



**RYE NECK UNION FREE SCHOOL DISTRICT  
300 HORNIDGE ROAD  
MAMARONECK, NEW YORK 10543  
BOARD OF EDUCATION PLANNING SESSION  
OCTOBER 1, 2024**

Present: President Jason Carmel

**DRAFT**

- Trustee Nikki Barker
- Trustee Halli Gatenio
- Trustee Gloria Golle
- Trustee Erica Wagner
- Trustee Elizabeth Yong
- Dr. Eric Lutinski, Superintendent of Schools
- Carolyn Mahar, Assistant Superintendent for Business
- Corrine Ryan, Assistant Superintendent for Curriculum and Instruction
- H. William Siegel, Director of Pupil Personnel Services
- Mary Ellen Chiera, District Clerk

**I. Opening of Meeting**

President Carmel called the meeting to order at 6:30 p.m.

**II. Approval of Minutes**

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

**RESOLVED**, that the Board of Education of the Rye Neck Union Free School District approves the Minutes of the September 18, 2024 Board of Education Meeting.

**AYES: All Present**

**NAYES: None**

**III. Discussion**

**Board President Responsibilities**

Discussion was had with regard to agenda setting and the procedures for when Board members have items to add to a planning session agenda. President Carmel stated that the trustee should email him the topic they would like to discuss including as much information as possible. A draft of the agenda will be emailed to all Board members for their review and comments the day before the agenda is posted, and all comments should be sent to the Board President.

With regard to community communications, President Carmel stated that if the communication is more appropriate for the administration, he will forward it to the

appropriate person to respond. If the communication requires a response from the Board, he will share a draft of his response with the entire Board, and each member will have the opportunity to respond as to whether or not they agree, have minor edits, or disagree with the draft. They will have at least 24 hours to respond. If there is a disagreement, he will then have a discussion with that trustee, edit the response and share it with the entire Board one more time before sending it to the community member.

### **ESS Report Card**

Mr. Siegel reviewed with the Board the relationship between Rye Neck and ESS who provide services for faculty, students and parents. He reviewed the first year implementation and stated that ESS delivered parent programs, faculty learning, trauma attuned classrooms, MTSS and therapeutic student interventions.

Next, Mr. Siegel explained ESS' MTSS-aligned 3 tiered approach to complement and strengthen the District's mental health efforts. He reviewed enrollment numbers; and a breakdown of the services delivered. He stated that the utilization of services has been high with 721 services delivered at an average of 2.8 services per student weekly. He reviewed diagnosis results, anxiety being the major issue at 92%; therapeutic progress by month; the academic impact of the services; results of the parent survey; and the cost savings to the District.

Finally, he stated that the clinician has been able to make some breakthroughs with students that were initially resistant to services, and the relationship and collaboration with ESS and school administrators has remained strong and open.

Discussion followed regarding the creation of a universal student screener to identify students with mental health issues. Currently, this information comes from teachers and/or parents. However, Policy 5550 states that this type of survey should be an opt-in model therefore, the policy will need to be modified. Legal counsel will be updating the policy to make it less restrictive, so this policy will not be adopted at the October Board meeting.

### **Policy Update**

Trustee Barker advised the Board which policies were reviewed at the September 26th Policy Committee meeting and explained that some will be put up for a first reading in October and some will be put on hold. Discussion was also had regarding some of the policies contained in the sections from the NYSSBA review. Following discussion, Trustee Yong stated that she would share a policy spreadsheet with the entire Board. Trustee Barker stated that the Committee would welcome feedback from the Board and administrators as they move forward.

Next, Trustee Yong reviewed with the Board policies 8635, 8635-R, 8635-E and 6150 which will be on for a first reading at the October 16th Board meeting and second reading and adoption at the November 13th Board meeting.

### **Committees - Community Member Selection Process**

The Board discussed how committee members are selected. A call for applications from community members interested in joining a committee will be made, names of applicants will be shared with members of the Board and relevant administrators, and the heads of

each committee will decide which community members to invite to join their committee. This will be formalized in the respective committee charters.

### **Superintendent Goals and SuperEval - Process and Draft Goals**

With regard to goals, Dr. Lutinski advised that he and President Carmel have been working on goals since the summer. He reviewed with the Board each of his three goals: Goal 1 - Relationship with the Board; Goal 2 - Strategic Plan; and Goal 3 - Instructional Leadership.

With regard to SuperEval, Dr. Lutinski stated that he would push the button on his goals tomorrow so the Board can do their part. Discussion was had with regard to how SuperEval works, receiving quarterly updates on progress towards Dr. Lutinski's goals, and on the annual evaluation.

### **Office Hours**

Trustees Wagner and Gatenio reported that they had office hours prior to the meeting with a parent who had a concern about cellphone use in the Middle School and about sensitive materials contained in a book read by students in a Middle School English class. With regard to the sensitive material contained in the book, the parent felt that the subject matter was one that a child may not have knowledge of, and she suggested pre-teaching about the subject and making parents aware of it ahead of time.

## **IV. New Business**

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

**RESOLVED**, that the Board of Education of the Rye Neck Union Free School District hereby appoint Jocelyn Donat as the community member to the Audit Committee for the 2024-2025 school year.

**BE IT RESOLVED**, that the Board of Education of the Rye Neck Union Free School District hereby appoint Laurel Ryan as the community member to the Policy Committee for the 2024-2025 school year.

**BE IT RESOLVED**, that the Board of Education of the Rye Neck Union Free School District hereby appoint the following community members to the Facilities Committee for the 2024-2025 school year:

John Gonnella  
Heather Harvey  
Anthony Hayden  
Tanya Preisser  
Christine Sheridan  
Paul Sutter

**BE IT RESOLVED**, that the Board of Education of the Rye Neck Union Free School District hereby appoint the following community members to the Technology Committee for the 2024-2025 school year:

Tunc Altinbas  
Michael Gillespie  
Meghan Keane Graham  
Ilissa Miller  
Delia Osgood

**AYES: All Present**

**NAYES: None**

**V. Adjournment of Meeting**

Upon motion duly made by Trustee Yong seconded by Trustee Barker , it was

**RESOLVED**, that there being no further business before the Board, that the Board of Education Planning Session of October 1, 2024 be adjourned.

**AYES: All Present**

**NAYES: None**

President Carmel adjourned the meeting at 8:43 p.m.

Respectfully submitted,

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Mary Ellen Chiera  
District Clerk