

Shelter Island School Board of Education
Tuesday, January 16, 2018

Budget Presentation and Regular Meeting

6:00 pm, Conference Room

Thomas V. Graffagnino, President * Linda C. Eklund, Vice President

Susan E. Binder Mark A. Kanarvogel Kathleen M. Lynch Tracy McCarthy Elizabeth Melichar

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Shelter Island School Mission Statement – Engage, Explore, Empower**

The following statement will be read:
We want our students to cherish our small Island community while applying and expanding their learning about, understanding of, and engagement with the wider world. To do this they must be: ethical and moral individuals; respectful and responsible communicators; creative and analytical thinkers; knowledgeable and literate readers, writers, mathematicians and scientists; participants in and audiences for art, drama, music, athletics, and other artistic, cultural, and social activities; skilled and successful workers and consumers; and committed and active citizens.
4. **Budget Presentation**
 - a. 2018-2019 Budget - Administration
5. **Visitor Questions (Specific to the agenda)**
6. **Consent Agenda – The Board President may seek a motion to approve and/or accept the following agenda items:**
 - a. Approval of Minutes
 1. Regular Meeting of December 11, 2017
 2. Budget Meeting of January 8, 2018
7. **Correspondence - None**
8. **Presentations**
 - 8.1 Presentations Requiring Board Approval
 - a. Chris Angotta of Nawrocki Smith – Audit Report Year Ending June 30, 2017
MOTION: The Board President requests a motion to accept and approve the audit reports for the fiscal year ending June 30, 2017.
 - b. Kerri Knipfing and Debbie Sears – Senior Class Trip Update
MOTION: The Board President may request a motion to approve the Senior Class Trip to Orlando, FL on Friday, June 1, 2018 – Monday, June 4, 2018.
9. **Personnel - The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Personnel Action: 9.1 – 9.3**
 - 9.1 Childcare Leave
 - a. Approve a contractual childcare leave of absence for James Theinert, Mathematics 7-12 Teacher, to commence on or about January 22, 2018 through on or about February 16, 2018, with said period credited towards the employee's FMLA leave of absence.
 - 9.2 Additional Substitute Teacher Aide for the 2017-2018 School Year, at \$95 per day; pending clearance for employment by the NYS Department of Education (fingerprint initiative)
 - a. Susan Eschrich
 - b. James J. Read, III
 - 9.3 Tenure
 - a. Approval of the tenure recommendation of Martha Tuthill, in the tenure area of School Counseling & Guidance, effective February 23, 2018.

- 10. Program** - The Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Program Action: 10.1
- 10.1 CPSE Recommendations for the 2017-2018 School Year
- a. Committee on Preschool Special Education
- 11. Finance** – The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Finance Actions: 11.1 – 11.3
- 11.1 Financial Reports
- a. Appropriations Status Report
 - b. Revenue Status Report
 - c. Claim Auditor’s Report – December 2018
 - d. Payroll Audit Report – December 2018
- 11.2 Budget Transfers & Journal Entries
- a. Accept and approve Budget Transfer and Journal Entry Reports for the period of December 2, 2017 through January 11, 2018, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.
- 11.3 Audit Corrective Action Plan
- a. Accept the Superintendent’s Audit Corrective Action Plan from the audit management letter for the period ending June 30, 2017, as required by regulations of the State Education Department Commissioner
- 12. Business** – The Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Business Actions: 12.1 – 12.3
- 12.1 Contract
- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Suffolk County Department of Health Services, designating the school as a mass dispensing site in the event of a public health emergency, for the distribution of medicine to the public. The term of said agreement shall be retroactive to January 1, 2017 through December 31, 2022; and authorize the Board President to execute said agreement.
- 12.2 Donations & Budgetary Increases
- a. Authorize the Shelter Island School District to accept a donation of \$2,200.00 from the Shelter Island Presbyterian Church for the National Honor Society - Habitat for Humanity, in the amount of \$1,200 and \$1,000 to be used for College Visit(s); and authorize to increase the budget line of Field Trip Transportation, A5540.400.00.2110, in the amount of \$1,000 to be offset by said donation. (Note: there is no budget line to increase for the National Honor Society as it is part of Extra Class.)
 - b. Authorize the Shelter Island School District to accept a donation of \$700.00 from the Shelter Island Educational Foundation for the DECA State Competition. (Note: there is no budget line to increase for DECA as it is part of Extra Class.)
 - c. Authorize the Shelter Island School District to accept a donation of \$2,000 from the Shelter Island Educational Foundation for the Nutcracker Field Trip; and authorize to increase the budget line of Field Trip Fees, A2110.419.00.0000, in the amount of \$2,000 to be offset by said donation.
- 12.3 Amend Motion
- a. Amend the motion of August 14, 2017, 11.4a. Budget Line Increase, to read as follows:

WHEREAS, the District received and recorded \$423.00 of E-Rate Funding on June 30, 2017; and

WHEREAS, these monies were intended to be utilized as part of the 2017-2018 budget

NOW THEREFORE, BE IT RESOLVED, that the Board of Education hereby authorizes a decrease to Unassigned Fund Balance, A911, in the amount of \$423.00 for the E-Rate Funding, received on June 30, 2017, that was closed into prior year fund balance; and

Authorize an increase to the budget line of Computer Materials and Supplies, A2630.450.00.0000, in the amount of \$423.00.
- 13. Facility – None**
- 14. Items for Consideration - None**
- 15. Old Business - None**
- 16. School District Business Leader’s Report - None**

17. Director of Athletics, Physical Education, Health, Wellness and Personnel Report

- a. Winter Athletics Update
- b. Jersey Retirement Ceremonies

18. Academic Administrator Report

- a. PTSA Holiday Boutique
- b. Professional Development with Victor Jaccarino

19. Superintendent Report

- a. Book Club – January 18, 2018
- b. Doughnuts with Dr. Finn – February 1, 2018
- c. Shelter Island Women's Club
- d. Snow Days
- e. Driver's Education Summer Sessions

20. Board Member Reports

21. Student Liaison Report

22. Visitor Comments

23. Executive Session - *It is expected that the Board of Education will enter Executive Session at the end of this scheduled public meeting, to discuss the employment of particular individuals in the District.*

24. Adjournment