

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

**REGULAR MEETING
November 13, 2017**

Members Present: Thomas Graffagnino, Linda Eklund (left at 6:24 pm), Mark Kanarvogel, Elizabeth Melichar, Susan Binder, and Tracy McCarthy

Others Present: Dr. Christine Finn, Superintendent; Jennifer Rylott, Academic Administrator; Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness & Personnel; Idowu Ogundipe, School District Business Leader; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Sarah Lewis, Student Liaison; Julie Lane, Shelter Island Reporter; 9 faculty/staff/student and 10 community residents

Absent: Kathleen Lynch

The meeting was called to order at 6:00 pm by President Graffagnino, followed by the Pledge of Allegiance.

Thomas Graffagnino read the following Shelter Island School Mission Statement – Engage, Explore, Empower:

We want our students to cherish our small Island community while applying 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 Sarah Lewis, Student Liaison.

Consent Agenda

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

- a. Approval of Minutes
 - 1. Regular Meeting of October 16, 2017
 - 2. Special Meeting (Library Budget Vote) of October 21, 2017

Motion carried unanimously.

Correspondence - None

Presentations

Mr. Brian Becker and Ms. Taylor Kelly shared a video of students participating in Go Noodle activities. Go Noodle is a technology program where students follow characters for physical and mindful activities without leaving their space. In addition, Mr. Becker and Ms. Kelly announced they are adding a disability awareness unit to the physical education curriculum. This unit will teach empathy by showing students how difficult everyday tasks are for someone who is disabled. In closing, Mr. Becker and Ms. Kelly also shared that the annual Presidential Physical Fitness test will be replaced by the Fitness Gram program which runs all year long and allows students to set and meet individual goals for themselves.

New Security System

Representatives from A+ Technology & Security of Bay Shore, NY reviewed their security proposal for the District which includes a visitor management system, exterior & interior cameras, and monitors. The total cost of the system as presented is \$59,329.68. The cost of this project would be covered by the \$250,000 grant awarded to the District by Assemblyman Fred Thiele. Mr. Graffagnino noted that the Board of Education will need to discuss their options further.

Personnel

Call to Order

Mission Statement

Visitor Questions

Student Liaison Oath of Office

Consent Agenda Minutes

Correspondence

Presentations

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

9.1 Tenure

- a. Approval of the tenure recommendation of Elizabeth Eklund, in the tenure area of Elementary Education K-6, effective November 15, 2017.

Motion carried. Linda Eklund recused herself.

At this time, Elizabeth Eklund thanked the Board of Education and Administration for making her dreams come true and stated she is the luckiest person alive to do what she loves with people who have become her friends.

Dr. Finn stated that Ms. Eklund, a valued member of the District, is a reflective and talented educator who is unafraid to take risks and cares very much that her students are successful.

At this time (6:14 pm), Mr. Graffagnino called for a brief break from the meeting and he invited everyone to a reception in celebration of Elizabeth Eklund receiving tenure.

The Board of Education reconvened at 6:27 pm.

Program

A motion was made by Tracy McCarthy, seconded by Mark Kanarvogel 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 CPSE/CSE Recommendations for the 2017-2018 School Year

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

10.2 Second Reading & Adoption of Policy

- a. Policy #6551 – Family & Medical Leave Act

10.3 Field Trip

- a. Approve the Broadway (Aladdin) Field Trip on Wednesday, May 16, 2018

10.4 2018-2019 Budget Calendar

- a. Approve the 2018-2019 Budget Calendar

Motion carried unanimously.

Finance

A motion was made by Tracy McCarthy, seconded by Susan Binder, 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 – October 2017
- b. Extra Class Report – October 2017
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Claim Auditor's Report – October 2017
- f. Payroll Audit Report – October 2017

11.2 Budget Transfers

- a. Accept and approve Budget Transfer & Journal Entry Reports for the period of October 16, 2017 through November 3, 2017, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

Motion carried unanimously.

Business

A motion was made by Elizabeth Melichar, seconded by Susan Binder, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Business actions: 12.1 – 12.3

*Consent
Agenda
Personnel*

*Consent
Agenda
Program*

*Consent
Agenda
Finance*

*Consent
Agenda
Business*

12.1 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Out East Therapy of New York, Center Moriches, 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 contract for the purpose of expending IDEA Flow-Through Funds between the Shelter Island Union Free School District and East End Kids Therapy, Incorporated of Cutchogue, NY, as required by New York State Education Law; and authorize the Board President to execute said contract. The term of said agreement shall be retroactive to July 1, 2017 through June 30, 2018.
- c. Approve the agreement between the Board of Education of the Shelter Island Union Free school District and Wainscott Common School District, for student services. The term of said agreement shall be retroactive to July 1, 2017 through June 30, 2018; and authorize the Superintendent to execute said agreement.
- d. Approve the contract between the Shelter Island Union Free School District and Elegant Coach Tours for transportation services, for a passenger coach, for the Broadway (Aladdin) Field Trip on Wednesday, May 16, 2018; and authorize the Board President to execute said contracts.

12.2 Donation

- a. Accept the donation of a Buddy Bench from Kait's Angels of Mattituck, NY, a chapter-based non-profit organization whose mission is the discovery and optimization of one's individual value.

12.3 Membership for New York State School Boards Association (NYSBBA)

- a. Approve the 2018 membership for the New York State School Boards Association, at a cost of \$4,390.00

Motion carried unanimously.

Facility

A motion was made by Susan Binder, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Facility action: 13.1

13.1 Items to Excess

- a. Air Conditioner (broken beyond repair) – Shelter Island Serial #20100187
- b. Air Conditioner (broken beyond repair) – No Shelter Island Serial # Found
- b. Rolling Computer Stand (poor condition/beyond its useful life) – Shelter Island Serial #00188
- c. File Cabinet (beyond its useful life) – Shelter Island Serial #00840
- d. Desk (beyond its useful life) – Shelter Island Serial #20090108
- e. Desk (damaged/beyond it's useful life) – No Shelter Island Serial # Found
- f. Acer Chromebook - (out of warranty, damaged, repair cost exceeds replacement) Serial #20140144
- g. Samsung Chromebook - (out of warranty, damaged, repair cost exceeds replacement) Serial #20140044
- h. Samsung Chromebook – (out of warranty, damaged, repair cost exceeds replacement) Serial #20140112
- i. Samsung Chromebook – (out of warranty, damaged, repair cost exceeds replacement) Serial #20140086
- j. Samsung Chromebook – (out of warranty, damaged, repair cost exceeds replacement) Serial #20140104
- k. Samsung Chromebook – (out of warranty, damaged, repair cost exceeds replacement) Serial #20140132
- l. Samsung Chromebook – (out of warranty, damaged, repair cost exceeds replacement) Serial #20140087

- m. Samsung Chromebook – (out of warranty, damaged, repair cost exceeds replacement) Serial #20140092
- n. Samsung Chromebook – (out of warranty, damaged, repair cost exceeds replacement) Serial #20140117
- o. Samsung Chromebook – (out of warranty, damaged, repair cost exceeds replacement) Serial #20140105
- p. Samsung Chromebook – (out of warranty, damaged, repair cost exceeds replacement) Serial #20140114
- q. Samsung Chromebook – (out of warranty, damaged, repair cost exceeds replacement) Serial #20140094
- r. Samsung Chromebook – (out of warranty, damaged, repair cost exceeds replacement) Serial #20140091
- s. Samsung Chromebook – (out of warranty, damaged, repair cost exceeds replacement) Serial #20140131
- t. Samsung Chromebook – (out of warranty, damaged, repair cost exceeds replacement) Serial #20140088

Motion carried unanimously.

Consent
Agenda
Facility
(continued)

Items for
Consideration

Old Business

Items for Consideration – None

Old Business

a. Red-Lined Items from Previous Board Meetings

1. Combined Sports Program: (Introduced at the September 18, 2017 Board Meeting) Several parents came to the September 18, 2017 Board of Education meeting to ask the Board of Education and Administration to consider bringing back a combined sports program. The members of the Board of Education explained that the combined sports program became a financial burden when the 2% tax cap was introduced, but agreed to research the viability of bringing back the program. Specific items to be researched: 1. Legality of parents driving their own child to games, 2. Legality of fundraising to cover the cost of transportation, and 3. Which districts, if any, are interested in combining with our District. October 16, 2017 Update: Dr. Finn reported that legal counsel does not advise parents drive their own students to games and explained that parents can fundraise, but they cannot designate the monies to be used for anything specific – such as fundraising for transportation. Mr. Gulluscio reported that he has spoken with several East End School to determine which, if any, would be interested in combining sports programs with our District. A few districts have shown interest, but they still need to discuss it further within their districts. Mr. Gulluscio also stated that he is looking into an appeal to allow our students to play two (2) sports within the same season. *November 13, 2017 Update: Mr. Gulluscio reported that the appeal is on hold as the process doesn't begin until January. Mr. Gulluscio also pointed out that it is a lengthy process, therefore a decision may not be made until May-June 2018. At this time, the members of the Board of Education agreed that this item is a work in progress and due to the length of the appeal process, this topic should be removed from Old Business.*
2. Anti-Defamation League Character Education Curriculum for Grades PK-5: (Introduced at the October 16, 2017 Board Meeting) Kathleen Lynch asked Mr. Gulluscio to look into the Anti-Defamation League Character Education Curriculum for Grades PK-5. *November 13, 2017 Update: Mr. Gulluscio stated that he and Dr. Finn have looked at several of the Anti-Defamation League Character Education curriculum choices and now just need to choose a direction. Dr. Finn stated that there is comprehensive program that costs \$3,000 that she would like to introduce next year. Until then, there are many free items to begin using this year. A character education program for PK-12 is one of Dr. Finn's goals. At this time, the members of the Board of Education agreed that under Dr. Finn's leadership the character education curriculum is being addressed and therefore this item can be removed from Old Business.*

School District Business Leader Report

Bus Drills

Mr. Idowu Ogundipe reported that the annual bus drills are scheduled for November 21, 2017.

\$250,000 Grant

Mr. Ogundipe stated that receipt of the \$250,000 grant is still outstanding because the District has to first spend the money and then get reimbursed. The projects covered under the \$250,000 grant include flooring in the gym hallway, a security system, a septic system and bathrooms.

TRS/Health Insurance Increases

With regards to TRS and health insurance increases for the 2018-2019 budget, Mr. Ogundipe stated that TRS is likely to increase to 11% and Health Insurance is likely to increase to 8.2%.

2018-2019 Budget

In closing, Mr. Ogundipe stated that he has begun preliminary work on the 2018-2019 budget and hopes to have a rough draft crafted by mid-December.

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

Fall Athletic Season

Mr. Gulluscio reviewed the success of each of the fall athletic teams, especially highlighting the undefeated boys and girls varsity cross country teams. Mr. Gulluscio also congratulated Kal Lewis for winning the New York State Class D Championship race and Lindsey Gallagher for finishing 18th in her race, earning All-State honors.

Winter Athletic Season

Mr. Gulluscio announced that the winter athletic season started with 55 athletes at the varsity level and 29 athletes at the junior high level.

Suffolk Zone Conference

Mr. Gulluscio then reported that he, along with Mr. Brian Becker, Ms. Taylor Kelly and Mr. Michael Bunce attended the New York State Association for Suffolk Zone Conference on November 7, 2017.

Student Athletic Survey

Mr. Gulluscio reviewed the results of the student-athlete survey.

Academic Administrator's Report

PTSA Book Fair & Wingo

Ms. Jennifer Rylott thanked the PTSA for hosting the Book Fair and Wingo. Both Ms. Rylott and Dr. Finn attended Wingo and it was a fun evening.

Branching Minds Training

Ms. Rylott then reported that over a two day period the teachers had turnkey training for Branching Minds and in March 2018, further training will be provided and funded through a grant.

Kinesthetic Desks

Ms. Rylott spoke about three kinesthetic desks she purchased through a grant. Kinesthetic desks are motion desks which allow students to be in motion while they learn. Studies show that this type of movement stimulates the brain a different way and therefore raises test scores and increases the capacity to stay on task. These three desks are currently being used in the elementary classrooms and Ms. Rylott hopes to be able to secure additional grant money to purchase more desks in the future.

Superintendent's Report

Superintendent's Conference Day

Dr. Finn provided an overview of the agenda from Superintendent's Conference Day which was held on Tuesday, November 7, 2017. Dr. Finn had engaged the staff in mock "arguments" about polarizing pop culture topics (ie., Coke vs. Pepsi, or Star Wars vs. Star Trek, etc.) and practiced active listening. Dr. Finn then introduced the Decency campaign to the staff and explained that the campaign emphasizes civility, and points out that people can disagree without being disagreeable, and proposes that individuals can be decent even when they hold viewpoints that differ from our own. At the end of the activity, staff members were asked to compose a definition of what decency means to them. Dr. Finn stated she would like this campaign to be a component of the District's character education program.

*School District
Business Leader
Report*

*Director of
Athletics, PE,
Health,
Wellness &
Personnel
Report*

*Academic
Administrator
Report*

*Superintendent
Report*

Kait's Angels/Buddy Bench

Kait's Angels, a non-profit organization will be presenting the school with a Buddy Bench. At Dr. Finn's request, Mr. Brian Becker explained that a Buddy Bench will be located on the playground for children to sit on if they are feeling left out or lonely. Students are taught that if any child is sitting on the bench, they should go over to invite the child to either play or to just sit with them to talk. Dr. Finn invited everyone to the bench presentation on Friday, November 17, 2017, at 1:15 pm, in the Auditorium. As a thank you to Kait's Angels, students in various grades will be performing songs and a skit.

Superintendent Report (continued)

National Honor Society Cardboard Camp Out

Dr. Finn shared that she participated in this year's National Honor Society Cardboard Campout on Monday, November 6, 2017 at 6:00 pm – Tuesday, November 7, 2017 at 6:00 am. Dr. Finn commended Ms. Janine Mahoney for running such a successful event and commended the students for raising over \$2,000 for Habitat for Humanity.

Board Member Reports

Ms. Susan Binder reported that she is super excited about the success of the boys and girls cross country teams and congratulated the student-athletes, their parents and the coaches.

Board Member Reports

Mr. Mark Kanarvogel reminded everyone that the annual Joseph J. Theinert Memorial Basketball Tournament will be held on Saturday, November 25, 2017, in the school Gymnasium. Mr. Kanarvogel also thanked Mr. Michael Dunning for fixing the façade of the building and saving the District money by using his valuable skills.

Mr. Thomas Graffagnino shared that the Audit Committee met earlier in the day and a full report will be shared in the near future. Mr. Graffagnino also thanked Michael Dunning for the savings he continues to bring to the District, as well as for investigating the security system.

Student Liaison Report

Student Liaison Report

Ms. Sarah Lewis reported that this year's Student Council is looking for ways to increase school spirit. To help achieve this goal they have several events planned for the year. Some of these events include Anything Goes, they are updating the photos in the hallways, they are holding a Homecoming Dance on Saturday, December 16, 2017, at 7:00 pm – 10:00 pm and on December 22, 2017 they will hold Reindeer Games before everyone leaves for Winter Vacation.

Visitor Comments

Visitor Comments - None

Executive Session

A motion was made by Mark Kanarvogel, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 7:36 pm, to discuss the employment of particular individuals in the District pursuant to Section 105(e).

Executive Session

Adjournment

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

Adjournment

Motion carried unanimously.

The meeting adjourned at 8:26 pm.

Jacqueline Dunning
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday December 11, 2017, at 6:00 pm, in the Conference Room.