



**RYE NECK UNION FREE SCHOOL DISTRICT  
300 HORNIDGE ROAD  
MAMARONECK, NEW YORK 10543  
BOARD OF EDUCATION PLANNING SESSION  
MAY 8, 2024**

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 (Via Google Meet)  
Carolyn Mahar, Assistant Superintendent for Business  
Corinne Ryan, Assistant Superintendent for Curriculum and Instruction  
Mary Lanza, Director of Technology and Communications  
H. William Siegel, Director of Pupil Personnel Services  
Mary Ellen Chiera, District Clerk

**I. Final Budget Presentation**

Dr. Lutinski began by reminding the community that the budget vote is scheduled for May 21st from 7 a.m. to 9 p.m. in the MS/HS Community Room. He reviewed the ballot details explaining Proposition 1, Proposition II and the information for the trustee election, and stated that the proposed budget is \$51,127,223, which is a 2.19% tax levy increase. He then reviewed the budget goals which are a commitment to favorable class size, a tax cap compliant budget, maximizing efficiencies in scheduling and personnel, strategic planning, extracurricular opportunities, and a continued breadth and depth of core course offerings. In addition, this budget supports the District's Strategic Plan with a new \$30,000 budget line to support additional professional development opportunities for staff.

Next, Mrs. Mahar reviewed proposed revenues, the largest amount coming from property taxes (\$43,459,590), then estimated State aid (\$5,192,633). She explained the components of the tax cap and tax cap calculation - this is the thirteenth consecutive year of tax cap compliant budgets.

With regard to expenses, Mrs. Mahar advised that salaries and benefits are the largest part of the budget totaling \$37,523,651 or 73.39%. She stated that it is a three part budget, the three categories being administrative (\$5,715,633), programs (\$37,278,718), and capital (\$8,132,872). She advised that the major expense changes are the active and medicare health insurance rates which are increasing by a composite rate of 10.05%. Employer retirement system contributions are also increasing from 9.76% to 10.02% for TRS and

from 13.10% to 15.20% for ERS. Additionally, the District is allocating \$350,000 to capital improvements, renovations and upgrades to the high school entrance and the temporary parking lot and bike/walking path at the Middle/High School, \$80,000 for the installation of window security film, and \$59,000 for the replacement of the ceiling in the Daniel Warren lower lever.

Mrs. Mahar then explained the factors which influence the tax rate change, including changes in the budget, in equalization and in assessments. She reported that the draft 2024-25 tax rate changes are +7.99% for Rye City and -5.43% for Rye Town. Community members can calculate their estimated school taxes using the Tax Rate Calculator on the website.

Finally, Mrs. Mahar reviewed Proposition II - Use of the Capital Reserve Fund. It is anticipated that the balance of the Capital Reserve Fund will be \$2,700,000 on June 30, 2024. Its use does not require any additional levying of taxes, but to use the money for project work, the District needs voter authorization. The District would like to use the money to complete some of the work from the 2022 Building Condition Survey which identified all immediate and future building and site work. Mrs. Mahar then reviewed the specific work that needs to be performed at each building and stated that the estimated cost is \$2,700,000 - the amount in the Capital Reserve Fund.

Questions were entertained regarding debt service, what would happen if Proposition II does not pass, and projected enrollment.

## **II. Opening of Meeting**

President Mansell called the meeting to order at 9:25 a.m.

## **III. Approval of Minutes**

### **Approval of Minutes of the April 17, 2024 Board of Education Meeting**

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

**RESOLVED**, that the Board of Education of the Rye Neck Union Free School District hereby approves the Minutes of the Board of Education Meeting held April 17, 2024 as submitted.

**AYES: All Present**

**NAYES: None**

## **IV. Discussion**

### **Strategic Plan**

Mrs. Ryan reviewed with the Board the finalized action plan for the Rye Neck Strategic Plan, the mission for which is *Rye Neck is a close-knit school community that values local and global voices. We are committed to provide a learning journey that inspires an adaptive mindset and enables all learners to thrive academically and personally.* She explained Rye Neck's portrait of a learner: Rye Neck learners are curious, flexible, collaborative, independent, and empathetic; they value process as well as product; and they think critically to solve problems.

Next, Mrs. Ryan reviewed the goals of the Strategic Plan and the action plans for each goal: 1) creating problem solvers by equipping all learners to approach problems by asking questions, exploring solutions, taking action, and reflecting on outcomes; 2) strengthening connections by building transformative environments that foster empathy, compassion, and connection to the world, and creating learning experiences that instill a sense of purpose inside and outside of the classroom; and 3) creating systems for professional learning by designing systems for our professional learning community to develop practices and expertise that lead to transformational experiences for themselves and their students. She then reviewed milestone indicators for each goal.

Finally, Mrs. Ryan unveiled the new Strategic Plan logo and reviewed the communication plan which includes postings on the website, information in updates and principals' weeklies, and reports at Board meetings.

### **TPAT - Deliverables**

Trustee Yong updated the Board regarding the last two TPAT meetings. She advised that they gave input on the District's technology procurement process, which will be a living document; the makeup of the team; and the different committee structures. In addition, they will work collaboratively on an annual summary for the Board and Superintendent to be presented after the June meeting. The team also discussed how grants for technology-related initiatives funded by the Rye Neck School Foundation would be administered to ensure compatibility with our existing systems and processes. Mrs. Lanza stated that they would require review and approval by her and the District.

The next TPAT meeting is scheduled for June 4th. This will be the last meeting of the year. Trustee Yong will give a final report at the June 5th Planning Session.

### **Technology Procurement Procedures**

Mrs. Lanza reported that the TPAT discussed that this document would be called "Technology Procurement Guidelines" and will be a living document since our needs might change from year to year. Pieces of the Guidelines will be used based on what is being purchased. She stated that she will be using the pentest to test the Function Requirements section of the Guidelines.

### **ESS and Special Ed**

Mr. Siegel updated the Board with regard to Effective School Solutions. He gave a summary of the contracted services provided by ESS for the 2023-2024 school year. They provide therapeutic services to up to 10 middle and high school students. They run the Champions program, a faculty coaching program to educate on trauma attuned instruction. They provide up to six hours of faculty group professional development, as well as virtual and in-person learning. They provide up to 8 hours of parent group professional development. The virtual sessions are recorded and posted on the district website. Lastly, they provide a Multi-Tier Support Services Playbook, which is a curated process and best practices manual curated specifically to the resources and culture of the District.

### **Board Operations Manual**

The Board discussed the language of the draft manual created by Trustees Golle and Wagner. More specifically, they discussed the language referring to committee appointments. Following discussion as to how this has historically been handled the Board voted as follows:

President Mansell, Trustees Carmel, Yong and Wagner voted to keep the language as is. Trustees Nashelsky and Golle voted to change the language.

The language will remain as is.

### **Year-End Spending**

Discussion was had with regard to year-end spending and whether or not the District should solicit feedback from the community with regard to year-end spending.

### **Cell Phone Use in School**

Dr. Lutinski reviewed with the Board the issues involved with the use of cell phones and electronic devices in each of the schools, and the rules for each of the schools. He advised that the District is looking at how best to help teachers manage use of phones and Apple watches in the classrooms.

### **V. Adjournment of Meeting**

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

**RESOLVED**, that there being no further business to come before the Board, the Board of Education Planning Session of May 8, 2024 be adjourned.

**AYES: All Present**

**NAYES: None**

President Mansell adjourned the meeting at 11:27 a.m.

Respectfully submitted,

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Mary Ellen Chiera  
District Clerk