

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

**RE-ORGANIZATIONAL/REGULAR MEETING  
July 13, 2017**

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

Others Present: Leonard Skuggevik, Superintendent; Jennifer Rylott, Academic Administrator; Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness & Personnel; Timothy Laube, School District Business Leader; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Beverly Walz, Shelter Island Reporter; 2 faculty/staff/student and 1 community residents

The meeting was called to order at 6:02 pm, by District Clerk, Jacqueline Dunning, 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.

The Oath of Office was administered by the District Clerk to newly elected Board of Education members, Linda Eklund and Elizabeth Melichar. NOTE: Tracy McCarthy was sworn in by the District Clerk, at 9:30 am, on July 3, 2017.)

The District Clerk announced that nominations were in order for President of the Board of Education for the 2017-2018 school year. Thomas Graffagnino was nominated by Susan Binder for President of the Board of Education for the 2017-2018 school year, seconded by Elizabeth Melichar. There being no further nominations, the District Clerk took the roll of the Board of Education.

Susan Binder - Yes	Kathleen Lynch - Yes
Linda Eklund - Yes	Tracy McCarthy - Yes
Thomas Graffagnino - Recused	Elizabeth Melichar – Yes
Mark Kanarvogel - Yes	

Yes = 6      No= 0      Recusal= 1

Motion carried unanimously.

Thomas Graffagnino was declared duly elected as President of the Board of Education, Shelter Island Union Free School District for the 2017-2018 school year. The Oath of Office was administered by the District Clerk to President Thomas Graffagnino.

The District Clerk turned the gavel over to President Graffagnino.

President Graffagnino stated that nominations were in order for Vice President of the Board of Education for the 2017-2018 school year. Linda Eklund was nominated by Elizabeth Melichar for Vice President of the Board of Education for the 2017-2018 school year, seconded by Thomas Graffagnino. There being no further nominations, the President took the roll of the Board of Education.

Susan Binder - Yes	Kathleen Lynch - Yes
Linda Eklund - No	Tracy McCarthy - Yes
Thomas Graffagnino - Yes	Elizabeth Melichar – Yes
Mark Kanarvogel - Yes	

Yes = 6      No= 0      Recusal= 1

Motion carried unanimously.

*Call to Order*

*Mission Statement*

*Oath of Office to New BOE Members*

*Election of President and Oath of Office*

*Election of Vice President*

Linda Eklund was declared elected as Vice President of the Board of Education, Shelter Island Union Free School District for the 2017-2018 school year.

A motion was made by Susan Binder, seconded by Linda Eklund, BE IT RESOLVED THAT: the following officers are hereby appointed for to the Board of Education for the 2017-2018 school year:

- District Clerk – Jacqueline Dunning
- District Treasurer – Deborah Vecchio
- Claims Auditor – Carol Euring at an annual rate of \$50 per hour

Motion carried unanimously

The Oath of Office was administered by President Graffagnino to Linda Ekund, Vice President; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; and Leonard Skuggevik, Superintendent; The District Clerk will administer the Oath of Office to Ms. Euring at a later date.

A motion was made by Linda Eklund, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby approves the following appointment for the 2017-2018 school year -- 10.1 a-v:

10.1 Appointments

- a. Auditors: Nawrocki Smith, LLP - \$28,500
- b. Accountants: Cullen & Danowski, LLP - \$45,000
- c. School Attorney: Ingerman Smith, LLP (For both Board & Labor Counsel Services) at an annual retainer of \$35,905. Other services as required at \$250 per hour, plus all out of pocket disbursements and expenses paid by the firm for any and all work related to the school district.
- d. School Insurance Broker: New York State Insurance Reciprocal (NYSIR) - \$41,468.00
- e. Dentist: Dr. Frank Kestler
- f. Elementary School Physician: Dr. Nathanael Desire - \$850.00
- g. Secondary School Physician: Dr. Peter Kelt - \$850.00
- h. Official Depositories:
  - 1. JPMorgan Chase Bank:
    - i. Extra Class Account
    - ii. Scholarship Fund
    - iii. Trust & Agency
    - iv. General Fund Account
    - v. Money Market Account
  - 2. Capital One Bank
    - i. Capital Checking Account
    - ii. General Fund Checking Account
    - iii. Federal Checking Account
    - iv. Payroll Account
    - v. Money Market Account
    - vi. School Lunch Checking Account
    - vii. Capital HVAC Checking Account
  - 3. CLASS Cooperative Investment Program
    - i. General Fund
    - ii. Health Insurance Reserve
    - iii. Risk Retention Reserve
    - iv. F.I.T. Reserve
  - 4. Bridgehampton National Bank
    - i. Payroll
- i. Official Newspaper: Shelter Island Reporter
- j. Chief Faculty Advisor: Superintendent
- k. Title IX Compliance Officer: Todd Gulluscio
- l. Title VII Compliance Officer: Todd Gulluscio

*Appointments  
of Board  
Officers and  
Oath of Office*

*Consent  
Agenda  
Appointments*

- m. ADA Compliance Officer: Jennifer Rylott
- n. Liaison for Homeless Children and Youth: Jennifer Rylott
- o. Extra Class Treasurer: Deborah Vecchio
- p. Bond Counsel: Hawkins, Delafield & Wood, LLP (fees indicated in their engagement letter dated May 11, 2017)
- q. Financial Advisor: Munistat (fees as indicated in their agreement dated February 1, 2017)
- r. Asbestos Designee: Michael Dunning
- s. Purchasing Agent: Superintendent
- t. Records Management Officer: Business Official
- u. Records Access Officer: Jacqueline Dunning
- v. Right to Know Officer: Michael Dunning

*Consent  
Agenda  
Appointments*

Motion carried unanimously.

A motion was made by Linda Eklund, seconded by Susan Binder, BE IT RESOLVED THAT: The Board of Education hereby approves the following appointments for the 2017-2018 school year – 11.1 a – 11.1 e:

*Consent  
Agenda  
Appointments*

11.1 Appointments

- a. Superintendent
  - 1. Payroll Certification Officer
  - 2. Approval of payment of salaries, wages and contractual obligations
  - 3. Authorization of Budget Transfers (in accordance with Board Policy)
  - 4. Signatory for State & Federal Grant Applications
  - 5. Approval for Travel, Conferences and Workshops
  - 6. Mileage Reimbursement (rate according to IRS regulations)
  - 7. Approval of Overtime; Tutoring at \$42.85 per hour; Home Instruction at \$67.34 per hour; Temporary Employees, and Substitute Teachers Salary: Uncertified - \$95/day, Certified - \$110/day
- b. Signature required on Checks: Deborah Vecchio and/or Jennifer Rylott
- c. Petty Cash: Cafeteria: Helene Starzee - \$50
- d. Investment of District Money – in accordance with Board Policy
- e. Publishing of Annual Financial Report prior to August 31, 2017 (It is agreed that in conformance with Education Law, the Annual Financial Report shall be published once in the official newspaper of the District prior to August 31, 2017.)

Motion carried unanimously

A motion was made by Kathleen Lynch, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education hereby approves the following agenda items for the 2017-2018 school year: 12.1 – 12.3

*Consent  
Agenda  
Authorization*

12.1 Bonding

- a. Blanket Position Bond in the amount of \$100,000 covering the services of all employees of SIUFSD who handle monies issued by New York Schools Insurance Reciprocal (NYSIR) for the period of July 1, 2017 through June 30, 2018.
- b. Excess Indemnity on the District Treasurer and Extra-Classroom Treasurer a bond in the amount of \$150,000 covering the services of Deborah Vecchio as the District Treasurer and Extra-Classroom Treasurer of the SIUFSD, as written by New York Schools Insurance Reciprocal (NYSIR) for the period of July 1, 2017 through June 30, 2018.

12.2 Third Party Administrator for the following plans:

- a. Disability: Unum Provident
- b. Section 125 Benefit Plan: Preferred Group Plans, Incorporated
- c. Health Reimbursement Arrangement (HRA) Plan: Preferred Group Plans, Incorporated
- d. Transportation Fringe Benefit Plan: Preferred Group Plans, Incorporated
- e. 403(b) Plan: Omni Financial Group, Incorporated

12.3 457(b) Plan for Employees

- a. New York State Deferred Compensation Plan

Motion carried unanimously.

A motion was made by Elizabeth Melichar, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby approves the following agenda items for the 2017-2018 school year: 13.1a – 13.1b

13.1 Committee Appointments (Mandated members will be present at Committee Meetings.)

- a. Committee on Special Education (CSE)
  - Chairperson: Jennifer Rylott
  - Alternate Chairperson: Dr. James Dibble
  - School Psychologist: Dr. James Dibble
  - School Physician
  - Student's Teacher
  - Student's Special Education Teacher
  - Speech/Language Pathologist: Michelle Weir
  - Guidance Counselor: Mark Palios
  - School Nurse: Mary Kanarvogel
  - Parent Member (only at parent's request)
- b. 504 Committee (504)
  - Chairperson: Jennifer Rylott
  - Alternate Chairperson: Dr. James Dibble
  - School Physician
  - Student's Teacher
  - Speech/Language Pathologist: Michelle Weir
  - Guidance Counselor: Martha Tuthill
  - School Nurse: Mary Kanarvogel

Motion carried. Mark Kanarvogel recused himself.

A motion was made by Linda Eklund, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education hereby approves the following agenda items for the 2017-2018 school year: 13.1c – 13.1e

13.1 Committee Appointments (Mandated members will be present at Committee Meetings.)

- c. Committee on Pre-School Special Education (CPSE)
  - Chairperson: Jennifer Rylott/Michelle Weir
  - General Education Teacher
  - Special Education Teacher
  - Parent Member (only at parent's request)
  - A professional who participated in the evaluation of the child
- d. Sub-Committee on Special Education (Sub CSE)
  - Chairperson: Jennifer Rylott
  - Alternate Chairperson: Dr. James Dibble
  - Speech/Language Pathologist: Michelle Weir
  - Student's Teacher
  - Student's Special Education Teacher
- e. Audit Committee
  - Chairperson: Superintendent
  - Business Manager
  - Auditors
  - Three (3) Board Members

Motion carried unanimously.

*Consent  
Agenda  
Appointments*

A motion was made by Susan Binder, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby approves the following agenda items for the 2017-2018 school year: 13.2

- 13.2 504 Grievance Officer
  - a. Superintendent

Motion carried unanimously.

A motion was made by Kathleen Lynch, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby approves the following agenda items for the 2016-2017 school year: 14.1 a1 – 14.1 a9

- 14.1 Budget Vote
  - a. Board of Registration at \$125 per day:
    - 1. Angela Corbett
    - 2. Shirley Ferrer
    - 3. Marion Gleason
    - 4. Phyllis Wallace
    - 5. Alternate: Lois Corbett
    - 6. Alternate: Jean Dickerson
    - 7. Alternate: BettiAnn Morrirt
    - 8. Alternate: Lew Corbett
    - 9. Alternate: Thomas Morrirt

Motion carried unanimously.

A motion was made by Elizabeth Melichar, seconded by Linda Ekund, BE IT RESOLVED THAT: The Board of Education hereby approves the following agenda items for the 2016-2017 school year: 14.1 a10

- 14.1 Budget Vote
  - a. Board of Registration at \$125 per day:
    - 10. Alternate: Allison Binder

Motion carried. Susan Binder recused herself.

A motion was made by Kathleen Lynch, seconded by Linda Ekund, BE IT RESOLVED THAT: The Board of Education hereby approves the following agenda items for the 2016-2017 school year: 14.1 b – 14.1 c

- 14.1 Budget Vote
  - b. Four (4) Poll Workers at \$125 per day
  - c. Voting Hours: 12:00 pm to 9:00 pm

Motion carried unanimously.

A motion was made by Linda Eklund, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby approves the following agenda items for the 2016-2017 school year: 14.2 – 14.5

- 14.2 Impartial Hearing Officer List for 2017-2018 (as set forth by the NYS Education Department)

- 14.3 Monthly Board Meetings Schedule

August 14, 2017	February 12, 2018
September 18, 2017	March 19, 2018
October 16, 2017	April 18, 2018
November 13, 2017	May 7, 2018 (Public Budget Hearing/Regular Meeting)
December 11, 2017	May 15, 2018 (Annual District & Budget Vote Meeting)
January 16, 2018	June 11, 2018

- 14.4 Policy Manual

- a. Re-adoption of all policies and code of ethics in the Policy Manual

- 14.5 Shelter Island School Emergency Response Plan

- a. Re-adoption of the Shelter Island School Emergency Response Plan

Motion carried unanimously.

At this time, the Regular Business Meeting began –

A motion was made by Linda Eklund, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board hereby approves the following consent agenda items:

- a. Approval of Minutes
  - 1. Special Meeting of June 10, 2017
  - 2. Special Meeting of June 11, 2017
  - 3. Regular Meeting of June 12, 2017

Motion carried unanimously.

**Visitor Questions – None**

**Correspondence**

Mr. Graffagnino acknowledged that the Board of Education received a letter of thanks from a student, as well as a letter of thanks from a parent.

**Presentations - None**

**Personnel**

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: 19.1 a

- 19.1 Resignation
  - a. Accept the resignation of Ian Kanarvogel, .50 FTE Drivers Education & Health Teacher/.50 FTE Teacher Aide, effective August 31, 2017

Motion carried. Mark Kanarvogel recused himself.

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: 19.1 b

- 19.1 Resignation
  - b. Accept the resignation of Timothy Laube, School District Business Leader, effective July 28, 2017

Motion carried. Mark Kanarvogel opposed.

A motion was made by Linda Eklund, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 19.2 a1- 19.2 a5

- 19.2 Extra Compensation
  - a. Approve the following Elementary Teachers for curriculum development, at their hourly rate, not to exceed 12 hours each:
    - 1. Natalie Regan
    - 2. Lynn Green
    - 3. Cheryl Woods
    - 4. Kerri Knipfing
    - 5. Michele Yirce

Motion carried unanimously.

A motion was made by Thomas Graffagnino, seconded by Susan Binder, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 19.2 a6

- 19.2 Extra Compensation
  - a. Approve the following Elementary Teachers for curriculum development, at their hourly rate, not to exceed 12 hours each:

Consent  
Agenda  
Approval of  
Minutes

Visitor  
Questions

Correspondence

Presentations

Personnel

6. Elizabeth Eklund

Motion carried. Linda Eklund recused herself.

A motion was made by Tracy McCarthy, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 19.3

19.3 Additional Personnel for Summer School 2017

- a. Appoint Lindsay Rando, as Leap Into Learning Summer School Aide, at a rate of \$16.22 per hour, not to exceed 30 hours, retroactive to July 3, 2017 through July 27, 2017.
- b. Appoint the following people as Leap Into Learning Summer School Aide Substitutes (as needed), retroactive to July 3, 2017 through July 27, 2017, at \$16.22 per hour
  - 1. Kimberly Curko
  - 2. Vanessa Lara

Motion carried unanimously.

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: 19.4 a- 19.4 i

19.4 Appointment of Athletic Chaperones for the 2017-2018 School Year (one game per night at \$97.83, two games per night at \$150.14, Clock Keeper at Chaperone Rate plus \$10)

- a. Brian Becker
- b. Jessica Bosak
- c. Keith Brace
- d. Deborah Brewer
- e. Jacqueline Brewer
- f. Taylor Kelly
- g. Patricia Kreppein
- h. Janine Mahoney
- i. Peter Miedema

Motion carried unanimously.

At this time, Elizabeth Melichar respectfully requested that the Board of Education review the inequity in the rate of pay for our substitute teachers when compared to the rate of pay for our athletic chaperones.

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 Personnel actions: 19.4 j

19.4 Appointment of Athletic Chaperones for the 2017-2018 School Year (one game per night at \$97.83, two games per night at \$150.14, Clock Keeper at Chaperone Rate plus \$10)

- j. Mary Kanarvogel

Motion carried. Mark Kanarvogel recused himself.

A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 19.5 a- 19.5 j

19.5 Appointment of Detention Monitors for the 2017-2018 School Year at \$60/period

- a. Brian Becker
- b. Jessica Bosak
- c. Sean Brennan
- d. Deborah Brewer
- e. Lynne Colligan
- f. Jasmine Frasco
- g. Taylor Kelly
- h. Peter Miedema

Consent  
Agenda  
Approval of  
Minutes

Visitor  
Questions

Correspondence

Presentations

Consent  
Agenda  
Personnel

- i. James Theinert
- j. Martha Tuthill

Motion carried unanimously.

Consent  
Agenda  
Personnel  
(continued)

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: 19.5 k

19.5 Appointment of Detention Monitors for the 2017-2018 School Year at \$60/period

- k. Mary Kanarvogel

Motion carried. Mark Kanarvogel recused himself.

A motion was made by Elizabeth Melichar, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 19.6 – 19.12

19.6 Appointment of Coaches for the 2017-2018 School Year

- a. Jay Card, Varsity Boys Basketball Coach, \$6,311.73
- b. Robert DeStefano, Varsity Golf Coach, \$3,725.15
- c. Bryan Gallagher, Varsity Girls Cross Country Co-Coach, \$1,862.58
- d. Jason Green, Varsity Girls Cross Country Co-Coach, \$1,862.58
- e. Bryan Gallaher, Varsity Boys Cross Country Joint-Coach, \$1,862.58
- f. Jason Green, Varsity Boys Cross Country Joint-Coach, \$1,862.58
- g. Cynthia Belt, Varsity Volleyball Coach, \$5,745.28
- h. Bryan Gallagher, Varsity Winter Track Co-Coach, \$3,598.14
- i. Jason Green, Varsity Winter Track Co-Coach, \$3,598.14
- j. Peter Miedema, JV Boys Basketball Coach, \$5,342.63
- k. Michael Z. Mundy, JV Girls Basketball Coach, \$5,342.63
- l. Laura Mayo, JV Volleyball Coach, \$4,855.78
- m. Peter Miedema, JV Baseball Coach, \$4,855.78
- n. Jacqueline Brewer, JV Softball Coach, \$4,855.78
- o. Taylor Kelly, Junior High Girls Volleyball Coach, \$2,669.61
- p. Laura Mayo, Junior High Girls Basketball Coach, \$2,915.29
- q. Brian Becker, Junior High Boys Basketball Coach \$2,915.29
- r. Bryan Gallagher, Running Club Joint-Coach, \$413.91
- s. Jason Green, Running Club Joint-Coach, \$413.91
- t. Bryan Knipfing, Running Club Joint-Coach, \$413.91
- u. Taylor Kelly, Intramural Crossfit Program, \$1,241.72

19.7 Volunteer Coaches for the Fall 2017 Season

- a. Father Peter DeSanctis – Varsity Golf
- b. Jay Card – Varsity Golf
- c. Bryan Knipfing – Varsity Boys & Girls Cross Country

19.8 Appointment of Co-Curricular Positions for the 2017-2018 School Year

- a. Sean Brennan, 10<sup>th</sup> Grade Co-Advisor, at \$381.62
- b. Peter Miedema, 10<sup>th</sup> Grade Co-Advisor, at \$381.62
- c. Jessica Bosak, Elementary Play Director, at \$763.23
- d. Martha Tuthill, DECA Club Co-Advisor, at \$381.62
- e. James Theinert, DECA Club Co-Advisor, at \$381.62
- f. Janine Mahoney, National Honor Society, at \$1,544.66
- g. Janine Mahoney, Landmark Books (Book Craft Club), at \$1,544.66
- h. Jennifer Gulluscio, 7<sup>th</sup> Grade Co-Advisor, at \$381.62
- i. James Bocca, 7<sup>th</sup> Grade Co-Advisor, at \$381.62

- j. Patricia Kreppein, 6<sup>th</sup> Grade Advisor, at \$763.23
- k. Deborah Sears, 12<sup>th</sup> Grade Co-Advisor, at \$960.01
- l. Kerri Knipfing, 12<sup>th</sup> Grade Co-Advisor, at \$960.01
- m. Keith Brace, Sound Equipment Technician/Trainer, at \$1,544.66
- n. Keith Brace, Jazz Band, at \$1,920.02
- o. Jessica Bosak, Select Choir, at \$1,920.02
- p. Jennifer Gulluscio, 8<sup>th</sup> Grade Advisor/Disney Trip Coordinator, at \$1,920.02
- q. Keith Brace, School Play Instrumental Music Director, at \$1,920.02
- r. Devon Treharne, School Newspaper, at \$1,920.02
- s. James Theinert, Student Council, at \$2,877.75
- t. Jessica Bosak, School Play Pianist/Accompanist/Vocal Director, at \$2,877.75
- u. Lynne Colligan, Yearbook Co-Advisor, at \$2,500.12
- v. Devon Treharne, Yearbook Co-Advisor, at \$2,500.12

19.9 District Clerk Pro Tem

- a. Appoint Deborah Vecchio, as District Clerk Pro Tem, at a rate of \$30 per hour, to serve in the absence of the District Clerk, when necessary, for the 2017-2018 school year.
- b. Appoint Superintendent, as District Clerk Pro Tem, when necessary, for the 2017-2018 school year.

19.10 Standard Work Day and Reporting Resolution for Appointed Officials

- a. Approval to establish standard work days for elected and appointed officials, per the Standard Work Day and Reporting Resolution form that will be made part of the minutes of the district

19.11 Non-Contractual Personnel Salaries

- a. Approval of the following salaries for non-contractual personnel for the 2017-2018 school year:
  - 1. Lisa Goody, at \$19.50 per hour

19.12 Schedule C Positions

- a. Approve the creation of ESL/ENL/ELL Translator, at a salary of \$1,920.02, Level III of salary Schedule C.
- b. Approve the creation of Video Game Development/Programming Club, at a salary of \$763.23, Level I of salary Schedule C.

Motion carried unanimously.

**Program**

A motion was made by Mark Kanarvogel, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program actions: 20.1 – 20.5

20.1 CSE/504 Recommendations for the 2016-2017 School Year

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

20.2 CSE/CPSE/504 Recommendations for the 2017-2018 School Year

- a. Committee on Special Education
- b. Committee on Pre-School Special Education
- c. 504 Committee

20.3 Disney Youth Education Trip

- a. Approve the 8<sup>th</sup> Grade Class to attend the Disney Youth Education Trip, in Orlando, Florida, on Monday, December 4, 2017 – Friday, December 8, 2017

20.4 Post Season Sports for 2017-2018 School Year

- a. Authorization to approve Shelter Island School sports teams to travel to and participate in post season tournament play

20.5 First Reading of Policy

- a. Policy #6161 – Conference/Travel Reimbursement

Motion carried unanimously.

## Finance

A motion was made by Linda Eklund, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Finance actions: 21.1 – 21.3

### 21.1 Financial Reports

- a. Appropriation Status Report: 2016-2017
- b. Appropriation Status Report: 2017-2018
- c. Revenue Status Report: 2016-2017
- d. Revenue Status Report: 2017-2018

### 21.2 Budget Transfers & Journal Entries

- a. Accept and approve the Budget Transfers and Journal Entries, for the period of May 29, 2017 – July 6, 2017, in accordance with Board Policy that the Superintendent has approved, as well as any transfers that need Board specific approval.

### 21.3 District Credit Cards for the 2017-2018 School Year

- a. Authorize Maryann Impastato and Helene Starzee, to use the District's American Express credit cards (account number xxx-xxxx5-11006), for purchases of approved supplies and services, for the period of July 1, 2017 through June 30, 2018. The individual card numbers are as follows: Maryann Impastato (xxx-xxxx5-11063) and Helene Starzee (xxx-xxxx5-11071).

Motion carried unanimously.

## Business

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 Business actions: 22.1 – 22.2

### 22.1 2017-2018 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Mattituck-Cutchogue Union Free School District, for student services. The term of said agreement shall be July 1, 2017 through June 30, 2018; and authorize the Board President to execute said agreement.
- b. Approve the agreement between the Board of Education of the Shelter Island School District and C-BIZ Valuation group, LLC of Lawrenceville, New Jersey, for property valuation services, including an electronic annual update service option, in the amount of \$1,030.00, for the 2017-2018 school year; and authorize the Board President to execute said agreement.
- c. Approve the agreements between the Board of Education of the Shelter Island School District and Milburn Flooring Mills of Copiague, NY, in the amount of \$29,915.27, for flooring supplies and installation; 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 Lorie Beard, for consulting services, providing professional development to the Elementary teachers, in the amount of \$850.00; 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 Never Better Solutions LLC of Bay Shore, NY, for asbestos abatement, in the amount of \$7,375.00; and authorize the Board President to execute said agreement.

### 22.2 Taping of Board of Education Meetings

- a. Authorization of the taping of up to seven (7) Board of Education Budget Meetings during the 2017-2018 school year, at a cost of \$250 per taping. (Exact dates to be determined at a future meeting.)

Motion carried unanimously.

At this time, Susan Binder asked if our students could learn how to tape the meetings. It was determined that the Town of Shelter Island would still need to provide the service because they have the capability to post the

video on Local TV Channel 22 and on the Town Hall Streams website. Elizabeth Melichar added that perhaps learning how to tape the meetings and posting them could be included in the internship program.

Consent  
Agenda Facility

### Facility

A motion was made by Tracy McCarthy, seconded by Linda Ekund, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Facility actions: 23.1

- 23.1 Excessing Equipment (repair costs exceeds value or beyond repair)
- a. Thinkpad e350 – Shelter Island Barcode #20100061
  - b. Asus ti01mt – Shelter Island Barcode #20090400
  - c. Asus ti01mt – Shelter Island Barcode #20100188
  - d. Acer Aspire One – Shelter Island Barcode #20100114
  - e. Asus D550m – Shelter Island Barcode #20100338
  - f. Acer Extense 4230 – Shelter Island Barcode #20100332
  - g. Toshiba Portege M400 – Shelter Island Barcode #20090870
  - h. HP 3000 Printer – Shelter Island Barcode #003030

Motion carried unanimously.

Items for  
Consideration

### Items for Consideration

The Board discussed the various committees for the 2017-2018. At the end of the meeting, each Board Member submitted to the District Clerk, a list of committees of which they are interested in being a member. The committee members will be approved at the August 14, 2017 Board of Education Meeting.

Old Business

### Old Business

#### 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. Timothy Laube is exploring 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.*
2. Potential Redesign of Cafeteria & Courtyard: (Introduced at the April 19, 2017 Board Meeting) The Wellness Committee is exploring 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 they 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 this summer, which includes new paint, hanging up student art work, and placing herbs and other plants along the window sill.*
3. PK-12 Mindfulness Program: (Introduced at the April 19, 2017 Board Meeting) At the recommendation of the Wellness Committee, Mr. Gulluscio continues to explore 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 has been sent out to the faculty and the committee continues to look at ways to introduce mindfulness into the school day.*

4. **Shared Decision Making Committee (SDM):** (Introduced at the June 12, 2017 Board Meeting) The Board of Education would like a written outline of the 2016-2017 goals and accomplishments of the SDM Committee. *July 13, 2017 Update: Mr. Skuggevik gave the members of the Board of Education a packet outlining the goals and accomplishments of the Shared Decision Making Committee for the 2016-2017 school year. Mr. Skuggevik also announced that Mr. James Bocca is the new chairperson of the Committee for this coming school year.*

*Old Business  
(continued)*

*School District  
Business Leader  
Report*

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

*Academic  
Administrator  
Report*

*Superintendent  
Report*

*Board Member  
Reports*

### **School District Business Leader Report**

Mr. Timothy Laube reported that the construction of the conference room and new business office area would have cost the District \$30,000 - \$40,000 if we had hired an outside contractor, but with Michael Dunning and his crew doing the work it cost the District less than \$4,000. At this time, members of the Board of Education thanked Mr. Dunning and his crew for bringing these savings to the District.

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

Mr. Gulluscio reported that the Fall Athletics Registration Portal is open for all eligible students. Mr. Gulluscio also congratulated our student athletes for receiving the School of Distinction Award, and noted that Shelter Island is one of only four Suffolk County school districts to receive the award, and one of only 11 on all of Long Island.

At this time, Thomas Graffagnino brought up the topic of combining sports with other school districts and noted that there are a few parents who are questioning the viability of bringing back this type of program. Mr. Graffagnino pointed out the District made the decision to eliminate combined sports in order to build our own teams, as well as to save money. Ms. Tracy McCarthy asked if anyone has ever looked into the creation of a Booster Club. Mr. Gulluscio pointed out that such a club takes a lot of work and entails a lot of legal work. Mr. Graffagnino explained that there was a group who tried to create one, but there was concern in the community that the monies raised would only benefit the athletics department and not benefit the arts, as well.

In the end, the members of the Board of Education, along with Administration agreed they are not looking to bring back the combined sports program at this time.

### **Academic Administrator Report**

Ms. Rylott reported that 65 students are enrolled in this year's summer school program, which is slightly higher than last years' enrollment. Ms. Rylott then reported that the number of students attending the YMCA program is much lower than the original minimum requirement, but the YMCA is still committed to the program and hopes to make it grow in the future. Ms. Rylott stated that the next step is to look into an after school program in the Fall, with an emphasis on bringing back the swimming program the Town of Shelter used to offer to our students. Ms. Rylott also stated that she is hoping to work closely with the new Town Recreation Director to create more after school opportunities for our students.

### **Superintendent Report**

Mr. Skuggevik thanked Ian Kanarvogel for his years of service and thanked Timothy Laube for his assistance over the last two years. Mr. Skuggevik then reported about the Commencement Ceremony stating that 16 students graduated with almost 200 college credits combined and that the entire school had earned 252 college credits at the end of the year. Mr. Skuggevik also thanked Mr. Dunning and his crew for re-setting the chairs under the tent on the morning of graduation after vandals threw them in a pile in the middle of the tent.

### **Board Member Reports**

Elizabeth Melichar stated that she was dismayed how the faculty was represented at the Commencement Ceremony, noting that some sat up front while others scattered in the back. Ms. Melichar stated that it appeared disjointed and unprofessional, and she hopes it will change in the future. Ms. Melichar also reported that the Policy Committee has reviewed several policies and they will be on the August agenda for a first reading. Ms. Melichar stated that she would like to continue on the Policy Committee.

Mark Kanarvogel thanked Michael Dunning and his crew for all of the construction and cost savings to the District.

Thomas Graffagnino wished Timothy Laube and Ian Kanarvogel the best of luck in their new positions, and welcomed new Board Member, Tracy McCarthy. Mr. Graffagnino also thanked Michael Dunning and his crew for the savings they have brought to the District.

Linda Eklund announced that three of the students who took the AP Social Studies Exam received a 5 – a perfect score on an AP exam. Ms. Eklund also thanked Tim and wished him the best of luck. Ms. Eklund then welcomed Tracy McCarthy to the Board of Education and congratulated Ian Kanarvogel on his new job.

Susan Binder thanked Tim Laube, Michael Dunning and his crew and wished Ian Kanarvogel the best of luck.

Tracy McCarthy wished Tim Laube the best of luck.

Kathleen Lynch announced that the Shelter Island Educational Foundation’s Annual Porch Party will be held on Sunday, July 16, 2017 and encouraged everyone to attend. Ms. Lynch also thanked Jack Calabro who works for the Mystic Marriott Hotel and who took great care of our 7<sup>th</sup> grade students when their schooner ran aground during this year’s annual Schooner Trip. In closing Ms. Lynch wished Tim Laube and Ian Kanarvogel the best of luck in their new positions.

**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 7:18 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 Linda Eklund, seconded by Susan Binder, BE IT RESOLVED THAT: The Board of Education hereby adjourns the meeting.

Motion carried unanimously.

The meeting adjourned at 10:26 pm.

\_\_\_\_\_  
Jacqueline Dunning  
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday, August 14, 2017, at 6:00 pm, in the Conference Room.

*Board Member  
Reports  
(continued)*

*Visitor  
Comments*

*Executive  
Session*

*Adjournment*