



**RYE NECK UNION FREE SCHOOL DISTRICT  
300 HORNIDGE ROAD  
MAMARONECK, NEW YORK 10543  
BOARD OF EDUCATION PLANNING SESSION  
APRIL 3, 2024**

Present: President Rebecca Mansell  
Trustee Jason Carmel (Joined meeting at 6:40 p.m.)  
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  
Mary Ellen Chiera, District Clerk

**I. Opening of Meeting**

President Mansell called the meeting to order at 6:35 p.m.

**II. Approval of Minutes**

**Approval of Minutes of the March 13, 2024 Board of Education Meeting**

Upon motion duly made by Trustee Wagner and seconded by Trustee Yong, 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 March 13, 2024 as submitted.

**AYES: All Present**

**NAYES: None**

**III. Discussion**

**Strategic Plan Update with Judy Wilson**

The Board met virtually with Strategic Plan consultant, Judith Wilson who stated that the District is on target for the implementation of the strategic plan beginning July 1st. The action plan committees have met regularly and are making good progress. The action steps will be tied to a timeframe for work in July 2024 through December 2025. They will be specific, comprehensive for K-12 and measurable/demonstrable by data and evidence. The action plans will be shared with the full Board in April. Ms. Wilson reviewed with the Board the draft examples of the action plan.

### **Technology Procurement Process**

Mrs. Lanza reviewed with the Board the technology procurement process and her role in the process. She stated that she will be doing the research and making recommendations. She may ask for input from our IT consultants, when necessary. Discussion was had as to whether her duties will evolve and whether or not she will continue working on the website and on communications.

### **Year-End Spending Proposals**

Mrs. Mahar provided the Board with an overview of the anticipated surplus for the end-of-year spending. Discussion was had as to why there are facilities items on the list when we are proposing to use the capital reserve fund. Mrs. Mahar stated that the items on the year-end list are not included in the proposition proposal. Additionally, discussion was had regarding whether or not there are sufficient funds for professional development and summer work and what resources are available. Mrs. Mahar assured the Board that there are sufficient funds and that any money leftover from title grants go toward summer work.

Next, Mr. Ceglia reviewed the athletic projects for consideration for end-of year expenditures: soundproofing material of the Middle School gym, and installation of synthetic turf and upgrade of equipment in the fitness center.

### **Policy Updates from March 21st Policy Meeting - Technology Committee & Facilities Committee**

Discussion was had regarding the types of committees a school district can form as well as what type of committee should be formed for the technology and facilities committees. It was decided that they would be considered “school committees”. The Board will form the committees using NYSSBA’s sample policy 2260 and will include language regarding the open meetings law. The policies will be added to the May 22nd agenda for a first reading and will be adopted at the June 20th meeting.

In response to a question regarding a video conferencing policy, Trustee Nashelsky explained the video conferencing law.

### **Governance Manual Update**

Trustees Golle and Wagner advised the Board that they met to review alternative districts’ handbooks and solicited priority topics from the Board. They will have a first draft of the Rye Neck Governance Handbook to the Board for review by April 26th and will discuss it at the May 8th planning session. In addition, discussion was had regarding scheduling a Board retreat on May 2nd to work on the handbook.

### **TPAT Update**

Trustee Yong gave a report from the March 4th TPAT meeting. Following discussion, it was stated that once the TPAT becomes an official committee, they will bring their suggestions to the Director of Technology who will then make suggestions to the Board. In addition, the Director of Technology will create agendas for the committee meetings.

**IV. Adjournment of Meeting**

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

**RESOLVED**, that there being no further business to come before the Board, the Board of Education Planning Session of April 3, 2024 be adjourned.

**AYES: All Present**

**NAYES: None**

President Mansell adjourned the meeting at 8:21 p.m.

Respectfully submitted,

---

Mary Ellen Chiera  
District Clerk