

The Fishers Island Union Free School

Board of Education Meeting Minutes



Date: October 21, 2009
Time: 5:30 p.m.
Location: Social Studies Room

Board of Education

Stephanie Hall, Board Chairman

Nina Schmid, Vice-Chairman

Maria Frank, Member

Sara McLean, Member

Janio Spinola, Member

Contact Information for Board of Education

Member:	Home Phone:	Email:
Stephanie Hall	788-7447	stephanie.k.hall@pfizer.com
Nina Schmid	788-7975	nina9ah@hotmail.com
Maria Frank	788-7165	mfrankfidoc@gmail.com
Sara McLean	788-7650	srmcl@mac.com
Janio Spinola	788-7922	jspinola@fishersisland.net

Schedule of Regular Meetings 2009-2010

July 7, 2009	January 20, 2010
July 29, 2009	February 10, 2010
August 19, 2009	March 17, 2010
September 16, 2009	April 14, 2010
October 21, 2009	May 4, 2010 Budget Hearing
November 18, 2009	May 18, 2010 Annual Meeting/Budget Vote
December 16, 2009	June 16, 2010

Public Participation Guidelines

Members of the community are invited to speak on topics of interest and / or topics to be addressed in the agenda. The Board of Education may choose to interact with participants, but will not act upon topics that require further study before action is taken. The participation time will be limited to three (3) minutes per person and fifteen (15) minutes overall to guarantee efficient operation of the entire meeting.

Board of Education Meeting Minutes

October 21, 2009

Board of Education Members: Nina Schmid, Vice-President; Dr. Maria Frank, Janio Spinola, Sara McLean

Absent: Stephanie Hall, Chairman.

1. School Community Session- 5:30 p.m.

- 1.1 Call to Order / Pledge of Allegiance - Nina Schmid called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.
- 1.2 Public Participation: There were no public comments.
- 1.3 Recognition: School Board Recognition Week – Proclamation.
Mr. Meyers read a proclamation from the State of New York signed by Governor Patterson acknowledging the commitment and contributions of members of local school boards in districts throughout the Empire State. Mr. Meyers presented the School Board members with a token of appreciation including a School Board hat, and leather bound notepad on behalf of the staff and students.
- 1.4 Presentation of Plaque from NYSIR – Mr. Meyers presented the Board members with a plaque from the New York State Insurance Reciprocal on the occasion of its 20th anniversary with appreciation and gratitude for their commitment to students.

2. Auditor's Report (*Auditor*)

Mr. Christopher Reino, CPA, external auditor from the firm of Coughlin, Foundotos, Cullen & Danowski, LLP presented the Auditor's Report which was completed during the past summer. Mr. Reino summarized the financial reports for the year ended June 30, 2009 including the Financial Statement showing the financial activity of the district, an extra classroom report which reports on the students' activities, the management letter which deals with new standards and material weaknesses and comments on the controlled deficiencies. The General Fund's total fund balance as reflected in the fund financial statements is \$1,565,790. The Undesignated Fund Balance is \$192,307. which is approximately 5% of the 2009-2010 budget total of \$3,383,989. Section 1318 of the NYS Property Tax Law limits the undesignated fund balance a school district can retain to 4% of the ensuing year's budget. Mr. Reino stated that Fishers Island has made good progress in reducing the amount of the undesignated fund balance which was over 7% last year. The auditors recommended that the District review all internal controls within its computer operations. They also recommended that the District review its purchasing procedures with the goal of maximizing the use of purchase orders. The accountants also noted that the District's business office continues to utilize the services of an outside accounting firm to assist in preparing journal entries necessary to close its books at year's end. Mr. Reino concluded his report by stating that the District' financial condition has continued to improve this year, and the Business Office is doing a great job. The Board agreed that the District will continue to use an outside firm to assist in closing out the books at year's end.

Nina Schmid requested a motion to accept the Auditor's report. Sara McLean made a motion to accept the report, seconded by Janio Spinola. Motion Carried: 4-0.

3. Consent Agenda (*Business Manager*)

Nina Schmid requested a motion to add additional warrants totaling \$6,397.75. Motion made by Janio Spinola, seconded by Maria Frank. Motion carried: 4-0.

3.1 Warrants Payable Total Amount of Warrants \$169,578.37

- Payroll Warrant # 25 \$ 28,400.73
- Payroll Warrant # 26 28,662.53
- Multi-Fund Warrant # 27 101,535.55
- Faculty House Warrant # 28 10,979.56

3.2 Transfers (*none*)

3.3 Budget Status Report (*Resource Packet*)

3.4 Budget Status Report – Special Aid Fund (*Resource Packet*)

3.5 Budget Reconciliation Summary (*Resource Packet*)

3.6 Revenue Status Report (*Resource Packet*)

3.7 Anticipated Cash Flow Report (*Resource Packet*)

3.8 Extra-Curricular Ledger Report (*Resource Packet*)

Janio Spinola made a motion to approve the consent agenda, seconded by Sara McLean. Motion carried: 4-0.

4. Action Items: (*Board Chairman*)

- 4.1 Motion: To Approve Minutes (with changes noted) of September 16, 2009 Regular Board Meeting and Minutes of October 7, 2009 Special Board Meeting (*Resource Packet*)
- 4.2 Motion: To Approve Student Technology Use Policy – Second Reading (*Resource Packet*)
- 4.3 Motion: To Approve Code of Conduct – Second Reading (*Resource Packet*)
- 4.4 Motion: To Approve the appointment of Timothy Sermak as Advisor to the Fishers Island School Newspaper (*Resource Packet*)
- 4.5 Motion: To Approve the appointment of Meredith Blanzaco as Music Director of the Fishers Island School Spring Musical (*Resource Packet*)
- 4.6 Motion: To Approve the appointment of John Weil as Advisor to the Fishers Island School Walking Club (*Resource Packet*)
- 4.7 Motion: To Approve the appointment of Nathan Matzdorff as School Concert (and the Spring Musical) Accompanist for the 2009-2010 School Year (*Resource Packet*)
- 4.8 Motion: To Approve the appointment of Jill Paciorek as Cheerleading Coach for the 2009-2010 School Year (*Resource Packet*)
- 4.9 Motion: To Approve of the Disposal of Obsolete Computers (all donated by Pfizer) (*Resource Packet*)

Sara McLean made a motion to approve the action items, seconded by Janio Spinola. Motion carried: 4-0.

5. Discussion Items (*Superintendent*)

- 5.1 Special Meeting with facilitators on Mission & Goals / Board Committee Structure – Saturday, November 14, 2009 8:30 – 11:00 School Library
- 5.2 Nina Schmid added a request from Mr. Gillan regarding a discount on the ferry for visiting athletes. Mr. Gillan came to the Ferry District to request discounts for visiting athletic teams. The Ferry District cannot give any discounts at this time. Sara McLean stated that this would not qualify as a valid grant from the Sanger Fund. Discussion ensued, and the Board concluded that if other schools want to come to Fishers Island, it is up to their PTO or Booster Clubs, etc. to raise the necessary funds. The Board will request that Mr. Gillan gather some data on whether the cost of the ferry is discouraging teams from coming to Fishers Island for games. The issue was tabled at this time.

6. Superintendent's Report (*Superintendent*)

- 6.1 Upcoming Washington D. C. Trip
Mr. Meyers presented the Board members with an itinerary for the upcoming trip to Washington. Mr. Meyers reviewed the schedule with the Board and identified a few changes. There are 45 students going, with 9 chaperones accompanying them on the trip. Mr. Meyers also mentioned that the money for gratuities will be collected in advance. Carol Giles will administer medications as needed (per the permission slips). She has also requested copies of insurance cards. Nina Schmid raised the issue of student behavior on the trip, and Mr. Meyers stated that the students have been advised of the expectations for their behavior, and the consequences in case they do not adhere to these expectations.
- 6.2 Report on In-Service Day October 13, 2009 (*Resource Packet*)
Mr. Meyers gave the Board a brief overview of the October 13th Teacher In-Service activities. The morning was spent in a training session by Mr. Ed Doherty from BOCES on School Bus regulations and safety training in order to comply with New York State requirements. In the afternoon Mr. Meyers updated the faculty on the Board's discussion about the school's facilities plans. There was also a group process activity to brainstorm ideas for enhancing the school's spirit and culture. The suggestions included having more whole-school activities centered around themes and projects, improving the school facilities, developing a showcase opportunity for student work on a monthly basis so that every student gets to be a star, to empower the student council so they have more of a voice in the school, and to do some off-island community service projects as a school.

7. Adjournment-

Nina Schmid requested a motion to adjourn the meeting . Janio Spinola made a motion to adjourn, seconded by Maria Frank. Motion carried:4-0. The meeting was adjourned at 7:05 p.m.

Name of Recorder: Leslie Tombari

Board of Education Resource Packet

For

**October 21, 2009
Regular Meeting**

“For Your Information”

Additional Materials

For

Board of Education Review

From

Office of Superintendent

October 21, 2009