Superintendent Goodwin and the Technology Committee met with a member of the Internet Superhighway organization. He assessed the school’s structure and discussed improved bandwidth with the committee. This representative also met with Mr. Finan at the Utility Company. Mr. Finan recently met with Principal Goodwin in order to discuss bandwidth. She informed him that because State Smart Bond monies and

Federal E-Rate monies will support us in attaining the federal goal of 100mbps for all students, an RFP will be issued.

4.2 Education Foundation Status Report- Superintendent Goodwin is working with the Board's lawyer to establish this foundation as several residents have expressed interested in donating to a nonprofit organization to support the school.

4.3 Board Packets: Digital or Paper- Board Secretary, Aly Cochrane, feels confident that she can effectively send the packets to the Board's electronic devices. The Board discussed budgeting next year for iPads that can be used for meetings. They agreed that they would like to pilot receiving digital packets for the January meeting.

4.4 Waste Management Overview of Proposed Facility Upgrade and Implications for the School- This item was moved to the beginning of the meeting after item number 1.4.

4.5 IDEA Grant of \$13,146 for 2015-2016- This grant was received and funds will be used for needs in the Special Education Department.

4.6 Tuition Student Recruitment- A recruitment calendar has been made and advertisements for Open House are being created. Superintendent Goodwin will continue to update the Board.

4.7 Enrollment Report- This report was created for the Island Community Board and indicates enrollment from 2009 until 2016. This reports shows that the school has been a reason for a couple of families to move to the island. The Board would like to see enrollment projections to 2020.

4.8 New York State Comptroller's Office Audit Follow Up

- **Fiscal Resources and Webinars-** Webinars are available to Board members as resources.
- **Transfer Form/Policy-** A form was created to track and communicate budget transfers under \$5,000. Per Transfer Policy #6150, these transfers are approved by the Superintendent.

4.9 NESS Sailing Program Updates- Superintendent Goodwin would like to explore two options with NESS. The first option would include two sessions of sailing with FIS students. Half of the cost for each student would be paid by their families and the other half would be paid with the Rural Schools Grant. The total cost of the program per student would be \$250. The second option is for FIS students to participate in practices with the New London High School Sailing Team. The Board would like Superintendent Goodwin to look into both options.

4.10 Independent/External Audit Policy #6660- This was the first reading.

4.11 School Building Safety Policy #8110- This was the first reading.

4.12 Student Liaison Representative Policy #2245- This was a first reading. This policy discusses having a senior class representative sit on the Board with a junior representative ("in training") that would also attend meetings. These students would voice the student population's opinions and allow a student to have experience in a local government setting.

4.13 Building for Teacher or Student Housing- Vice President Finan brought up the option of building on school property. She would like the Board to consider options they had not considered before as staff housing is extremely limited. Superintendent Goodwin will informally poll staff to see if there is interest.

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

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

7. Executive Session- Motion to enter executive session at 7:10 made by William Bloethe, seconded by Linda Mrowka. All in favor/none opposed.

7.1 Personnel Matter

7.2 Confidential Student Matter Regarding Special Educaion

No action was taken during executive session.

8. Adjournment- The Board exited executive session and Vice President Finan adjourned the public meeting at 7:25pm. Motion to adjourn made by Linda Mrowka, seconded by Thomas Shillo. All in favor/none opposed.

Recorded by Alysanne Cochrane