



**RYE NECK UNION FREE SCHOOL DISTRICT
300 HORNIDGE ROAD
MAMARONECK, NEW YORK 10543
BOARD OF EDUCATION PLANNING SESSION
JANUARY 31, 2024**

Present: President Rebecca Mansell
Trustee Jason Carmel
Trustee Gloria Golle
Trustee Patty Nashelsky
Trustee Erica Wagner
Trustee Elizabeth Yong (Arrived at 6:35 p.m.)
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 6:30 p.m.

Discussion took place regarding scheduling of the NYSSBA presentation.

II. Approval of Minutes

Approval of Minutes of the January 17, 2024 Board of Education Meeting

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 hereby approves the Minutes of the Board of Education Meeting held January 17, 2024, as submitted.

AYES: All Present

NAYES: None

Approval of Minutes of the January 22, 2024 Board of Education Special Meeting

Upon motion duly made by Trustee Wagner 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 January 22, 2024, as submitted.

AYES: All Present

NAYES: None

III. Discussion

NYSSBA Policy Review Options - With NYSSBA Representative

A representative from NYSSBA joined the meeting to discuss NYSSBA's policy offerings. Rye Neck currently uses their update service and E-Policy manual service and is considering using their compliance review service or their comprehensive review service. Discussion was had regarding the specifics of each service, and Dr. Lutinski requested they provide a list of other districts in our area for which NYSSBA has performed the comprehensive review. It was agreed that the Board will revisit this discussion at its February 28th Planning Session.

Draft 2024-2025 Calendar

The Board reviewed the draft calendar for the 2024-2025 school year. Following discussion regarding superintendent conference days and the last day of school, the Board agreed that it would approve the calendar at the February 14th Board meeting.

Board Requests for Administrative Information

Discussion was had regarding information requested from administration by Board members, what procedures are in place, and the role of the Board in certain areas.

Sample Code of Ethics

Discussion was had as to whether the Code of Ethics needs to be a formal policy, how it applies to the Board, and how it differs from the Board Goals. It was suggested that the Board adopt a Code of Ethics that is not a formal policy but which states the aspirations of the Board. This will be on the agenda for the February 8th Policy Committee meeting and will be discussed again by the Board at its February 28th Planning Session.

Audit Committee Update

Discussion was had regarding the draft Long Range Plan, how future foundation aid will affect our budgets, and the possible use of reserve funds.

Policy Committee

Discussion was had regarding adding to the February 8th Policy Committee agenda the creation of a formal charter for the Technology Planning Advisory Team and Facilities Planning Advisory Team. It was decided to hold off until the next scheduled Policy meeting, but we should plan to have them ready for a first read at the May Board meeting.

Capital Reserve Use

Mrs. Mahar presented the proposal to use funding from the 2022 Capital Reserve Fund. Recommendations for the proposed work are based on the Building Condition Survey and include roof work on the original High School gymnasium; repaving, fence repair, foundation remediation work, envelope work and exterior masonry repairs at Daniel Warren; and repaving, curb and sidewalk repair, and envelope work at F.E. Bellows. It is also proposed that a portion of the funds be used to engage an architect to perform a study of the athletic fields, an analysis of adding air conditioning systems at the elementary schools, as well as engaging an architect and engineer to explore an energy performance contract to update district lighting, electrical panels and end of life HVAC units.

Mrs. Mahar explained that in order to use the funds, a Proposition II to authorize the use

of capital reserve funds would need to be added to the ballot for the May 21, 2024 budget vote. Following discussion, it was agreed that the Board would approve a resolution to add Proposition II to the May 21st ballot at its February 14th Board meeting.

IV. New Business

First Reading - Policy 8130.2 - Workplace Violence Prevention

Trustee Nashelsky explained that this policy is a NYSSBA based policy, complies with new law in New York State, and is required to be adopted by February. It will be on the agenda for a second read and adoption at the February 14th Board meeting.

V. Adjournment of Meeting

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

RESOLVED, there being no further business before the Board, that the Board of Education Planning Session of January 31, 2024 be adjourned.

AYES: All Present

NAYES: None

President Mansell adjourned the meeting at 8:18 p.m.

Respectfully submitted,

Mary Ellen Chiera
District Clerk