

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

**BUDGET / REGULAR MEETING
January 14, 2019**

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

Others Present: Dr. Christine Finn, Superintendent; Jennifer Rylott, Academic Administrator; Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness and Personnel; Linda Haas, School District Business Leader; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Mary Ellen McGayehy, Town of Shelter Island Videographer; 1 faculty/staff/student and 0 community residents

Absent: Nicholas Labrozzi, Student Liaison

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

Jason Lones 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.

Budget Presentation - Administration

Ms. Linda Haas, School District Business Leader welcomed everyone to the 2019-2020 school budget presentation. Topics presented by Ms. Haas included, School Budget Organization, Administration: 3-Year Comparison, Administration: 2018-2019 vs. 2019-2020, Administration Benefits: 3-Year Comparison, and Administration Benefits: 2018-2019 vs. 2019-2020. Mr. Ogundipe 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. The schedule is as follows.

- January 28, 2019 – Facilities & Capital
- February 11, 2019 – Educational Program
- 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 his presentation and opened the floor to any questions or comments; of which there were none.

Visitor Questions – None

Consent Agenda

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

- a. Approval of Minutes
 1. Regular Meeting of December 10, 2018
 2. Budget Meeting of January 8, 2019

Motion carried unanimously.

Correspondence - None

Presentations - None

*Call to Order
and Pledge of
Allegiance*

*Mission
Statement*

*Budget
Presentation*

*Visitor
Questions*

*Consent
Agenda*

Correspondence

Presentations

Personnel

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 Personnel actions: 9.1 – 9.5

9.1 Extra Teaching Periods

- a. Approve Janine Mahoney, Special Education Teacher, to teach five (5) extra periods on a bi-weekly basis for the 2018-2019 school year, at a rate of \$6,845.42, retroactive to January 2, 2019 through June 26, 2019

9.2 Medical Leave of Absence

- a. Approve a contractual medical leave of absence for Sheryl Stelljes, Aide, to commence on February 4, 2019 through April 5, 2019; with said period credited towards the employee's FMLA leave of absence.

9.3 Amend Motion

- a. Amend the motion of November 13, 2018 from:
 Appoint Linda Haas, Junior Varsity Girls Basketball Coach, \$5,449.49, for the 2018-2019 school year to:
 Appoint Linda Haas, Junior Varsity Girls Basketball Coach, **\$2,724.74, November 12, 2018 through January 6, 2019**

9.4 Additional Coach for the 2018-2019 School Year

- a. Appoint Laura Mayo, Junior Varsity Girls Basketball Coach, \$2,724.74, January 7, 2019 through February 9, 2019

9.5 Resignation of Personnel

- a. Michael Cox, Elementary, K-6, effective January 2, 2019

Motion carried unanimously.

At this time, Todd Gulluscio thanked Linda Haas for having stepped up to be the girls basketball coach at the start of the season.

President Graffagnino thanked Michael Cox for his many years of service in the district. And, Christine Finn added that Mr. Cox is sure to be successful as he brings the same professional qualities he brought to our district to his new district. Dr. Finn added that perhaps our paths will cross again in the future. Mr. Graffagnino echoed the same sentiment.

Program

A motion was made by Susan Binder, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program action: 10.1 – 10.3

10.1 CSE and 504 Recommendations for the 2018-2019 School Year

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

10.2 Approval of Field Trips

- a. Grades PreK - 2 Suffolk County Farm Field Trip on April 11, 2019
- b. Grades 3 - 5 Bronx Zoo Field Trip on April 18, 2019

10.3 First Reading Policy

- a. Policy #5640 – Smoking/Tobacco Use

Motion carried unanimously.

At this time, Linda Eklund asked if it was possible for the elementary classes to attend their field trips on the same day in order to eliminate the cost of substitute teachers. Dr. Finn stated that she would look into the possibility.

Finance

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 Finance actions: 11.1 – 11.4

11.1 Financial Reports

- a. Treasurer's Report – November 2018
- b. Extra Class Report – November 2018
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Claim Auditor's Report – December 2019
- f. Payroll Audit Report – December 2019

11.2 Budget Transfers & Journal Entries

- a. Accept and approve Budget Transfer and Journal Entry Reports for the period of December 1, 2018 through January 4, 2019, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

11.3 Audit Reports

- a. Accept and approve the audit reports for the fiscal year ending June 30, 2018, as required by regulations of the State Education Department Commissioner

11.4 Audit Corrective Action Plan

- a. Accept the Superintendent's Audit Corrective Action Plan from the audit management letter for the period ending June 30, 2018, as required by regulations of the State Education Department Commissioner

Motion carried unanimously.

Business

A motion was made by Margaret Colligan, seconded by Tracy McCarthy, 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 North Fork Express of Ronkonkoma, NY, in the amount of \$1,560, for transportation to the annual music department's Broadway Show field trip on April 17, 2019; and authorize the Board President to execute said agreement.
- b. Approve the amendment to the agreement between the Board of Education of the Shelter Island Union Free School District and Out East Therapy of New York for additional student services for the 2018-2019 school year; 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 \$1,250, for transportation to the Jewish Heritage Museum and United Nations field trip on April 10, 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 \$1,250, for transportation to the "Come From Away" Broadway Show field trip on May 15, 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 Ace Canvas & Tent Corporation, of Ronkonkoma, NY, in the amount of \$4,020.00, for the rental of a tent and folding chairs, to be used for end of the year ceremonies; and authorize the Board President to execute said agreement.

12.2 Donations & Budgetary Increases

- a. Authorize the Shelter Island School District to accept a donation of \$1,000.00 from the Shelter Island Educational Foundation for the DECA State Competition. (Note: there is no budget line to increase for DECA as it is part of Extra Class.)
- b. Authorize the Shelter Island School District to accept a donation of \$2,000 from the Shelter Island Educational Foundation for the Nutcracker Field Trip; and authorize to increase the budget line of Field Trip Fees, A2110.419.00.0000, in the amount of \$2,000 to be offset by said donation.

- c. Authorize the Shelter Island School District to accept a donation of \$2,000.00 from the Shelter Island Educational Foundation for the Broadway Field Trip; and authorize an increase to the budget line of Field Trip Fees, A2110.419.00.0000, in the amount of \$2,000.00, to be offset by said donation.
- d. Authorize the Shelter Island School District to accept a donation of \$750.00 from the Shelter Island Educational Foundation for the March 1, 2019 college visit transportation; and authorize an increase to the budget line of Field Trip Transportation, A5540.400.00.2110, in the amount of \$750.00 to be offset by said donation.

Motion carried unanimously.

At this time, Mr. Graffagnino thanked the Shelter Island Educational Foundation for their support of our students through their generous donations.

Facility - None

Items for Consideration – None

Old Business - None

School District Business Leader’s Report - None

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

Athletics Update

Mr. Gulluscio congratulated the Varsity Boys Cross Country Team for receiving the league’s Sportsmanship Award and he also congratulated Kal Lewis for winning the Invitational Mile at the Molloy Stanner Games. Mr. Gulluscio then noted that the Early Winter Season is coming to a close while the Varsity season is in full swing. And in closing, Mr. Gulluscio shared that this week is Spirit Week.

Executive Leadership Cohort

Mr. Gulluscio mentioned that the Executive Leadership Cohort is under way and will continue to take place throughout the year.

Academic Administrator’s Report

PTSA Holiday Boutique

Ms. Rylott thanked the PTSA for another excellent Holiday Boutique, emphasizing the high quality of the gifts and thanking all of the adults involved for the amount of work they put into the event -- specifically thanking Kathleen Lynch who was present at the meeting, as she spent the entire day at the event. Ms. Rylott noted that watching the students shop at the boutique is always a highlight of the holiday season. In closing, Ms. Rylott reminded everyone that there will be a PTSA meeting tomorrow evening, at 6:00 pm, in Mr. Brigham’s room.

Superintendent’s Report

PTSA

Dr. Finn announced that the PTSA is continuing its membership drive. Dr. Finn also noted that the Talent Show is scheduled for February 1, 2019 and the Dinner Under the Stars event has been moved from January to March 2019.

Winter Concerts

Dr. Finn reported that she attended both of the winter concerts and Ms. Deanna Locascio, Mr. Keith Brace and our students all worked hard and did a fabulous job.

DECA Regional Competition

Dr. Finn announced the winners of the DECA Regional Competition which was held on January 3, 2019. The trophy winners and their winning categories were as follows Pacey Cronin - Business Management & Administration; Emmett Cummings - Business Management & Administration; Amelia Clark - Business Services Marketing; Domingo Gil (Jr.) - Job Interview; Tyler Gulluscio - Job Interview; Jane Richards - Public Speaking; Domenico Seddio - Public Speaking; Matthew Strauss - Public Speaking; Lyng Coyne - Financial Consulting; Emma

*Consent
Agenda
Business
(continued)*

Facility

*Items for
Consideration*

Old Business

*School District
Business
Leader*

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

*Academic
Administrator
Report*

*Superintendent
Report*

Gallagher - Financial Consulting; Abigail Kotula - Hospitality & Tourism Selling; Nicholas Labrozzi - Hospitality & Tourism Selling; Emma Teodoru - Hospitality & Tourism Selling; and Honorable Mention went to Henry Binder – Entrepreneurship. Dr. Finn congratulated the students and stated that she looks forward to seeing what our students do in the future.

Superintendent Report (continued)

Board Member Reports

Jason Lones reported that he has been coaching the grade 3-4 Southampton Youth Services basketball team and he stated that the students are persevering and having a really good time.

Board Member Reports

Thomas Graffagnino reminded his fellow board trustees that the National Honor Society induction dinner will be held on January 24, 2019 at the Ram’s Head Inn and any trustees who are available will be needed as volunteer servers for the evening.

Kathleen Lynch reported that self-defense classes will be offered to our student again this year and the program.

Student Liaison Report

Student Liaison Report - None

Visitor Comments

Visitor Comments

Executive Session

It was determined that an Executive Session was no longer needed.

Executive Session

Adjournment

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

Adjournment

Motion carried unanimously.

The meeting adjourned at 6:26 pm.

Jacqueline Dunning
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday January 28, 2019, at 6:00 pm, in the Conference Room.