



**RYE NECK UNION FREE SCHOOL DISTRICT
300 HORNIDGE ROAD
MAMARONECK, NEW YORK 10543
BOARD OF EDUCATION MEETING
AUGUST 23, 2023**

Present: President Rebecca Mansell
Trustee Jason Carmel
Trustee Gloria Golle
Trustee Patty Nashelsky
Trustee Erica Wagner
Trustee Elizabeth Yong
Dr. Eric Lutinski, Superintendent of Schools
Carolyn Mahar, Assistant Superintendent for Business
Corinne Ryan, Assistant Superintendent for Curriculum and Instruction
Mary Ellen Chiera, District Clerk

I. Public Hearing

Adoption of Procedures Related to Use of Videoconferencing and Virtual Attendance at Meetings Conducted by the Board of Education

Trustee Nashelsky explained that Public Officers Law requires a public hearing before the Board can pass a resolution authorizing the use of videoconferencing during meetings. At this meeting, members of the public will have an opportunity to provide comments on the Board's Hybrid Meeting Procedures before it is approved by the Board. After the hearing, a resolution will be placed on the Board's September meeting agenda to approve the Hybrid Meeting Procedures. Once the procedures are approved, they will be placed on the District's website and Policy 2350 will be amended to address virtual meetings.

II. Opening of Meeting

President Mansell called the meeting to order at 9:03 a.m.

III. President's Report

President Mansell reintroduced new board members Jason Carmel and Vice President Erica Wagner. She announced that Rye Neck is working with a consultant on the development of a new ambitious, focused improvement strategic plan. It will begin with the surveying and interviewing of stakeholders as well as the review of school data, trends, and key issues. The Board will share more details about the process as it gets underway.

President Mansell reminded the community that the Board meets twice a month, once for a board meeting and once for a planning session. Members of the public are welcome to attend both meetings, and there are two opportunities for public comment at each board meeting. In addition, two members of the Board will be available for office hours prior to each planning session, and the entire Board can be reached at boardofed@ryeneck.org.

Finally, President Mansell said goodbye to Dr. Tina Wilson, Rye Neck's outgoing High School Principal, and thanked Melinda Folchetti for stepping in as Interim Principal for the 2023-2024 school year.

IV. Superintendent's Report

Dr. Lutinski began by welcoming everyone back and reported that facilities work over the summer consisted of flooring improvements in F.E. Bellows; flooring improvements and some new fixtures in the Daniel Warren nurse's office; stripping, relining and refinishing the High School gym floor; and fixing the floors in E-Corridor which have settled over the last 70 years. Structural foam was applied to fill small voids and stabilize the floor, and the wing received new tile. In addition, the district's Registration Office was expanded. Dr. Lutinski explained that in the late hours on August 10th, an old water fountain pipe broke and flooded much of E-Corridor, the student lounge, supply closet area, the new registration office, the Counseling suite, and the Principal's office. The staff addressed the issue immediately, mitigation specialists were hired, the cleanup is complete, and the repair is underway. The classrooms are finished and ready for the return of students on September 5th. He thanked the Head of Buildings and Grounds Angelo Labrusciano and Senior Custodian Pat Carolini for their handling of the incident and making sure there is no interruption of instruction, and thanked Assistant Superintendent Carolyn Mahar for orchestrating a rapid response.

Next, Dr. Lutinski stated that staffing is always a key activity every year, and between the spring and summer the district has so far hired at least 20 new employees, including 3 monitors, 5 teaching assistants, 3 security guards, a counselor, and 8 teachers. This does not include the new coaches or leave replacements. New Staff orientation will take place on August 28th and 29th, and veteran staff will return on August 30th to prepare for students the following week. The Athletic Department has begun the fall sport season with 270 varsity and JV athletes, as well as an additional 100 modified athletes registered for September.

Dr. Lutinski then congratulated High School Principal Dr. Tina Wilson on her new position as Port Chester's Assistant Superintendent for Curriculum and Instruction and congratulated the new Interim High School Principal, Melinda Folchetti whose experience, skill set, and administrative license make her the perfect candidate for the position.

Finally, regarding security, Dr. Lutinski reported that Rye Neck has invested in personnel, technological, and structural safety improvements with the goal of having more visible signs of security while preserving the openness of a traditional school campus. Each of the three campuses will now have a security team member with law enforcement experience rather than just one districtwide, plus two additional people with security experience at the Middle/High School. There are expanded safety teams, and there will be more extensive staff training. The district will provide clearer communication for

students and families, and the increased presence by both the Village of Mamaroneck and Rye City Police departments, during lockdown drills and randomly during the school day, has improved emergency coordination. The technological changes include new visitor screening systems at each building's main entrance; greater staff access to the silent alarm system; a new walkie-talkie system with range to allow communication across the district; and a new fire alert system at Daniel Warren. Security doors for the elementary schools, interior door hardware to allow automatic locking of instruction and office spaces, and new exterior card readers have been ordered, and the district is poised for installation when they arrive. Lastly, the district met with the architects during the spring and summer to advance the safety projects for the new High School entryway and the new front parking lot and bike path.

V. Approval of Consent Agenda

Upon Motion duly made by Trustee Nashelsky and seconded by Trustee Yong, it was

RESOLVED, that the Board of Education of the Rye Neck Union Free School District approves the following consent agenda:

1. Approval of the Minutes of the July 10, 2023 Organizational Meeting
2. Approval of the Minutes of the July 10, 2023 Board of Education Meeting
3. Approval of Personnel Appointments, Resignations and Leaves
4. Approval of Field and Building Usage Fees
5. Appointment of Representative to the Audit Committee
6. Approval of Tax Rate Apportionment
7. Approval of Awarding of Contract for Master Clock and PA Maintenance and Repair
8. Approval of Awarding of Contract for AHERA Triennial Reports and Environmental Services
9. Approval of Establishment of Standard Work Days for Appointed Officials
10. Approval of Updated District Maintenance List
11. Approval of Pitney Bowes Postage Machines and Folding Machine Lease Contract
12. Awarding of Contract for Strength Coach and Substitute Athletic Trainer
13. Approval of Revised Corrective Action Plan for Office of State Comptroller Health Insurance Savings Audit
14. Approval of Disposal of Furniture and Equipment
15. Approval of Updated District Consultant List
16. Approval of Change to List of Impartial Hearing Officers
17. Approval of 2023-24 Adult Meal Prices
18. Approval of Piggyback Contract for Cleaning Supplies & Equipment
19. Approval of Change Order
20. Approval of CSEA Stipulation Agreement
21. Approval of Piggyback Contract for Masonry Services

AYES: All Present
NAYES: None

VI. Communications to the Board

President Mansell reported that the Board has received 2 communications since the last Meeting, regarding school safety and Board relations.

VII. Office Hours

President Mansell and Trustee Wagner will represent the Board at the next Office Hours, September 6, 2023 at 5:30 p.m. Please call the District Clerk by Friday, September 1st to make an appointment and state your topic of interest.

VIII. Citizens' Privilege of the Floor

A community member addressed the Board regarding Board relations.

IX. New Business

Approval of 2023-2024 District Side School Safety Plan and Building Level Plans

Upon motion duly made by Trustee Carmel and seconded by Trustee Wagner, it was

RESOLVED, that the Board of Education of the Rye Neck Union Free School District hereby approve the District Wide School Safety Plan and building level plans for the 2023-2024 school year.

AYES: All Present
NAYES: None

Declaration of Emergency Condition at Rye Neck UFSD as a Result of a Pipe Burst in E Corridor

WHEREAS, the Superintendent, Assistant Superintendent for Business, the Head Custodian, and the Custodial and Grounds team have toured school facilities after the E Corridor pipe burst event and have verified damage in the District's E Corridor classrooms, hallway, high school guidance suite, registration office, Assistant Superintendent for Curriculum office, nurse's office, supply room, as well as adjacent rooms and corridors, located at the MS/HS Campus including ruined infrastructure, flooring, carpet, equipment and supplies including computers and other technology, furniture, interior walls, and interior finishes including doors and sheetrock, as a result of water, and as yet unidentified additional problems that may be discovered over time as a result of the E Corridor pipe burst event; and

WHEREAS, General Municipal Law, §103(4) provides that, in the case of a public emergency, a contract for public work or the purchase of supplies, materials or equipment may be let without compliance with the competitive bidding requirements of Section 103; and

WHEREAS, the damaged facilities and destroyed equipment and supplies must be repaired or replaced as quickly as possible in order to allow the District's grounds crew to perform their jobs and to prevent detrimental health and safety conditions from environmental contaminants and the potential for mold, mildew and indoor air quality issues; and

WHEREAS, the damaged facilities require immediate attention to protect the welfare of staff, students, and members of the public, and to protect the facilities from further deterioration, and to preserve the infrastructure investment in school facilities made by the community and the State.

Upon motion duly made by Trustee Golle and seconded by Trustee Nashelsky, it was

RESOLVED, that the Board of Education of the Rye Neck Union Free School District hereby declares the above-described conditions an emergency; and it was

FURTHER RESOLVED, that the Board of Education of the Rye Neck Union Free School District authorizes the repair or replacement of the above-described conditions and authorizes the Superintendent or his designee to take the necessary legal steps to correct said conditions; and it was

FURTHER RESOLVED, that this resolution shall take effect immediately.

AYES: **All Present**
NAYES: **None**

Adoption of Policy 5300 - Boiler Plate for Code of Conduct

Upon motion duly made by Trustee Carmel and seconded by Trustee Yong, it was

RESOLVED, that the Board of Education of the Rye Neck Union Free School District hereby approves the adoption of the amended boiler plate for Policy 5300.

AYES: **All Present**
NAYES: **None**

First Reading - Adoption of Policy 4327 - Homebound Instruction

Trustee Nashelsky explained that this policy is not currently in the Board's Policy Manual. It's a new policy that addresses homebound instruction for students who are unable to attend school due to an illness or injury and also reflects changes to Section 100.22 of the Commissioner's Regulations, which include an increase in hours of instruction for homebound students.

First Reading - Amendment to Policy 4321.5 - Confidentiality and Access to Individualized Education Programs, Individualized Education Services Programs and Service Plans

Trustee Nashelsky explained that amendments were made to this policy to address changes in the Commissioner's regulations regarding electronic access to IEPs.

First Reading - Amendment to Policy 5150 - School Admissions

Trustee Nashelsky explained that amendments were made to this policy to incorporate policy 5140.

First Reading - Amendment to Policy 2350 - Board of Education Meetings

Trustee Nashelsky explained that amendments were made to incorporate Board Policies 2310, 2340, 2351 and 2360, and a virtual meetings policy.

First Reading - Removal of Policies 2310, 2340, 2351 and 2360

Trustee Nashelsky explained that these policies are not legally required policies and the contents will be incorporated into Policy 2350.

First Reading - Removal of Policy 5140 - Entrance Age

Trustee Nashelsky explained that this policy is not a legally required policy and the contents will be incorporated into Policy 5150.

X. Public Comments Concerning Above

There were no comments made by the public.

XI. Adjournment of Meeting

Upon motion duly made by Trustee Wagner seconded by Trustee Golle, it was

RESOLVED, that there being no further business before the Board, that the Board of Education Meeting of August 23, 2023 be adjourned.

AYES: All Present

NAYES: None

President Golle adjourned the meeting at 9:24 a.m.

Respectfully submitted,

Mary Ellen Chiera
District Clerk