

**SHELTER ISLAND UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION**

**REGULAR MEETING
September 18, 2017**

Members Present: Thomas Graffagnino, Linda Eklund, Mark Kanarvogel, Susan Binder, Kathleen Lynch and Tracy McCarthy

Others Present: Dr. Christine Finn, Superintendent; Jennifer Rylott, Academic Administrator; Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness & Personnel; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Julia Brennan, Shelter Island Reporter; 5 faculty/staff/student and 9 community residents

Absent: Elizabeth Melichar and Sarah Lewis, Student Liaison

The meeting was called to order at 6:01 pm by President Graffagnino, followed by the Pledge of Allegiance and a moment of silence in remembrance of community member, Jack Monaghan.

Kathleen Lynch read the following Shelter Island School Mission Statement – Engage, Explore, Empower:

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.

Visitor Questions - None

Oath of Office

The Oath of Office was administered by President Graffagnino to Dr. Christine Finn, Superintendent.

A motion was made by Kathleen Lynch, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board hereby approves the following:

- a. Approval of Minutes
 - 1. Regular Meeting of August 14, 2017
 - 2. Special Meeting of August 18, 2017
 - 3. Special Meeting of August 30, 2017
 - 4. Special Meeting of September 8, 2017
 - 5. Special Meeting of September 12, 2017

Motion carried unanimously.

Correspondence - None

Presentations

Music Department Field Trips

Ms. Jessica Bosak, Music Teacher and Mr. Keith Brace, Band Teacher, presented two music department field trips to the Board of Education for their consideration. The trips include the 8th grade Nutcracker trip on December 20, 2017, and the 10th grade Opera trip on January 12, 2018. At this time, Mr. Graffagnino thanked Ms. Bosak and Mr. Brace and explained that as it is District policy, the Board of Education will discuss the details of the trips and vote on them at the next Board of Education meeting which is scheduled for October 16, 2017, at 6:00 pm, in the Conference Room.

Personnel

A motion was made by Linda Eklund, seconded by Susan Binder, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 9.1 – 9.7

*Call to Order
and Pledge of
Allegiance*

*Mission
Statement*

*Visitor
Questions*

*Superintendent
Oath of Office*

*Consent Agenda
Approval of
Minutes*

Correspondence

Presentations

*Consent Agenda
Personnel*

- 9.1 Attendance Officer
a. Appoint Todd Gulluscio as Attendance Officer for the 2017-2018 School Year
- 9.2 New Hires
a. Doreen Clark, as a 1.0 FTE Teacher Aide for Special Education, effective retroactively to September 1, 2017, at a salary of \$21,081, Step 1 of the 2017-2018 teacher aide salary scale.
b. Lindsay Rando, as a 1.0 FTE Teacher Aide for Special Education, effective retroactively to September 1, 2017, at a salary of \$25,489, Step 4 of the 2017-2018 teacher aide salary scale.
c. Maryellen Olsen, as a .5 FTE Special Education Teacher and .5 FTE Teacher Assistant, effective September 1, 2017, at a salary of \$62,740, prorated to \$31,370, Step 1 MA of the 2017-2018 teacher salary scale and at a salary of \$39,034, prorated to \$19,517, Step 1 MA of the 2017-2018 teacher assistant salary scale.
- 9.3 Additional Substitute Teachers for the 2017-2018 School Year at \$110 per day (certified or 4-year degree); Pending Clearance for Employment by the NYS Department of Education (fingerprint initiative)
a. Christopher DiOrio
b. Kelci McIntosh
c. Elena Fedorova
d. Nicole Gorman
e. Thomas Hashagen
- 9.4 Additional Substitute Teacher Aide for the 2017-2018 School Year, at \$95 per day
a. Libby Lisanckie
- 9.5 Additional Schedule C Non-Athletics for the 2017-2018 School Year
a. Laura Mayo, 9th Grade Advisor at \$763.23
b. Laura Mayo, ESL/ENL/ELL Translator at \$1,920.02
c. Jeremy Stanzione, Video Game Development/Club Programming at \$763.23
d. John Kaasik, Play Producer/Director at \$5,000.24
e. Sean Brennan, Debate Team Co-Coordinator at \$1,438.88
f. Peter Miedema, Debate Team Co-Coordinator at \$1,438.88
- 9.6 Resignation
a. Accept the resignation of Christopher Kline, Teacher Aide, effective August 31, 2017.
- 9.7 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 agreements.

Motion carried unanimously.

A motion was made by Susan Binder, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions:
9.8

- 9.8 School District Business Leader Appointment
a. BE IT RESOLVED THAT: The Board of Education hereby approves the appointment of Idowu Ogundipe to a 4-year probationary position as School District Business Leader, at an annual salary of \$120,000.00, effective October 4, 2017, pending completion of a background check; and

BE IT FURTHER RESOLVED THAT: The President of the Board of Education is authorized to execute the contract between the Board of Education and the School District Business Leader on behalf of the Board of Education.

Motion carried unanimously.

*Consent
Agenda
Personnel
(continued)*

At this time, President Graffagnino welcomed Mr. Ogundipe to the District and Mr. Ogundipe thanked the Board of Education for the opportunity to join the District and stated that he is very excited to start.

*Consent
Agenda
Program*

Program

A motion was made by Linda Eklund, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program action:

10.1 – 10.4

- 10.1 CSE Recommendation for the 2017-2018 School Year
 - a. Committee on Special Education

- 10.2 Block Island Field Trip
 - a. Approve the 7th grade class to attend the Block Island Field Trip, on September 29, 2017; rain date of October 6, 2017.

- 10.3 Adoption of Policy
 - a. Policy #6161 – Conference Travel Expense Reimbursement

- 10.4 Second Reading and Adoption of Policy
 - a. Policy #1330 - Appointments and Designations by the Board of Education
 - b. Policy #1332 - Duties of the School District Treasurer
 - c. Policy #1512 - Agenda Format
 - d. Policy #5630 - Facilities-Inspection, Operation, and Maintenance
 - e. Policy #5673 - Employee Personal Identifying Information
 - f. Policy #5675 - Student Grading Information Systems Policy
 - g. Policy #5681 - School Safety Plan
 - h. Policy #6110 - Code of Ethics for Board and All District Personnel
 - i. Policy #6130 - Evaluation of Personnel
 - j. Policy #6170 - Safety of Students (Fingerprinting)
 - k. Policy #6213 - Registration and Professional Development
 - l. Policy #6215 - Disciplining Tenured Teacher or Certified Personnel
 - m. Policy #6562 - Employment of Retired Persons
 - n. Policy #7616 - Prereferral Intervention Strategies

Motion carried unanimously.

At this time, Kathleen Lynch inquired about Policy # 5681 – School Safety Plan and specifically asked whether or not the required annual safety training stated in the policy takes place. Dr. Christine Finn stated that on Teacher Orientation Day, the full faculty and staff is trained by an ESBOCES instructor and all new hires are also required to attend a 2 hour training on the same day.

*Consent
Agenda
Finance*

Finance

A motion was made by Linda Eklund, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Finance actions:

11.1 – 11.2

- 11.1 Financial Reports
 - a. Treasurer's Report – August 2017
 - b. Extra Class Report – August 2017
 - c. Claim Auditor's Report – July 2017
 - d. Claim Auditor's Report – August 2017
 - e. Payroll Audit Report – July 2017

f. Payroll Audit Report – August 2017

11.2 Budget Transfers & Journal Entries

- a. Accept and approve the 2016-2017 Year End Budget Transfer Report that in accordance with Board Policy, requires specific Board approval.
- b. Accept and approve Journal Entry Report for the period of August 8, 2017 through September 12, 2017, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

Motion carried unanimously.

*Consent
Agenda
Finance
(continued)*

Business

A motion was made by Susan Binder, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby accepts 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 Lynn Cataldo, of East Marion, NY for student services. The term of said agreement shall be retroactive to July 1, 2017 through June 30, 2018; and authorize the Board President to execute said agreement.
- b. Approve the final Eastern Suffolk BOCES contract for services in the 2016-17 school year, at a final costs of \$206,024.11, which includes all services that were necessary to meet the needs of the District; and authorize the Board President to execute said agreement.

12.2 Emergency Expenditure

- a. Whereas on September 6, 2017, the emergency replacement of a CO2/Heat Detector was needed for a classroom, district funds were used to purchase and install said detector prior to a purchase order being generated. Therefore, be it resolved that the Board of Education approves the emergency expenditure made on September 6, 2017.

Motion carried unanimously.

*Consent
Agenda
Business*

Facility

A motion was made by Mark Kanarvogel, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Facility actions:
13.1

13.1 Excessing of Equipment, Textbooks & Furniture

- a. Wheelchair Stair Climber – Serial #20096181 (beyond useful life)
- b. Hustler Super Z Mower – Serials # worn away from years of use (beyond useful life)
- c. Tube TV – Serial# 02009 (obsolete)
- d. 3 SmartBoard 60 – Serial #003036, #003195, #20090088 (obsolete)
- e. SmartBoard 680 – Serial #20090690 (obsolete)
- f. Dell 2400 Computer – Serial #003074 (repair costs exceeds replacement)
- g. Dell Vostro Computer – Serial #20090107 (obsolete)
- h. 14 copies of Holt Geometry Textbooks, Student Edition, ISBN #001-014 (not aligned to current standards)
- i. 26 copies of Holt Algebra I Textbooks, Student Edition, ISBN #001-026 (not aligned to current standards)
- j. 11 copies of Holt Statistics Textbooks: A First Course, 6th Edition, ISBN #010-021 (condition of books is deteriorating)
- k. 8 copies of Holt Algebra II Textbooks, Student Edition, ISBN #001-008 (not aligned to current standards)
- l. 18 Library Chairs (poor condition)

Motion carried unanimously.

*Consent
Agenda
Facility*

Items for Consideration

Nassau-Suffolk School Boards Association 2017-2018 Annual Membership Dues – \$2,600

The members of the Board of Education discussed the value of the Nassau-Suffolk School Boards Association and decided not to join for the 2017-2018 school year, as well as to not join in future years unless the Superintendent should decide it would be of great value.

Items for
Consideration

Old Business

Old Business

a. Red-Lined Items from Previous Board Meetings

1. Financial Impact of Removing the District from the New York State Lunch Program: (Introduced at the April 19, 2017 Board Meeting) At the recommendation of the Wellness Committee, Mr. Laube explored how much State Aid the District would lose if removed from the New York State Breakfast and Lunch Programs. May 8, 2017 Update: Mr. Laube reported that for the 2015-2016 school year the District was reimbursed \$52,000 in State Aid. Mr. Laube stated that if the District was to forego State Aid, those monies would have to come out of the General Fund each year. Ms. Lynch stressed that this is only an investigation to determine if leaving the confines of the State program would help to increase participation in the lunch program and ultimately increase sales. (At the June 12, 2017 Board Meeting, Mr. Gulluscio that explained the last Wellness Committee meeting had been canceled so there was no update to report.) July 13, 2017 Update: Mr. Gulluscio stated that we are waiting to see what, if any changes are made to the New York State Child Nutrition program, at the Federal level. Mr. Gulluscio also stated that there is some confusion in the community about how the removal from the New York State Lunch Program would affect Free/Reduced Lunches. Mr. Gulluscio stressed that any changes to this program will not affect the Free/Reduced Lunch program. August 14, 2017 Update: There was no update as Mr. Gulluscio was absent. *September 18, 2017 Update: Mr. Gulluscio reported that this item has been on hold since Mr. Laube has left the District and he hopes to have an update at the October meeting.*
2. Potential Redesign of Cafeteria & Courtyard: (Introduced at the April 19, 2017 Board Meeting) The Wellness Committee explored different ways to improve the design of the cafeteria and the courtyard. May 8, 2017 Update: Ms. Lynch reported that the Wellness Committee met again and continue to explore different ways to enhance the physical appearance of both the inside and outside of the cafeteria to make it more inviting. (At the June 12, 2017 Board Meeting, Mr. Gulluscio explained that the last Wellness Committee meeting had been canceled so there was no update to report.) July 13, 2017 Update: Mr. Gulluscio pointed out that many of the improvements the committee would like to make are cost prohibitive at this time. Therefore, the committee has decided to begin with minor, low cost enhancements to the cafeteria, which include fresh paint, student art work, and herbs and other plants along the window sill. August 14, 2017 Update: There was no update as Mr. Gulluscio was absent. *September 18, 2017 Update: Mr. Gulluscio reported that the cafeteria had been painted over the summer. He thanked Kathleen Lynch and Fred Hyatt for their donation of pots and seedlings which are now housed on the window sill in the cafeteria, and he also thanked Ms. Taylor Kelly and Ms. Stephanie Sareyani for framing photos and art work to hang on the cafeteria walls.*
3. PK-12 Mindfulness Program: (Introduced at the April 19, 2017 Board Meeting) At the recommendation of the Wellness Committee, Mr. Gulluscio explored the concept of a PK-12 mindfulness program. (At the June 12, 2017 Board Meeting, Mr. Gulluscio explained that the last Wellness Committee meeting had been canceled so there was no update to report.) July 13, 2017 Update: Mr. Gulluscio reported that a survey regarding a mindfulness program had been sent out to the faculty, and the committee continues to look at ways to introduce mindfulness into the school day. August 14, 2017 Update: There was no update as Mr. Gulluscio was absent. *September 18, 2017 Update: Mr. Gulluscio reported that the results of the faculty survey taken over the summer will be discussed at the first Wellness Meeting of the year which will be held on October 12, 2017.*

4. Athletic Awards Dinner Ticket Sales: (Introduced at the August 14, 2017 Board Meeting) The cost of the Athletics Awards Dinner exceeded the amount of money collected through ticket sales and District funds were used to cover the difference. In Mr. Gulluscio's absence, the Board of Education asked that this be redlined for the September 18th meeting in order for the public to have a complete understanding of the situation. *September 18, 2017 Update: Mr. Gulluscio reported that people who stated they were attending the dinner didn't show up and therefore they didn't pay. In the future, the District will require tickets to be purchased ahead of time to ensure an accurate amount of money is collected to cover the full cost of the dinner. At this time, Ms. Kathleen Lynch asked that we find a way to cover the cost of the student athletes as this dinner is a celebration for them. Mr. Gulluscio agreed.*

Old Business
(continued)

School District
Business
Leader Report

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

Academic
Administrator's
Report

School District Business Leader Report - None

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

Fall Athletics Update

Mr. Gulluscio reported that 53 students are registered for the fall season Varsity and Junior Varsity sports and all of the teams are off to a great start.

New York State Public High School Athletic Association – School of Distinction Award

Mr. Gulluscio presented Board of Education President Thomas Graffagnino and Superintendent Christine Finn with the New York State Public High School Athletic Association's Scholar Athlete School of Distinction Award. The District received this award based on the fact that 75% or more of the District's team rosters' grade point average was 90.0 or above for the 2016-2017 school year. Mr. Gulluscio pointed out that Shelter Island is one (1) out of only four (4) Suffolk County School Districts to receive this honor.

National Federation of State High School Associations – Award of Excellence

Mr. Gulluscio presented Board of Education President Thomas Graffagnino and Superintendent Christine Finn with the National Federation of State High School Association's Award of Excellence. The District teams received this award based on their exemplary display of sportsmanship throughout the 2016-2017 school year.

Jersey Retirement

Mr. Gulluscio asked the Board of Education for permission to retire the jerseys of Bobby Miller (Class of 1969), Bobby Brown (Class of 1970) and Tristan Wissemann (Class of 2016). As student athletes, each of these gentlemen scored 1,000+ points in their high school basketball careers. Mr. Gulluscio stated that there would be an official ceremony to retire the jerseys and they, along with all of the other retired jerseys would be hung in the Gymnasium. After a brief discussion, the Board of Education approved the retirement of these jerseys, but Mr. Graffagnino did state that he is concerned about the District running out of numbers.

Academic Administrator's Report

Back to School Night

Ms. Rylott reported that the Grades 6-12 Back to School Night will be held on Wednesday, September 20, 2017, at 6:00pm. Ms. Rylott stated that the evening will follow the same format as last year – starting with a welcome in the Auditorium and then going to the Gymnasium for a meet and greet with the teachers. New this year will be something the parents asked for when the format was changed last year – National Honor Society students will give tours of the building to any parents interested in seeing their child's classrooms. Ms. Rylott also stated that the Elementary Back to School Night will be held on Thursday, September 21, 2017, at 5:00 pm – 7:00 pm and for the second year in a row, the students are invited to attend and provide tours of the building for their parents.

PTSA Events

Ms. Rylott thanked the PTSA for all of the wonderful events they provided within the first week of school – Faculty Luncheon, Boo Hoo Breakfast and Back to School BBQ.

Superintendent's Report

Opening of School

Dr. Christine Finn reported that the opening of school went very smoothly and she has been enjoying visiting classrooms and meeting our students and community members. Dr. Finn shared that although it's only Day 12, she feels as if she has always been a part of the Shelter Island School District and thanked everyone for welcoming her.

Test Scores

Dr. Finn acknowledged that the New York State Education Department is trying to improve the New York State Assessments, but there is still a lot of work to be done. Dr. Finn stated that due to so many different Opt Out patterns in each District, it is difficult to compare state assessment scores with other districts and/or the State standard. Dr. Finn made it clear that her philosophy for improving academic achievement focuses on many different measures of success, as opposed to just the state assessment scores.

Announcement

Dr. Finn announced that Mr. Todd Gulluscio was selected to be a presenter at the National Athletic Directors Conference to be held on December 8 -12, 2017, in Phoenix Arizona.

Board Member Reports

Ms. Kathleen Lynch spoke about the herb garden she created in the Cafeteria and stated that Mr. Michael Cox and Ms. Elizabeth Eklund will create a schedule for the elementary classes to take care of the plants. On another note, Ms. Lynch thanked Mr. Walter Brigham and Mr. Jeremy Stanzione for all of their work over the summer that went into creating the District's new Multi-Media Center.

Mr. Thomas Graffagnino thanked Mr. Michael Dunning and his crew for all of the construction they did in the building over the summer – especially the Board Room.

Student Liaison Report - None

Visitor Comments

Ms. Christine Gallagher, parent of two children in the District, read a prepared statement with regards to her concerns about the Shelter Island School Athletics program and the limited opportunities for our student athletes since combined sports were eliminated several years ago. Ms. Gallagher asked the Board of Education and the Administration to consider revising the District's transportation policy to allow parents to drive their children to practices and games. Ms. Gallagher also asked that the District provide a survey for students in grades K-12, including a section for a wish list of sports programs in which they would like to participate, and to also reach out to neighboring districts to determine their interest in combining with Shelter Island School and what it would entail if they were interested. Ms. Gallagher offered to assist the administrators with rolling out any of these requests.

Mr. David Gurney, parent of three children in the District also made a statement about his support of combined sports and also asked the Board of Education and Administration to look into ways of making this a reality for our student athletes.

Ms. Rebecca Mundy, past member of the Board of Education stated that she understands how difficult it is to budget for a combined sports program, but asked the Board of Education to think outside of the box while considering a combined sport program.

Mr. Graffagnino explained that the combined sports program became a financial burden at the time the 2% tax cap was introduced and highlighted that the transportation piece alone is a huge cost. Mr. Graffagnino acknowledged that the members of the Board of Education will research the topic to the best of their ability in order to make a decision.

A parent in the audience asked if the parents could fundraise to cover the cost of transportation or could parents simply drive their own children to games and Ms. Linda Eklund explained that there are legal

Superintendent's Report

Board Member Reports

Student Liaison Report

Visitor Comments

restraints regarding parents driving their children to games, as well as for raising funds to be used for a specific purpose such as athletics transportation.

Ms. Susan Binder asked the administration to find out which districts, if any, are interested in combining with Shelter Island School.

Ms. Tracy McCarthy stated that she would like to see our students exposed to various athletic programs at an earlier age to help students determine which sports they are interested in.

Mr. Todd Gulluscio reminded everyone that any decisions pertaining to the athletic program need to be finalized by February 1, 2018. Mr. Gulluscio also stated that he would reach out to the other districts to determine the level of interest in combining athletic programs with Shelter Island School

When there were no further questions or discussion, Mr. Graffagnino ended the discussion by thanking the parents for coming forward to have an open dialogue with the members of the Board of Education and Administration.

Executive Session

A motion was by made by Susan Binder, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 7:24 pm to discuss the employment of particular individuals, pursuant to Section 105(f) of the Public Officers Law.

Motion carried unanimously.

Adjournment

A motion was made by Susan Binder, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby adjourns the meeting.

Motion carried unanimously.

The meeting adjourned at 8:40 pm.

Jacqueline Dunning
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday October 16, 2017, at 6:00 pm, in the Conference Room.

*Visitor
Comments
(continued)*

*Executive
Session*

Adjournment