

Shelter Island School Board of Education
Monday, June 17, 2019
Regular Meeting at 6:00 pm, Conference Room

Thomas V. Graffagnino, President * Kathleen M. Lynch, Vice President
Margaret Colligan Linda C. Eklund Mark A. Kanarvogel John W. Klupka, Sr. Tracy McCarthy

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. Visitor Questions (Specific to the agenda)

5. Consent Agenda – The Board President requests a motion to approve and/or accept the following agenda items:

5.1 Approval of Minutes

- a. Public Budget Hearing/Regular Meeting of May 13, 2019
- b. Special Meeting of May 15, 2019
- c. Annual District Meeting and Election of May 21, 2019
- d. Special Meeting of June 4, 2019

6. Correspondence

7. Presentations

7.1 Presentations Not Requiring Board Approval

- a. Dan Williams and Research Students – A Year in Review
- b. Sean Brennan, Peter Miedema and Members of the Class of 2020 – Washington DC Field Trip
- c. Martha Tuthill - Senior Class College Acceptances & Decisions
- d. Michelle Corbett – United Nations and Jewish Heritage Museum Field Trip

8. Personnel - The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Personnel Action: 8.1 – 8.12

8.1 Tenure

- a. Approval of the tenure recommendation of Sean Brennan, in the tenure area of Social Studies 7-12, effective September 1, 2019.
- b. Approval of the tenure recommendation of Laura Mayo, in the tenure area of ESL, effective September 1, 2019.

8.2 Driver's Education Summer Program

- a. Appoint Christopher Conrardy, Driver's Education Summer program teacher, effective July 8, 2019 through August 2, 2019, at his individual hourly rate, not to exceed 100 hours.

8.3 Additional Personnel for Summer School 2019

- a. Appoint the following personnel for the Leap Into Learning Summer School Program, effective July 1, 2019 through July 25, 2019, for 30 hours each, at her individual hourly rate:
 1. Deborah Brewer, aide
 2. Doreen Clark, aide

8.4 Amend Motion

a. Amend the motion of May 13, 2019 from:

Appoint the following personnel for the Specialized Reading Summer School Program, effective July 1, 2019 through August 9, 2019, at her individual hourly rate:

1. Janine Mahoney, 24 hours
2. Rachel Brigham, 24 hours
3. Jessica Nardi, 12 hours

to:

Appoint the following personnel for the Specialized Reading Summer School Program, effective July 1, 2019 through August 9, 2019, at her individual hourly rate:

1. Janine Mahoney, **36 hours**
2. Rachel Brigham, 24 hours
3. Jessica Nardi, **24 hours**

8.5 Amend Motion

a. Amend the motion of May 13, 2019 from:

BE IT RESOLVED THAT: The Board of Education hereby approves Danielle Spears, as School Psychologist, effective September 1, 2019, at \$65,275.00, Step 1 MA of the 2019-2020 teacher salary scale, with a four (4) year probationary period through September 1, 2023, in the tenure area of School Psychologist.

BE IT FURTHER RESOLVED THAT: Ms. Spears must receive three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of her probationary appointment to be granted or considered for tenure.

to:

BE IT RESOLVED THAT: The Board of Education hereby approves Danielle Spears, as School Psychologist, effective **July 1, 2019**, at \$65,275.00, Step 1 MA of the 2019-2020 teacher salary scale, with a four (4) year probationary period through **July 1, 2023**, in the tenure area of School Psychologist.

BE IT FURTHER RESOLVED THAT: Ms. Spears must receive three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of her probationary appointment to be granted or considered for tenure.

8.6 Summer 2018 Extra Duty

- a. Lisa Goody to provide extra duty, as needed, between the period of June 27, 2019 and September 3, 2019, at a rate of \$15.00 per hour
- b. Deborah Brewer to provide extra duty, as needed, between the period of June 27, 2019 and September 3, 2019, at a rate of \$15.00 per hour

8.7 Extra Compensation

- a. Walter C. Brigham, III to provide computer support and supervision for the period of time between July 1, 2019 and September 3, 2019, at his daily rate
- b. Martha Tuthill to provide guidance counseling services for the period of June 27, 2019 and September 1, 2019, not to exceed 15 days, at her daily rate
- c. Meghan Lang to provide assistance to the guidance counselor for the period of June 27, 2019 and September 1, 2019, not to exceed 10 days, at her daily rate

8.8 Additional Substitute Teacher for 2018-2019 School Year

- a. Approve Meaghan Glenn as an additional substitute teacher for the 2018-2019 school year, at a rate of \$110.00 per day, retroactive to May 20, 2019.

8.9 Interim Superintendent

- a. BE IT RESOLVED THAT: The Board of Education herewith appoints Dr. Allan Gerstenlauer as Interim Superintendent, and

BE IT FURTHER RESOLVED THAT said appointment shall commence retroactively on June 10, 2019, and

BE IT FURTHER RESOLVED THAT for the period of June 10, 2019 to June 30, 2019, Dr. Gerstenlauer shall not assume the office and duties of the Superintendent of Schools since the incumbent Superintendent will remain in the employ of the District until June 30, 2019, and

BE IT FURTHER RESOLVED THAT during the aforesaid period of June 10, 2019 to June 30, 2019, Dr. Gerstenlauer shall be employed to work with the incumbent Superintendent and Board of Education respecting the transition of the superintendency; and

BE IT FURTHER RESOLVED THAT: Effective July 1, 2019, Dr. Gerstenlauer shall assume all of the powers and responsibilities of the office of Superintendent, serving as Interim Superintendent, and

BE IT FURTHER RESOLVED THAT: The President of the Board of Education is herewith authorized to execute on behalf of the Board of Education an agreement dated June 17, 2018.

8.10 Non-Aligned Personnel Employment Agreement

a. BE IT RESOLVED THAT: The Board of Education hereby approves the annexed agreement between the Shelter Island School District and non-aligned personnel; and

BE IT FURTHER RESOLVED THAT: The Board of Education hereby authorizes the Board President to execute said agreement.

8.11 Employment Agreement

a. BE IT RESOLVED THAT: The Board of Education hereby approves the agreement between the Shelter Island Union Free School District and Mr. Todd Gulluscio; and

BE IT FURTHER RESOLVED THAT: The Board of Education hereby authorizes the Board President to execute said agreement.

8.12 Employment Agreement

a. WHEREAS, for reasons of economy, efficiency, and reorganization, the Board of Education (hereinafter "Board") has received from the Superintendent of Schools a recommendation for the abolition of the position of Academic Administrator, the incumbent of which is Jennifer Rylott; and

WHEREAS, as part of the proposed reorganization, the Superintendent of Schools has made a recommendation for the creation of a new job title, to wit, Director of Pupil Personnel, Data and Instruction; and

WHEREAS, the Board of Education has determined that it is in the best interest of the School District to effectuate the recommendation of the Superintendent of Schools;

NOW, THEREFORE, BE IT RESOLVED:

1. The Board herewith abolishes the position of Academic Administrator, effective July 1, 2019.
2. The incumbent of the position of Academic Administrator, Ms. Rylott shall be, and hereby is, appointed to the position of Director of Pupil Personnel, Data and Instruction, effective July 1, 2019. In connection with the foregoing, the Board of Education has determined that fifty percent (50%) or more of the duties of Ms. Rylott's current position of Academic Administrator are included within the job duties of the position of Director of Pupil Personnel, Data and Instruction. Therefore, based upon the Education Law of the State of New York, the incumbent of the position of Academic Administrator, Ms. Rylott, is entitled to the appointment, effective July 1, 2019, to the Director of Pupil Personnel, Data and Instruction. Further, based upon past meritorious service of Ms. Rylott, she shall be appointed with tenure to the position of Director of Pupil Personnel, Data and Instruction and shall carry all of the seniority and fringe benefits accumulated in the position of Academic Administrator.
3. The Board President has been authorized to execute said agreement.

9. Program - The Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Program Actions: 9.1 – 9.4

9.1 CSE/504 Recommendations for the 2018-2019 School Year

- a. Committee on Special Education
- b. 504 Committee

- 9.2 CPSE Recommendations for Summer 2019
 - a. Committee on Preschool Special Education
- 9.3 CSE/CPSE Recommendations for the 2019-2020 School Year
 - a. Committee on Special Education
 - b. Committee on Preschool Special Education
- 9.4 Destruction of Ballots from May 15, 2018 Annual Budget Vote & Election
 - a. BE IT RESOLVED, that pursuant to Education Law Section 2034, the Board of Education hereby authorizes the District Clerk to destroy all of the ballots cast, spoiled and unused in the May 15, 2018 Annual District Budget Vote and Board of Education Election.

10. Finance – The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Finance Actions: 10.1 – 10.5

- 10.1 Financial Reports
 - a. Treasurer’s Report – April 2019
 - b. Extra Class Report – April 2019
 - c. Appropriations Status Report
 - d. Revenue Status Report
 - e. Claim Auditor’s Report – May 2019
 - f. Payroll Audit Report – May 2019
- 10.2 Budget Transfers & Journal Entries
 - a. Accept and approve Budget Transfer & Journal Entry Reports for the period of May 1, 2019 through May 30, 2019, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.
- 10.3 Tax Anticipation Note (TAN)
 - a. Adoption of the Tax Anticipation Note Resolution of the Shelter Island Union Free School District, New York, authorizing the issuance of not to exceed \$2,000,000 Tax Anticipation Notes for the fiscal year ending June 30, 2020.
- 10.4 Teacher Retirement System (TRS) Sub-Reserve Fund
 - a. WHEREAS, Section 6-r of the New York State General Municipal Law was amended to allow school districts that participate in the New York State Teachers’ Retirement System to establish a sub-fund within its retirement contribution reserve fund to finance retirement contributions to the New York State Teachers’ Retirement System and/or to offset all or a portion of the amount deducted from the moneys apportioned to the school district from the State for the support of common schools pursuant to Education Law §521; and

WHEREAS, the Shelter Island School District participates in the New York State Teachers’ Retirement System; and

WHEREAS, the Shelter Island School District established a retirement contribution reserve fund on June 15, 2009 entitled Retirement Contribution Reserve.

NOW THEREFORE, BE IT RESOLVED that the Board of Education of the Shelter Island School District hereby establishes a sub-fund, entitled Teacher’s Retirement System (TRS) Reserve Sub-Fund, within its retirement contribution reserve fund, subject to the requirements of the maximum contribution of 2% of teachers’ salaries (The term teachers’ refers to all employees that are members of NYTRS.) per year up to the “cap” of 10% of teachers’ salaries.
- 10.5 Budgetary Modification/Transfer
 - a. BE IT RESOLVED THAT: The Board of Education of the Shelter Island Union Free School District hereby authorizes a budgetary modification to the following budget lines in the amount, not to exceed:

A.2110.110.00.0000	\$8,493.75
A.2110.130.00.0000	\$10,381.25
A.2820.150.00.0000	\$16,750.00

to be offset by the Reserve for Employee Benefit Accrued Liability Reserve (EBALR) pursuant to General Municipal Law Section 6-P, effective June 30, 2019.

- b. BE IT RESOLVED THAT: The Board of Education of the Shelter Island Union Free School District hereby authorizes a budgetary transfer to the following budget line in amount not to exceed:

A.9090.802.00.0000 \$71,846.00

to be offset by the Unexpended Budget for the 2018-2019 school year.

11. Business – The Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Business Actions: 11.1 – 11.2

11.1 Contracts/Letter of Intent

- a. Authorize the extension of transportation contract #273706 with Sunrise Bus, Incorporated, for Summer Route, Cutchogue-East, in the amount of \$11,265.04. The term of said contract shall be July 8, 2019 through August 16, 2019; and authorize the Board President and Superintendent to execute said agreement.
- b. Approve the agreement between the Board of Education of the Shelter Island School District and Stony Brook University Medical Center, for student services, as outlined in the engagement letter dated May 20, 2019. The term of such agreement shall be May 20, 2019 through June 30, 2020.
- c. Approve the agreement between the Board of Education of the Shelter Island School District and Island Pump & Tank of East Northport, NY, for oil tank cleaning services, in the amount of \$11,480.00; and authorize the Board President to execute said agreement.
- d. Approve the agreement between the Board of Education of the Shelter Island School District and A+ Technology & Security, of Bay Shore, NY, for additional security cameras, in the amount of \$16,611.00, pursuant to the May 21, 2019 voter authorized budget proposition; and authorize the Board President to execute said agreement.
- e. Approve the agreement between the Board of Education of the Shelter Island School District and A+ Technology & Security, of Bay Shore, NY, for security film, in the amount of \$44,399.99, pursuant to the May 21, 2019 voter authorized budget proposition; and authorize the Board President to execute said agreement.
- f. Approve the agreement between the Board of Education of the Shelter Island School District and Southampton Union Free School District, for student services. The terms of said contract shall be retroactive to September 6, 2018 through June 25, 2019; and authorize the Board President to execute said agreement.
- g. Approve the contract between the Board of Education of the Shelter Island School District and Eastern Suffolk BOCES, for services in the 2019-2020 school year, at a cost of approximately \$266,718.08, subject to such additions or subtractions in services that may be necessary to meet the needs of the district; and authorize the Board President to execute said agreement.
- h. Approve the Letter of Intent between the Board of Education of the Shelter Island School District and Young Equipment Solutions of Hauppauge, NY, for the purchase of new lockers for the lower high school hallway and both the boys' and girls' locker rooms, in the amount of \$60,210.00, pursuant to the May 21, 2019 voter authorized budget proposition; and authorize the Board President to execute said Letter of Intent.

11.2 Additional Private School Transportation

- a. Approval to transport one additional student to Ross Upper School, East Hampton, NY for the 2019-2020 school year.

12. Facility – The Board President requests a motion to approve or accept the recommendations of the Superintendent in the following Facility Actions: 12.1

12.1 Equipment to Excess

- a. Dell Desktop (Obsolete) – Shelter Island Serial #20090448
- b. Dell Desktop (Obsolete) – Shelter Island Serial #003199
- c. MFC 9840 Printer (Obsolete) – Shelter Island Serial #20090693
- d. Dell Vostro Laptop (Obsolete) – Blank Sticker/Not Legible
- e. Four (4) Dell Vostro 200 (Repair Cost Exceeds Value) – Shelter Island Serial #003160, #20090494, #003157, #20090492, #20100331
- f. Sonic Wall Firewall PC (Obsolete) – Shelter Island Serial #20110075
- g. ELO Touchscreen Monitor (Obsolete) – Shelter Island Serial #20090723

- h. Three (3) Asus d550m PC (Repair Cost Exceeds Value) – Shelter Island Serial #20100282, #20100243, #20100242
- i. Two (2) iPads (Repair Cost Exceeds Value, Exceeded for Parts) – Shelter Island Serial #20090858, #20100108
- j. Three (3) Chromebooks (Repair Cost Exceeds Value, Exceeded for Parts) – Shelter Island Serial #20140137, #20140149, #20140185
- k. Acer N16C1 – Product Serial #NXGFTAA007638014B3400 (Obsolete) – Label Rubbed Off
- l. Lenovo E530 Edge (Obsolete) – Missing Sticker
- m. Eight (8) iPads (Repair Cost Exceeds Value, Exceeded for Parts) – Product Serial #DKVJL4GNDFHW, DMQCGG7MDFHQ, DMPJ4Y44DFHW, DMPJ44X3ADFHW, DMQPJRL6FK10, DYTJX748DFHW, DMQJ9JGDFHW, DMQJ924HDFHW
- n. Seven (7) iPads (Damaged, Replaced via Warranty) – Product Serial #DYTJW180DFHW, DYVJW0FGDFHW, DMQGC3UBDFHW, DMPQCMTGFK10, DYTJX6WFDHFHW, DYVJWAYZDFHW, DMPJ928BDFHW
- o. Twelve (12) Chromebooks (Repair Costs Exceeds Value, Exceeded for Parts) – Product Serial #HY3A91ND608411R, #HY3A91GF209525K, #HY3A91BF225747B, #HY3A91ND608333M, #HY3A91GF317114M, #8CG73258HQ, #6422000690, #3197070900892, #6422001305, #120900233Z0RA62L7339, #DMPMK32FC0DLXMQKDF4YF, #6422001305
- p. Three (3) Acer PCS (Repair Cost Exceeds Value, Exceeded for Parts) – Product Serial #AP0RO000400374002401CH, #NBSHE11004428075517600, #AP0RO00040035R002149CH,
- q. John Deere Mower/Tractor with Rototiller Attachment (Damaged Beyond Repair) – Shelter Island Serial #20140064
- r. File Cabinet (Beyond Useful Years) – Shelter Island Serial #00271
- s. File Cabinet (Beyond Useful Years) – Shelter Island Serial #00327
- t. Metal Bending Brake (Beyond Useful Years) – Shelter Island Serial #20090650

13. Items for Consideration

- a. Discuss *suggested* 2019-2020 School Board Meeting Dates (to be approved at July 8, 2019 re-org meeting)

August 12, 2019	November 18, 2019	February 10, 2020	May 11, 2020
September 16, 2019	December 9, 2019	March 16, 2020	May 19, 2020
October 15, 2019	January 21, 2020	April 20, 2020	June 15, 2020

- b. Interest in NYSSBA Conference – October 24-26, 2019, Rochester, NY
- c. Seeking Male Volunteer for Boys' Luncheon (similar to Girls' Tea)

14. Old Business - None

15. School District Business Leader Report

- a. NYSASBO Annual Education Summit & Expo

16. Director of Athletics, Physical Education, Health, Wellness & Personnel Report

- a. Incoming 6th, 7th and 9th Grade Orientation
- b. Field Day
- c. Athletics Update

17. Academic Administrator Report

- a. Grades PK-7 Concert
- b. 5th Grade Oral Comprehensive Projects
- c. North Fork Coalition

18. Superintendent Report

- a. Prom 2019
- b. Valedictorian Luncheon
- c. 12th Grade Oral Comprehensive Exams
- d. Grades 8-12 Concert
- e. ESBOCES Graduation

19. Board Member Reports

20. Student Liaison Report

21. Visitor Comments

22. 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 history of particular individuals in the District.*

23. Adjournment