

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

**REGULAR MEETING
December 10, 2018**

Members Present: Thomas Graffagnino, Linda Eklund, Mark Kanarvogel, Kathleen Lynch, and Tracy McCarthy, Margaret Colligan and Jason Lones

Others Present: Dr. Christine Finn, Superintendent; Jennifer Rylott, Academic Administrator; Todd Gulluscio, Director of Athletics (arrived at 6:05 pm), Physical Education, Health, Wellness & Personnel; Linda Haas, School District Business Leader (left at 6:04 pm); Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Nicholas Labrozzi, Student Liaison (arrived at 6:11 pm); 4 faculty/staff/student and 0 community residents

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

Call to Order

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

Mission Statement

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

Visitor Questions – None

Consent Agenda

Consent Agenda Minutes

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

- a. Approval of Minutes
 - 1. Regular Meeting of November 13, 2018

Motion carried unanimously.

Correspondence - None

Correspondence

Mr. Graffagnino announced that Ms. Linda Haas, School District Business Leader would present her report at this time because she is also the JV Girls Basketball Coach and had to leave to run practice.

School District Business Leader Report

Ms. Haas reported that bus drills were held in November and everything went well. Ms. Haas will hold another bus drill in the Spring. Ms. Haas also reported that she has started developing the 2019-2020 budget along with her fellow administrators has been meeting with staff members to learn more about their departmental budgets.

Presentations

Presentations

Elementary Field Trips

Ms. Elizabeth Eklund spoke about the Bronx Zoo field trip for students in grades 3-5. Ms. Eklund stated that she wrote a Shelter Island Educational Foundation grant and was awarded \$300 to cover the cost of admission. The transportation cost of \$1,500 will be covered between students and the District. The Bronx Zoo trip will be held on April 18, 2019. Students will depart Shelter Island at 7:30 am and are due to return at approximately 6:00 pm.

Ms. Jennifer Rylott reported about the Cornell Cooperative Extension Suffolk County Farm field trip for students in Kindergarten through Grade 2. Ms. Natalie Regan and Ms. Kerri Knipfing wrote a Shelter Island Educational Foundation grant for this trip and they too were awarded \$300. This trip will be held on April 11, 2019 and will take place within the regular hours of a school day.

At this time, Mr. Graffagnino stated that the Board of Education will prepare to vote on the Elementary Field Trips, at the January 14, 2018 Board Meeting.

Personnel

A motion was made by Tracy McCarthy, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 8.1 – 8.6

8.1 Childcare Leave

- a. Approve a contractual childcare leave of absence for Elizabeth Eklund, Elementary Teacher, to commence on or about March 28, 2019 through on or about May 31, 2019; with said period credited towards the employee's FMLA leave of absence

8.2 Amend Motion

- a. Amend motion of November 13, 2018 from:

BE IT RESOLVED THAT: The Board of Education hereby approves Carolyn Taylor, as Science 7-12 Teacher effective November 12, 2018, at \$71,714.00, pro-rated to \$59,407.24, Step 1 MA+45 of the 2018-2019 teacher salary scale with a four (4) year probationary period through November 12, 2022, in the tenure area of Science 7-12.

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

to:

BE IT RESOLVED THAT: The Board of Education hereby approves Carolyn Taylor, as Science 7-12 Teacher effective November 12, 2018, at \$71,714.00, pro-rated to **\$57,293.04**, Step 1 MA+45 of the 2018-2019 teacher salary scale with a four (4) year probationary period through November 12, 2022, in the tenure area of Science 7-12.

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

8.3 New York State Minimum Wage Increase

- a. Increase the rate of pay for Cafeteria Substitute from \$11.00/hour to \$12.00/hour, effective December 31, 2018, as per New York State's Minimum Wage Rate Schedule

8.4 Contractual Personnel Salary

- a. Nery Perez Monzon, Custodial Worker I, \$47,868, Step 5 of the 2018-2019 Night Custodian salary scale, retroactive to December 1, 2018

8.5 Additional Schedule C Position Appointment for the 2018-2019 School Year

- a. James Theinert, Junior High Boys Basketball, at \$2,973.60

8.6 Resignation of Personnel

- a. Andrew Steinmuller, Custodian, effective December 28, 2018, for the purpose of retirement

Motion carried unanimously.

At this time, Mr. Graffagnino wished Andrew Steinmuller the best of luck in his retirement.

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 action: 9.1 – 9.3

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

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

9.2 Shared Decision Making Committee for the 2018-2019 School Year

- a. Appoint Peter Waldner, Community Member

9.3 Field Trip

- a. Approve the 10th grade United Nations and Jewish Heritage Museum field trip in April 2019

Motion carried unanimously.

*Consent Agenda
Program
(continued)*

*Consent Agenda
Finance*

Finance

A motion was made by Kathleen Lynch, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on Finance actions: 10.1 – 10.2

10.1 Financial Reports

- a. Treasurer’s Report – October 2018
- b. Extra Class Report – October 2018
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Claim Auditor’s Report – October 2018
- f. Claim Auditor’s Report – November 2018
- g. Payroll Audit Report – November 2018

10.2 Budget Transfers & Journal Entires

- a. Accept and approve Budget Transfers & Journal Entry Reports for the period of November 3, 2017 through December 1, 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
Business*

Business

A motion was made by Margaret Colligan, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Business actions: 11.1 – 11.2

11.1 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Bridgehampton Union Free School District, for student services. The term of said agreement shall be retroactive to July 1, 2018 through June 30, 2019; and authorize the Board President to execute said agreement.

11.2 Taping of Budget Workshops

- a. Approval to tape the following seven (7) budget related presentations/meetings, at a cost of \$1,750.
 - January 8, 2019
 - January 14, 2019
 - January 28, 2019
 - February 11, 2019
 - March 11, 2019
 - April 16, 2019
 - May 13, 2019

Motion carried unanimously.

*Consent Agenda
Facility*

Facility

A motion was made by Tracy McCarthy, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Facility action: 12.1

12.1 State Environmental Quality Review Act

WHEREAS, the Board of Education of the Shelter Island Union Free School district, desires to embark upon the following capital improvement project at Shelter Island School: Bathroom Renovation (\$100,000) to be funded by a DASNY.

WHEREAS, said capital improvement projects are subject to classification under the State

Environmental Review Act (SEQRA); and

WHEREAS, the SEQR Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQR; and

WHEREAS, the Board of Education has examined all information related to the capital improvement project, and has determined that the above-described capital improvement project are classified as Type II Actions pursuant to Section 617.5(c)(1) and (c)(2) of the SEQR Regulations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby declares itself lead agency in connection with the requirements of the State Environmental Quality Review Act (SEQRA); and

BE IT FURTHER RESOLVED, that the Board of Education hereby declares the above-referenced project to be a Type II Action, which requires no further review under SEQR.

BE IT FURTHER RESOLVED, that the Board of Education has forwarded an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation and has received clearance from the Department.

Motion carried unanimously.

*Consent Agenda
Facility (continued)*

*Items for
Consideration*

Old Business

*School District
Business Leader
Report*

*Dir. of Athletics, PE,
Health, Wellness &
Personnel Report*

Items for Consideration - None

Old Business - None

School District Business Leader Report (*moved to the beginning of the meeting*)

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

Nike Cross Country Regionals

Mr. Todd Gulluscio congratulated Kal Lewis and Tyler Gulluscio for running in the Nike Cross Country Regionals. Mr. Gulluscio noted the course was tough and both young men finished the race, while others were dropping out.

Section XI Male Athlete of the Fall Season

Mr. Gulluscio congratulated Kal Lewis on being named the Section XI Male Athlete of the Fall Season and noted this is the first time a Shelter Island student has received this honor.

NYSAPERD Suffolk Zone Awards

Mr. Gulluscio spoke about the Suffolk Zone Awards where one male and one female athlete in the Senior Class, from each District, was honored at an awards dinner. Mia Clark and Michael Payano received the award this year. Mr. Gulluscio, along with Dr. Finn, Mr. Becker and Mrs. Anderson attended the awards dinner with these students and the students' parents.

NYSPHSAA Scholar Athlete Teams

Mr. Gulluscio announced that all of the fall season Varsity teams were named Scholar Athlete teams.

Winter Athletics Report

Mr. Gullusco reported that the winter athletics season is in full swing – including cheerleading and reviewed the schedule of upcoming home games.

Concussion Protocol

Mr. Gulluscio explained that the District is upgrading its concussion protocol with the introduction of the EasySCAT Sideline program. EasySCAT Sideline is a natural, rapid, safe, accountable way to evaluate concussions on the sideline. With EasySCAT Sideline's "automatic documentation," you can show when, where and what was done for each potential injury. The data is stored in a permanent, secure online cloud database storage facility.

NIAAA Cohort

Mr. Gulluscio reported that the National Interscholastic Administrators Association (NIAAA) Executive Leadership Cohort begins next week. As part of the program, Mr. Gulluscio will receive a mentor and he will

learn from other leaders all over the country.

Academic Administrator Report

Elementary Field Trips

In addition to the trips Ms. Rylott and Ms. Eklund presented at the beginning of the meeting, Ms. Rylott mentioned that Elementary students will also be attending trips to Mashomack Preserve and Shelter Island Historical Society.

At this time, Kathleen Lynch inquired about whether or not parents will be allowed to attend the Elementary field trips. Ms. Elizabeth Eklund stated that it depends on how many seats are available on the bus. Mr. Graffagnino also took a moment to thank all involved with the grant writing process.

Ornament Making Party

Ms. Rylott thanked Mrs. Stephanie Sareyani for all of the ornament kits she created for our students to use in their classes, as well as for use at the Ornament Making Party. Ms. Rylott noted that the party was a great success. (Note: the ornaments made were used to decorate the trees lining the streets throughout the Heights, as part of the Shelter Island Chamber of Commerce Island Stroll event.)

Chamber of Commerce Island Stroll

Ms. Rylott reported that she along with several students, faculty members, and administrators helped decorate the trees in the Heights as part of the Chamber of Commerce Island Stroll on Saturday, December 8, 2018. Ms. Rylott noted it was a nice way to kick-off the holiday season.

Superintendent's Report

Nomination

Dr. Finn announced that Todd Gulluscio was nominated for Section XI Athletic Director of the Year.

Historical Society Holiday Open House & Student Art Show

Dr. Finn reported that she attended the Historical Society's Open House & Student Art Show and enjoyed speaking with community members and students. Dr. Finn also noted that our students' art work was amazing and the students in attendance were very proud to show off their work.

Tree Lighting

Dr. Finn attended the tree lighting and stated that overall event – including the music performed by our students and faculty.

Science Fair

Dr. Finn announced that the Science Fair was very successful and thanked Mr. Daniel Williams and Brittney Russo for overseeing this year's event. Dr. Finn shared that the judges were impressed by how articulate our students were. In closing, Dr. Finn congratulated all of the participants and noted that Angelina Rice won Best in Fair for the Junior Division and Katherine Ramos won Best in Fair for the Senior Division.

Board Member Reports

Margaret Colligan reported that she, along with several students, had assisted with putting together "Decency" bags to be donated to The Retreat of East Hampton, NY. The bags contained various health and beauty items, a journal and a gift card. Ms. Colligan supports the cause and hopes this is something we can do every year – especially around the holidays.

Thomas Graffagnino, along with Linda Eklund and Mark Kanarvogel, attended a Transportation Committee meeting this past week. The committee discussed the possible purchase of a 20-passenger van. Linda Haas is researching it further to determine the feasibility.

Thomas Graffagnino thanked the yearbook staff for arranging to take a photo of the Board of Education Trustees. Mr. Graffagnino reminded everyone that the budget meetings will begin on January 8, 2019.

Kathleen Lynch spoke about the Annual 3 on 3 Theinert Memorial Basketball Tournament which was held on the Saturday after Thanksgiving. The event was well attended. Ms. Lynch then segued into James Theinert's talent as the Junior High Boys Basketball Coach, stating that Mr. James Theinert is "phenomenal." Ms. Lynch then

mentioned how excited she was to know that there are now two (2) “Zen Dens” for meditation in the school building – one on the third floor and one on the second floor.

Linda Eklund reported that she attended the Ornament Making Party, the Historical Society’s Holiday Open House & Art Show, and the tree lighting, all of which were a lot of fun. Ms. Eklund stated that she is very excited to learn more about the possibilities of the District purchasing a 20-passenger van.

Student Liaison Report

Mr. Nicholas Labrozzi attended the Shelter Island Historical Society’s Lecture: Female British Spies of WWII. The lecture was about the involvement of women in WWII; a forgotten piece of history. Mr. Labrozzi stated that it was both informational and inspirational.

Visitor Comments - None

Executive Session

A motion was made by Mark Kanarvogel, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 6:52 pm, to discuss the employment of particular individuals in the District pursuant to Section 105(e).

Adjournment

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

Motion carried unanimously.

The meeting adjourned at 8:03 pm.

Jacqueline Dunning
District Clerk

The Board of Education of the Shelter Island Union Free School District will meet on Tuesday, January 8, 2019, at 6:00 pm, in the Conference Room for a 2019-2020 Budget Introduction. The next regular meeting of the Board of Education of the Shelter Island Union Free School District is Monday January 14, 2018, at 6:00 pm, in the Conference Room.

Board Member Reports (continued)

Student Liaison Report

Visitor Comments

Executive Session

Adjournment