

# Board of Education Meeting Minutes

## January 20, 2016

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

Also Present: Superintendent/Principal Karen Goodwin, Board Secretary Alysanne Cochrane, 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 5:01pm.

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

#### 1.3 Celebrations

- A. 2016 Marine Scholars-** Junior students, Thad Allen and Charlie Snyder, were selected as this year's marine scholars. Only 10 students from the Connecticut coastline were selected for this honor. These students will have the opportunity to work with UCONN professors and will be honored at a dinner at UCONN's Avery Point campus.
- B. Enrollment Update-** FIS has gained three island-resident students. One student has been attending the school for several years and has recently moved to the island with her family and school-aged sister. Another family recently moved to the island with a school-aged son.
- C. Carol Doherty's 30 Years of Service-** The Board presented Mrs. Doherty with a gift of appreciation for her 30 years of dedicated service. Mr. Doherty has been an essential member of the school's community for many years and the Board is grateful for her commitment to the district.
- D. Afinia 3D Printer Stones of Success-** Afinia recently wrote an article on Technology Teacher, Jared Kaplan, and his use of the 3D printer in his classroom.
- E. Where are they Now?-** Superintendent/Principal Goodwin recently wrote an article on 2014 graduate, Amber Ferguson and her successes in the college setting. Superintendent Goodwin started writing these articles after the Board expressed desire to keep up with alumni. The articles are published on fisherisland.net.

#### 1.4 Additions to the Agenda

**3.10 ICB Request as a Sponsoring Organization**

**3.11 Senior Trip Request to Vermont**

### 2. Reports

**2.1 Warrants Approved by Claims Auditor Sharon Patterson-** Ms. Cochrane noted that the cover to Warrant #22 needed to be replaced. She explained that she had was not given the warrant, and therefore she printed it from the school's accounting program for the Board. She also spoke with Ms. Patterson who agreed to resign as she remembered that there were no issues. The Board did not have any questions on the warrants.

**2.2 Draft Budget Status Report as of December 31, 2016-** The Board did not have any questions on the Budget Status Report.

**2.3 Treasurer's Report-** This report was not ready to be distributed to the Board as the reconciliations are still in process.

#### **2.4 Budget Transfers**

**A. Transfers Less than \$5,000-** These transfers were approved by Superintendent Goodwin in accordance with the district's transfer policy.

**B. Transfers for Board Approval over \$5,000-** Superintendent Goodwin would like verification on the necessity of these transfers as they were requested prior to the Business Manager's resignation. The Board agreed to table this item.

**2.5 Transition Plan for FIS Business Office-** The Board will discuss this topic further in executive session when they review contract a proposal. Superintendent Goodwin expressed that her main focus for the Business Office is to establish stability as there has not been a consistent Business Manager in over a year. The purchasing changes that the Board had approved in their recent meeting have been put into effect and are running smoothly. Superintendent Goodwin also noted that adding Administrative Assistant, Aly Cochrane, as an additional user on the WinCap software has proved to be beneficial in double checking operations.

**2.6 Completion of 2014-2015 State Aid Reports-** The completion of these reports have ensured that the state will release funding to the district.

### **3. Action Items**

**3.1 Approval of the December 16, 2015 Board of Education Meeting-** Motion made by Linda Mrowka, seconded by William Bloethe. Jamie Doucette abstained from conversation as she was not present at the December meeting. All in favor/none opposed.

**3.2 Adoption of Independent/External Auditor Policy #6660-** This was a second reading of the policy. Motion made by Linda Mrowka, seconded by Laurie Finan. All in favor/none opposed.

**3.3 Adoption of School Building Safety Policy #8110-** This was a second reading of the policy. Motion made by Linda Mrowka, seconded by Laurie Finan. All in favor/none opposed.

**3.4 Adoption of Student Liaison to the Board of Education Policy #2245-** This was a second reading of the policy. Motion made by Linda Mrowka, seconded by Laurie Finan. All in favor/none opposed.

**3.5 Approval of the 2016-2017 Budget Development Calendar-** The Board would like to continue to use monthly meetings as budget workshops. Motion made by Laurie Finan, seconded by Thomas Shillo. All in favor/none opposed.

**3.6 Approval to Accept the Resignation of Lauren Poehlman as School Business Manager Effective January 15, 2016-** Motion made by Laurie Finan, seconded by Linda Mrowka. All in favor/none opposed.

**3.7 Approval of the Revised Classified Employee Working Conditions and Benefits Summary-** The Board had previously approved this document, however, after further

conversation with New York State's Comptroller's Office and Civil Service, some adjustments needed to be made. The definitions for Teacher Assistants and Teacher Aides are concretely made by the state and do not apply to two of our current Teacher Assistants as a Teacher Assistant must be a certified staff member. It was recommended to change the term for the non-certified staff members to "tutors". We have one staff member who will remain a Teacher Assistant as she is certified. In addition, the document now clarifies prorated benefits. Motion to approve made by Linda Mrowka, seconded by William Bloethe. All in favor/none opposed.

**3.8 Approval of the EAC Ski Club Proposal to be Funded by the Rural Schools Grant-** This program ran successfully last year. This year, the club would like to be open to grades 3-6 if each of those students is accompanied by a chaperone. This club also allows families to access the rates offered to the school. If this program runs successfully again, it will be budgeted for next year. Motion to approve made by Laurie Finan, seconded by William Bloethe. All in favor/none opposed.

**3.9 Approval of the EAC Badminton Proposal to be Funded by the Extra-Curricular Budget-** The only funds needed for this program will be for supervision. This program will be held between basketball season and golf season. Motion made by Laurie Finan, seconded by William Bloethe. All in favor/none opposed.

**3.10 ICB Request as a Sponsoring Organization-** The Island Community Board is rebuilding and would like to tackle many of the island's challenges. This Board is comprised of elected representatives as well as sponsored organizations. Superintendent Goodwin sits on the Board as a representative of the school district. The Board's finance committee would like to ask sponsored organization to submit a \$500 annual membership fee, or another amount that the organization feels comfortable donating. The funds collected would help pay for the ICB's secretary and functioning fees. The Board of Education is hesitant to agree to this annual fee as they question their ability to spend tax payer dollars on this expense. The Board agreed to table this item until Superintendent Goodwin discusses this type of funding with the district's lawyer.

**3.11 Senior Trip Request to Vermont-** This trip was being requested as a team-building activity for the senior class. The only expense to the district would be van transportation as the class has been offered a home at which to stay. This trip would take place on January 29-31. Motion to approve made by Thomas Shillo, seconded by William Bloethe. All in favor/none opposed.

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

**4.1 Next Steps: Generator and "Go Fund Me" Donations-** The Community has started a "Go Fund Me" page to collect donations for the emergency shelter generator. Mr. Bloethe is looking into collecting funds as the website would not like to hold all of the funds until the end of the donation period. Mr. Bloethe and Superintendent Goodwin are also reaching out to the Town of Southold, as they were promised aid with this project. As the school has recently lost its Business Manager, alternate pricing has not yet been looked into. The district is required to go out to bid for installation, which will be the next focus on this job.

**4.2 School Renovation Project Updated Timeline-** The building project permit is currently on the way to the district from the state. Superintendent Goodwin will update the Board as she receives information.

**4.3 Oil Tank Permit Update-** The Suffolk County Health Department will not take the ferry for final inspection as they only use their own boats for transportation. The district must wait until spring for the town to do their inspection. Superintendent Goodwin will keep the Board updated.

**4.4 Educational Foundation: Process for Selecting Board Members-** The district's lawyer has just sent a draft for this foundation. The Board would like time to think of prospective members and have a few ideas of members they would like to approach. They would also like to see if Jane Ahrens will do a write-up in the Fog Horn.

**4.5 APPR/Student Testing Regulation Update-** Starting in the 2016-17 school year, student test scores will no longer effect teacher evaluations. The district will revise APPR evaluation regulations for next year.

**4.6 Internet Access Service (RFP)-** The RFP has been sent out and the school will hold a bidder's conference in the next week. The district had confirmed that the island's utility company is interested in submitting a proposal and other corporations may be interested as well. Working with the Education Super Highway has potential to get the district to 100mbps using state and federal grant funds. Superintendent Goodwin will keep the Board updated.

**4.7 Crisis Response Plan-** Drafts of this response plan have been made and district is working on creating Memorandums of Understanding with other on-island and off-island entities

**4.8 Fishers Island Ferry Rates for Athletics 2016-** These rates were approved by the Ferry's Board of Commissioners. Homes games have been challenging to schedule due to transportation and the Board would like to look into other transportation options.

**4.9 Proposed Exchange Program with Lake Wales, FL-** Island community member, Henry McCance, would like to offer funding for an exchange program with Lake Wales, FL. Superintendent Goodwin recently spoke with the principal in Florida who also believes this would be beneficial for FIS students as well as her students. This program would incorporate 12 students in grades 9-12 and would include our students traveling to Florida for a week and their students coming to Fishers Island for a week. The Board agreed to this concept and would like Superintendent Goodwin to further look into this option.

**4.10 2014-2015 State Assessment Results-** Superintendent Goodwin shared "big picture" results with the Board to maintain student confidentiality. The results show that FIS students continue to perform at high levels compared to the state. It was also shown that, overall, students are increasing their scores from previous years.

**4.11 Attendance Policy and Regulation #5100-** This was a first reading of the policy. This policy was previously approved by the Board and now includes revisions in accordance with New York State law.

**4.12 Proposed 2016-17 School Calendar-** The Fishers Island Teachers' Association has given three proposed drafts to the Board. State testing dates have not yet been distributed which may cause revisions to these drafts. The Board will revisit these drafts at the next meeting.

**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 6:45pm made by Laurie Finan, seconded by Linda Mrowka. All in favor/none opposed.

**7.1 Discussion of a Contractual Matter-** No action was taken.

**8. Adjournment-** Motion to exit executive session and adjourn the meeting made at 7:25pm by Linda Mrowka, seconded by Tom Shillo. All in favor/none opposed.

Recorded by Alysanne Cochrane