

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

**REGULAR MEETING
February 11, 2019**

- Members Present: Thomas Graffagnino, Kathleen Lynch, Linda Eklund, Mark Kanarvogel, Tracy McCarthy, Margaret Colligan, Jason Lones and Mark Kanarvoel (arrived at 6:08 pm)
- Others Present: Dr. Christine Finn, Superintendent; Jennifer Rylott, Academic Administrator; Linda Haas, School District Business Leader; Jacqueline Dunning, District Clerk; Nicholas Labrozzi, Student Liaison; Julie Lane, Shelter Island Reporter; Mary Ellen McGayhey, Town of Shelter Island Videographer; 5 faculty/staff/student and 0 community residents
- Absent: Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness and Personnel; Deborah Vecchio, District Treasurer

The meeting was called to order at 6:03 pm by President Graffagnino, followed by the Pledge of Allegiance.

Linda Eklund 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.

2019-2020 Budget Presentation - Educational

Ms. Linda Haas, School District Business Leader presented the Educational portion of the 2019-2020 proposed budget. Topics presented by Ms. Haas included, School Budget Organization, Staff Salaries, Benefits: Three Year Comparison, Non-Personnel Expenses, Support Services, Co-Curricular Activities, Transportation, Ferriage, Contractual Services, Materials & Supplies, and in Mr. Gulluscio’s absence, the Athletics Budget.

Ms. Haas reviewed the schedule of the dates and topics for the remaining 2019-2020 school budget meetings, and noted that all the meetings will begin at 6:00 pm, in the Conference Room. The schedule is as follows.

- March 4, 2019 – Budget Workshop
- March 11, 2019 – Budget Overview
- March 25, 2019 – Budget Workshop (if needed)
- April 16, 2019 – Budget Adoption
- May 13, 2019 – Budget Hearing

Ms. Haas ended her presentation and opened the floor to any questions or concerns. Ms. Linda Eklund requested an updated line by line budget showing what’s encumbered this year so the Board can see where the finances stand for the end of the year. Ms. Eklund asked that this be received prior to the March 4, 2019 Budget Workshop so everyone could review it and be prepared for said workshop. Mr. Jason Lones asked to take Ms. Eklund’s request further and requested that the report include what percentage each line represents in the overall budget.

Next, Ms. Jennifer Rylott presented the Special Education portion of the 2019-2020 proposed budget. Topics presented by Ms. Rylott included, Special Education Overview, In-District Special Education Services, Shelter Island Classification Rates, School Age Classifications, Shelter Island Classification by Disability, Classification Rate of Shelter Island Preschool Students, Looking Ahead (Goals), Contractual Salaries and Other Budget Items. In closing, Ms. Rylott opened the floor to questions, of which there were none.

Visitor Questions – None

Consent Agenda

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

*Call to Order
and Pledge of
Allegiance*

*Mission
Statement*

*Budget
Presentation*

*Visitor
Questions*

*Consent
Agenda*

- a. Approval of Minutes
 1. Regular Meeting of January 14, 2019
 2. Budget Presentation of January 28, 2019

Motion carried unanimously.

*Consent Agenda
(cont'd)*

Correspondence

Presentation

Correspondence - None

Presentations

Senior Class Trip

Mr. Christopher Conrardy along with Class of 2019 officers Jaime Lenzer and Owen Gibbs presented the Board of Education with an overview of the itinerary for the Class of 2019 senior class trip. The class is planning a trip to Orlando, Florida, on Friday, May 31, 2019 through Monday, June 3, 2019. One of the educational components of the trip will be a visit to Kennedy Space Center and Mr. Conrardy pointed out that there is a launch slated around the time of this trip so there is a good possibility the students will have this incredible experience.

At this time, Mr. Graffagnino stated that the Board of Education will prepare to vote on the Senior Class Trip, at the March 11, 2019 Board Meeting.

*Consent Agenda
Personnel*

Personnel

A motion was made by Kathleen Lynch, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 9.1 – 9.5

- 9.1 Resignation of Personnel
 - a. Stephanie Sareyani, PK-12 Art Teacher, effective June 30, 2019, for the purpose of retirement
 - b. James Dibble, School Psychologist, effective June 30, 2019, for the purpose of retirement
- 9.2 Appointment
 - a. Miguel Mendoz, Custodial Worker I, effective February 11, 2019, at a salary of \$47,868.00, Step 5 of the 2018-2019 Night Custodian salary scale, prorated to \$18,410.80
- 9.3 Leave of Absence
 - a. Approve a contractual medical leave of absence for Mary Kanarvogel, School Nurse, to commence on or about January 30, 2019 through on or about March 13, 2019; with said period credited towards the employee's FMLA leave of absence.
 - b. Approve a contractual medical leave of absence for Laura Leever, Foreign Language Teacher, to commence on or about March 4, 2019 through on or about March 29, 2019; with said period credited towards the employee's FMLA leave of absence.
- 9.4 Appointment of Additional Substitute Teacher for the 2018-2019 School Year at \$110 per day (certified or 4-year degree); Pending Clearance for Employment by the NYS Department of Education (fingerprint initiative)
 - a. Frank Emmett
- 9.5 Volunteer Assistant Coach
 - a. Joyce Brown – JV Softball

Motion carried. Mark Kanarvogel recused himself.

At this time, Mr. Graffagnino stated that Stephanie Sareyani and James Dibble will both be sorely missed and noted that it will be near impossible to fill their positions. Mr. Graffagnino wished both employees the very best. Dr. Finn noted that both Stephanie and James brought a lot to the district and agreed it will be difficult to replace them.

In response to the appointment of Dr. Frank Emmett as a substitute teacher, Margaret Colligan noted that it is great to have him back in the building again.

*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 actions: 10.1 – 10.3

- 10.1 CSE Recommendation for the 2018-2019 School Year

- a. Committee on Special Education
- 10.2 School Calendar – 2019-2020
 - a. Approval of the Shelter Island District’s School Calendar for the 2019-2020 school year
- 10.3 Second Reading & Adoption of Policy
 - a. #5640 – Smoking/Tobacco Use

Motion carried unanimously.

Linda Eklund inquired about the Parent/Teacher Conferences which usually take place on the Monday and Tuesday prior to Thanksgiving break. The calendar did not designate these dates as such and Ms. Eklund wanted to clarify. Jacqueline Dunning, District Clerk explained that those days will still be Parent/Teacher Conference days, but the designation of which grades will be dismissed at 11:00 am has yet to be determined. When the full 2019-2020 calendar is mailed to parent over the summer all of the specifics will be included on that calendar.

In response to the newly adopted policy #5640 – Smoking/Tobacco Use, Kathleen Lynch asked if the signs on school grounds speak only to tobacco or also to e-cigarettes and vaping. Michael Dunning was in the audience and stated that they only refer to tobacco and he will reach out to the County for new signs.

Finance

A motion was made by Mark Kanarvogel, seconded by Margaret Colligan, 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 – December 2018
 - b. Extra Class Report – December 2018
 - c. Appropriations Status Report
 - d. Revenue Status Report
 - e. Claim Auditor’s Report – January 2019
 - f. Payroll Audit Report – January 2019
- 11.2 Budget Transfers/Journal Entries
 - a. Accept and approve Budget Transfer/Journal Entry Reports for the period of January 5, 2019 through February 4, 2019, 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 Linda Eklund, 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 Elegant Limousine of Medford, NY, in the amount of \$1,450, for transportation to Marist College & SUNY New Paltz College on March 4, 2019; and authorize the Board President to execute said agreement.
 - b. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Hampton Jitney of Calverton, NY, in the amount of \$4,500, for transportation to Washington DC on April 8, 2019 – April 10, 2019; and authorize the Board President to execute said agreement.
 - c. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Elegant Limousine of Medford, NY, in the amount of \$1,200, for transportation to the Bronx Zoo on April 18, 2019; and authorize the Board President to execute said agreement.
 - d. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Elegant Limousine of Medford, NY, in the amount of \$1,200, for transportation to the Opera at Lincoln Center on May 1, 2019; and authorize the Board President to execute said agreement.
 - e. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and St. James Tutoring, Incorporated of St. James, NY for student services for the 2018-2019 school year; and authorize the Board President to execute said agreement.
- 12.2 Monetary Donations & Budgetary Increases

- a. Authorize the Shelter Island School District to accept a donation of \$500.00 from the Shelter Island Educational Foundation for the United Nations & Jewish Heritage Museum Field Trip; and authorize an increase to the budget line of Field Trip Fees, A2110.419.00.0000, in the amount of \$500.00, to be offset by said donation.

Motion carried unanimously.

At this time, Mr. Graffagnino thanked the Shelter Island Educational Foundation for their generous donation.

Facility - None

Items for Consideration - None

Old Business - None

School District Business Leader Report - None

Director of Athletics, Physical, Health, Wellness & Personnel - None

Academic Administrator's Report

National Honor Society Induction Dinner

Ms. Rylott shared that she attended the National Honor Society Induction Dinner held on January 24, 2019, at the Ram's Head Inn and it was standing room only as nineteen (19) students were inducted – the largest number yet. Ms. Rylott explained that this year was the first year the National Honor Society was open to sophomore students due to the introduction of the National Junior Honor Society for students in grades 6-8. Ms. Rylott stated that it was a meaningful and powerful ceremony and she congratulated all of the students involved. Ms. Rylott thanked Linda Eklund for hosting the event at the Rams Head Inn and she also thanked Thomas Graffagnino, Margaret Colligan and Jason Lones for volunteering as waitstaff for the evening.

Upcoming Elementary Muscial

Ms. Rylott reminded everyone that the Grades 4-5 musical production, "Freeze Frame" would be held on Wednesday, February 13, 2019, at 7:00 pm, in the Auditorium. Noting that the students are working very hard towards this performance, Ms. Rylott encouraged everyone to attend.

Superintendent's Report

PTSA Talent Show

Dr. Finn reported that she attended she PTSA Talent Show on Friday, February 1, 2019 and it was a phenomenal event. Dr. Finn congratulated the students and adults who performed, as well as the judges (Kathleen Lynch, Peter Miedema, Dan Martin) and the members of the PTSA who put the show together.

Narcan Community Training

Dr. Finn thanked Nurse Mary and Town of Shelter Island Social Worker, Lucille Buegers for bringing Narcan training to our students and community members. Dr. Finn stated it was a very worthwhile experience for our students and she hopes to see more trainings in the future.

Board Member Reports

Jason Lones reported that he attended the talent show it was great to see so many students and adults share their special talents.

Margaret Colligan also attended the talent show and thought it was the best. Ms. Colligan thanked Jacqueline Dunning, District Clerk for facilitating the review of updated policies and for always answering the questions and concerns of the committee.

Mark Kanarvogel attended the Narcan Training and stated that our student body embraced the presentation and asked meaningful questions. Mr. Kanarvogel spoke to the trainers and they were thrilled by the response received from our students.

Thomas Graffagnino thanked Janine Mahoney, the National Honor Society Advisor for always doing such a great job with the National Honor Society Induction Ceremony. Mr. Graffagnino said it is always a joy to watch our students at this event.

*Consent Agenda
Business (cont'd)*

Facility

*Items for
Consideration*

*Academic
Administrator
Report*

*Superintendent's
Report*

*Board Member
Reports*

Kathleen Lynch announced that the Self Defense Workshops have been going well and she thanked the 10K Community Fund, Shelter Island PTSA, Shelter Island PBA, Shelter Island Lions Club and South Ferry for fully funding the program. Ms. Lynch also thanked teacher Peter Miedema and student Dan Martin for co-hosting the Talent Show with her and Deanna Locascio and Keith Brace for overseeing the lights and sound for the show.

*Board Member
Reports
(continued)*

Tracy McCarthy reported that our AP Literature and AP History students are collaborating with Sylvester Manor to create an app for a walking tour and when the students recently visited the Manor, they were attentive, engaged and had spot on ideas.

*Student Liaison
Report*

Student Liaison Report - None

*Visitor
Comments*

Visitor Comments – None

Executive Session

*Executive
Session*

A motion was made by Mark Kanarvogel, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 7:03 pm, to discuss the employment of particular individuals in the District pursuant to Section 105(e).

Motion carried unanimously.

Adjournment

Adjournment

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

Motion carried unanimously.

The meeting adjourned at 8:50 pm.

Jacqueline Dunning
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday March 11, 2019, at 6:00 pm, in the Conference Room.