

**Shelter Island School Board of Education
Monday, January 14, 2019**

Budget Presentation and Regular Meeting

6:00 pm, Conference Room

Thomas V. Graffagnino, President * Kathleen M. Lynch, Vice President

Margaret Colligan Linda C. Eklund Mark A. Kanarvogel Jason Lones 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. Budget Presentation**
 - a. 2019-2020 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 10, 2018
 2. Budget Meeting of January 8, 2019
- 7. Correspondence - None**
- 8. Presentations - None**
- 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 – 9.5**
 - 9.1 Extra Teaching Periods
 - a. Approve Janine Mahoney, Special Education Teacher, to teach five (5) extra periods on a bi-weekly basis for the 2018-2019 school year, at a rate of \$6,845.42, retroactive to January 2, 2019 through June 26, 2019
 - 9.2 Medical Leave of Absence
 - a. Approve a contractual medical leave of absence for Sheryl Steljjes, Aide, to commence on February 4, 2019 through April 5, 2019; with said period credited towards the employee's FMLA leave of absence.
 - 9.3 Amend Motion
 - a. Amend the motion of November 13, 2018 from:
Appoint Linda Haas, Junior Varsity Girls Basketball Coach, \$5,449.49, for the 2018-2019 school year to:
Appoint Linda Haas, Junior Varsity Girls Basketball Coach, **\$2,724.74, November 12, 2018 through January 6, 2019**
 - 9.4 Additional Coach for the 2018-2019 School Year
 - a. Appoint Laura Mayo, Junior Varsity Girls Basketball Coach, \$2,724.74, January 7, 2019 through February 9, 2019
 - 9.5 Resignation of Personnel
 - a. Michael Cox, Elementary, K-6, effective January 2, 2019

10. Program - The Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Program Action: 10.1 – 10.3

10.1 CSE and 504 Recommendations for the 2018-2019 School Year

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

10.2 Approval of Field Trips

- a. Grades PreK - 2 Suffolk County Farm Field Trip on April 11, 2019
- b. Grades 3 - 5 Bronx Zoo Field Trip on April 18, 2019

10.3 First Reading Policy

- a. Policy #5640 – Smoking/Tobacco Use

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 – 11.2

11.1 Financial Reports

- a. Treasurer's Report – November 2018
- b. Extra Class Report – November 2018
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Claim Auditor's Report – December 2019
- f. Payroll Audit Report – December 2019

11.2 Budget Transfers & Journal Entries

- a. Accept and approve Budget Transfer and Journal Entry Reports for the period of December 1, 2018 through January 4, 2019, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

11.3 Audit Reports

- a. Accept and approve the audit reports for the fiscal year ending June 30, 2018, as required by regulations of the State Education Department Commissioner

11.4 Audit Corrective Action Plan

- a. Accept the Superintendent's Audit Corrective Action Plan from the audit management letter for the period ending June 30, 2018, 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 – 12.2

12.1 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and North Fork Express of Ronkonkoma, NY, in the amount of \$1,560, for transportation to the annual music department's Broadway Show field trip on April 17, 2019; and authorize the Board President to execute said agreement.
- b. Approve the amendment to the agreement between the Board of Education of the Shelter Island Union Free School District and Out East Therapy of New York for additional student services for the 2018-2019 school year; and authorize the Board President to execute said agreement.
- c. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Elegant Limousine of Medford, NY, in the amount of \$1,250, for transportation to the Jewish Heritage Museum and United Nations field trip on April 10, 2019; and authorize the Board President to execute said agreement.
- d. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Elegant Limousine of Medford, NY, in the amount of \$1,250, for transportation to the "Come From Away" Broadway Show field trip on May 15, 2019; and authorize the Board President to execute said agreement.
- e. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Ace Canvas & Tent Corporation, of Ronkonkoma, NY, in the amount of \$4,020.00, for the rental of a tent and folding chairs, to be used for end of the year ceremonies; 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 \$1,000.00 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.)

- b. 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.
- c. Authorize the Shelter Island School District to accept a donation of \$2,000.00 from the Shelter Island Educational Foundation for the Broadway Field Trip; and authorize an increase to the budget line of Field Trip Fees, A2110.419.00.0000, in the amount of \$2,000.00, to be offset by said donation.
- d. Authorize the Shelter Island School District to accept a donation of \$750.00 from the Shelter Island Educational Foundation for the March 1, 2019 college visit transportation; and authorize an increase to the budget line of Field Trip Transportation, A5540.400.00.2110, in the amount of \$750.00 to be offset by said donation.

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. Athletics Update
- b. Executive Leadership Cohort

18. Academic Administrator Report

- a. PTSA Holiday Boutique

19. Superintendent Report

- a. Winter Concerts
- b. DECA Regional Competition

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

SUBJECT: SMOKING/TOBACCO USE**School Grounds**

Tobacco use will not be permitted and no person will use tobacco on school grounds or within 100 feet of the entrances, exits, or outdoor areas of any public or private elementary or secondary schools. However, this does not apply to smoking in a residence, or within the real property boundary lines of residential real property. For purposes of this policy, "school grounds" means any building, structure, and surrounding outdoor grounds, including entrances or exits, contained within the District's preschool, nursery school, elementary or secondary school's legally defined property boundaries as registered in the County Clerk's Office; as well as all District vehicles, including vehicles used to transport children or school personnel.

~~Similarly, "Tobacco"~~ is defined to include any lighted or unlighted cigarette, cigar, cigarillo, pipe, bidi, clove cigarette, spit/spitless tobacco and any other smoking or tobacco product, (smokeless, dip, chew, snus and/or snuff) in any form.

The District also prohibits use of electronic cigarettes or e-cigarettes, and any refill, cartridges and any other component of an electronic cigarette or e-cigarette (collectively known as e-cigarette) on school grounds or in District vehicles.

~~It is the policy of the District that the use of e-cigarettes, vaporizers, and~~ The use of vaporizers or any other products containing nicotine, except for current FDA-approved smoking cessation products, are also prohibited.

Off-School Grounds

Tobacco use and e-cigarette use is prohibited by students at any school sponsored event or activity off school grounds.

Posting/Notification of Policy

In compliance with the New York State Clean Indoor Air Act, the District will prominently post its Smoking/Tobacco Use policy and signs prohibiting all forms of tobacco products in District buildings and other appropriate locations; and will supply a copy upon request to any current or prospective employee. The District will also designate a school official to tell individuals who smoke in a non-smoking area that they are in violation of the New York State Public Health Law, Education Law, the federal Pro-Children Act of 1994, and District policy.

The District will also ensure that this policy is communicated to staff, students, parents/guardians, volunteers, and visitors as deemed appropriate in order to orient all persons to the District's "No Smoking" Policy and environment.

Prohibition of Tobacco Promotional Items/Tobacco Advertising

Tobacco promotional items (e.g., brand names, logos, and other identifiers) are prohibited:

(Continued)

SUBJECT: SMOKING/TOBACCO USE (Cont'd.)

- a) On school grounds;
- b) In school vehicles;
- c) At school sponsored events, including those that take place off school premises and in another state;
- d) In school publications;
- e) On clothing, shoes, accessories, gear, and school supplies in accordance with the District *Code of Conduct* and applicable collective bargaining agreements.

This prohibition of tobacco promotional items will be enforced in accordance with the District *Code of Conduct* and applicable collective bargaining agreements.

In addition, tobacco advertising is also prohibited in all school sponsored publications and at all school sponsored events. The District will request, whenever possible, tobacco free editions of periodical publications for school libraries and classroom use.

Safe and Drug-Free Schools and Communities Act, 20 USC § 7101 et seq.

Pro-Children Act of 2001, 20 USC §§ 7181-7184, as amended by the Every Student Succeeds Act (ESSA) of 2015

Education Law §§ 409, 2801(1) and 3020-a

Public Health Law Article 13-E, [Article 13-F](#), §§ 1399-aa(13), 1300-o

NOTE: Refer also to Policies #3280 -- Use of School Facilities, Materials and Equipment
#3410 -- Code of Conduct on School Property
#7320 -- Alcohol, Tobacco, Drugs, and Other Substances
#8210 -- Safety Conditions and Prevention Instruction
District *Code of Conduct*

Adoption Date: