

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

**REGULAR MEETING**  
August 13, 2018

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

Others Present: Christine Finn, Superintendent; Jennifer Rylott, Academic Administrator; Todd Gulluscio Director of Athletics, Physical Education, Health, Wellness & Personnel; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Susan Dempsey, Shelter Island Reporter; 8 faculty/staff/student and 3 community residents

The meeting was called to order at 6:02 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**

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

- a. Approval of Minutes
  - 1. Re-Organizational / Regular Meeting of July 9, 2018
  - 2. Special Meeting of July 30, 2018

Motion carried unanimously.

**Correspondence**

Mr. Graffagnino acknowledged that the Board of Education received thank you notes from three (3) members of the Class of 2018 and a letter from a community member interested in filling the open board seat.

**Presentations**

2019 Shelter Island Public Library Vote

Ms. Terry Lucas of the Shelter Island Public Library, kindly requested a special district meeting of the voters of the district to be held on Saturday, October 27, 2018, from 10:00 am to 4:00 pm, for the Shelter Island Public Library’s 2019 operating budget.

A motion was made by Kathleen Lynch, seconded by Margaret Colligan, BE IT RESOLVED THAT: A special meeting of the voters of the school district be scheduled for Saturday, October 27, 2018, pursuant to the request of the Board of Trustees of the Shelter Island Public Library, for the purpose of voting on the library’s 2019 operating budget and that the District Clerk be and hereby is directed to take all such steps as are necessary to conduct said special meeting.

Motion carried unanimously

At this time, Mr. Graffagnino mentioned that the polls hours for the library budget vote may change and that we are awaiting final word from legal counsel.

Grade 8 Disney Youth Education Field Trip

Hayden Rylott, Benjamin Waife, Madigan Todoru and Andrea Napoles, officers of the Class of 2023, presented their proposed itinerary for the Disney Youth Education Trip and stated that the cost of the trip will be approximately \$1,000 per person. The tentative dates for the trip are March 18, 2018 - March 22, 2018. Mr.

*Call to Order*

*Pledge of Allegiance*

*Mission Statement*

*Visitor Questions*

*Consent Agenda*

*Correspondence*

*Presentations*

Graffagnino thanked the students for their presentation and explained that the Board will vote on this trip at the September 17, 2018 Board of Education meeting.

2018-2019 Physical Education Field Trip Proposal

Mr. Becker presented the 2018-2019 Physical Education Field Trips which included the annual 7th Grade Bike Trip in the Fall, 6th Grade Kayak Trip for late Spring, 7th Grade Schooner Trip in late Spring, and a newly proposed 6<sup>th</sup> trip to Adventure Park in late Spring which would include a ROPES course, wall climbing and zip lining. Mr. Becker explained he is looking into sharing the Adventure Park trip with another district to help reduce the cost and that he is only asking the Board of Education to cover the cost of transportation. Mr. Graffagnino thanked Mr. Becker for his presentation and explained that the Board will vote on these trips at the September 17, 2018 Board of Education meeting.

**Personnel**

A motion was made by Mark Kanarvogel, 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 – 8.8

8.1 New Hire

- a. BE IT RESOLVED THAT: The Board of Education hereby approves Deanna Locascio, as Music Teacher effective September 1, 2018, at \$63,995.00, Step 1 MA of the 2018-2019 teacher salary scale with a four (4) year probationary period through September 1, 2022, in the tenure area of Music K-12.

BE IT FURTHER RESOLVED THAT: Ms. Locascio 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.

8.2 Medical Leave of Absence

- a. Approve an unpaid medical leave of absence for Sharon Gibbs, Science Teacher, to commence on September 4, 2018 through June 26, 2019; with said period credited towards the employee's FMLA leave of absence.

8.3 Permanent Substitutes for the 2018-2019 School Year

- a. Appoint Jasmine Bielic-Frasco, as Permanent Substitute Teacher, at a rate of \$175 per day, and grant five (5) sick days, effective September 4, 2018 – June 26, 2019
- b. Appoint Frederick Marienfeld, as Permanent Substitute Teacher, at a rate of \$175 per day, and grant five (5) sick days, effective September 4, 2018 – June 26, 2019
- c. Appoint Karen Flint as Permanent Substitute Teacher, not to exceed 4 days per week, at a rate of \$175 per day, and grant four (4) sick days, effective September 4, 2018 – June 26, 2019

8.4 Resignation of Personnel

- a. Lora Hamblet, Teacher Aide, effective July 31, 2018, for the purpose of retirement
- b. Maryellen Olsen, .50 FTE Teacher Assistant/.50 FTE Special Education Teacher, effective August 1, 2018
- c. Jennifer Olsen, .60 FTE School Social Worker, effective September 3, 2018

8.5 Childcare Leave

- a. Approve a contractual childcare leave of absence for Sean Brennan, Social Studies 7-12 Teacher, to commence on September 4, 2018 through September 21, 2018, with said period credited towards the employee's FMLA leave of absence.

8.6 Amend Motion

- a. Amend motion of June 11, 2018 from:

Appoint the Margaret Mosher as a teacher for the Leap Into Learning Summer School Program, effective July 2, 2018 through July 26, 2018, for 34 hours each, at her individual hourly rate.  
to:

Appoint the Margaret Mosher as a teacher for the Leap Into Learning Summer School Program, effective July 2, 2018 through July 26, 2018, for 34 hours each, at her individual hourly rate of **\$50.29**.

Consent  
Agenda  
Personnel  
(continued)

8.7 Appointment of Coaches for the 2018-2019 School Year

- a. Jay Card, Varsity Boys Basketball Coach, \$6,437.97
- b. Robert DeStefano, Varsity Golf Coach, \$3,799.66
- c. Bryan Gallagher, Varsity Girls Cross Country Co-Coach, \$1,899.83
- d. Jason Green, Varsity Girls Cross Country Co-Coach, \$1,899.83
- e. Bryan Gallagher, Varsity Boys Cross Country Joint-Coach, \$1,899.83
- f. Jason Green, Varsity Boys Cross Country Joint-Coach, \$1,899.83
- g. Cynthia Belt, Varsity Volleyball Coach, \$5,860.19
- h. Bryan Gallagher, Varsity Winter Track Co-Coach, \$3,799.66
- i. Jason Green, Varsity Winter Track Co-Coach, \$3,799.66
- j. Bryan Gallagher, Varsity Spring Track Co-Coach, \$3,799.66
- k. Jason Green, Varsity Spring Track Co-Coach, \$3,799.66
- l. Peter Miedema, JV Boys Basketball Coach, \$5,449.49
- m. Laura Mayo, JV Volleyball Coach, \$4,952.90
- n. Peter Miedema, JV Baseball Coach, \$4,952.90
- o. Taylor Kelly, JV Softball Coach, \$4,952.90
- p. Taylor Kelly, Junior High Girls Volleyball Coach, \$2,723.01
- q. Laura Mayo, Junior High Girls Basketball Coach, \$2,973.60
- r. Michelle Corbett, Cheerleading Coach, \$3,399.66
- s. Bryan Knipfing, Intramural: Running Club Coach, \$1,266.55
- t. Taylor Kelly, Intramural: Functional Fitness, \$1,266.55
- u. Christopher Conrardy, Intramural: Tennis Club, 1,266.55

8.8 Volunteer Coaches for the 2018-2019 School Year

- a. Father Peter DeSanctis – Varsity Golf
- b. Bryan Knipfing – Varsity Boys & Girls Cross Country
- c. James Theinert – JV and Varsity Boys Basketball
- d. Michael Dunning – JV Baseball

Motion carried unanimously

At this time, Mr. Graffagnino congratulated and welcomed Ms. Deanna Locascio and Ms. Karen Flint to the District. Both Ms. Locascio and Ms. Flint thanked the Board of Education for the opportunity and expressed their excitement to be part of the Shelter Island School.

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: 8.9

8.9 Extra Compensation

- a. Approve the following teachers for Summer 2018 professional development, at their individual hourly rates.
  - 1. Kerri Knipfing; not to exceed 18 hours
  - 2. Michele Yirce; not to exceed 18 hours
  - 3. Lynn Green; not to exceed 12 hours
  - 4. Natalie Regan; not to exceed 12 hours
  - 5. Cheryl Woods; not to exceed 12 hours
  - 6. Elizabeth Eklund; not to exceed 12 hours
  - 7. Michael Cox; not to exceed 12 hours
  - 8. Jennifer Gulluscio; not to exceed 6 hours

Motion carried. Linda Eklund recused herself.

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: 8.10-12

- 8.10 Detention Monitors for the 2018-2019 School Year at \$60/period
- a. Brian Becker
  - b. Sean Brennan
  - c. Deborah Brewer
  - d. Michelle Corbett
  - e. Jasmine Frasco
  - f. Mary Kanarvogel
  - g. Janine Mahoney
  - h. Peter Miedema
  - i. Helene Starzee
  - j. James Theinert
  - k. Martha Tuthill
  - l. Daniel Williams
- 8.11 Appointment of Co-Curricular Positions for the 2018-2019 School Year
- a. Deanna Locascio, Elementary Play Director, at \$778.50
  - b. Martha Tuthill, DECA Club Co-Advisor, at \$787.78
  - c. James Theinert, DECA Club Co-Advisor, at \$787.78
  - d. Janine Mahoney, National Honor Society, at \$1,958.42
  - e. Janine Mahoney, Landmark Books (Book Craft Club), at \$1,575.56
  - f. Jennifer Gulluscio, 7<sup>th</sup> Grade Co-Advisor, at \$389.25
  - g. James Bocca, 7<sup>th</sup> Grade Co-Advisor, at \$389.25
  - h. Patricia Kreppein, 6<sup>th</sup> Grade Advisor, at \$778.50
  - i. Debra Sears, 9<sup>th</sup> Grade Advisor, at \$778.50
  - j. Devon Treharne, Unity Club Co-Advisor, at \$389.25
  - k. Mary Kanarvogel, Unity Club Co-Advisor, at \$389.25
  - l. Michelle Corbett, 6-8 Drama Club, at \$778.50
  - m. Jeremy Stanzione, Video Game Development/Club Programming, \$778.50
  - n. James Bocca, Debate Team Coordinator, \$778.50
  - o. Michelle Corbett, 10th Grade Advisor, at \$778.50
  - p. Sean Brennan, 11<sup>th</sup> Grade Co-Advisor, at \$979.21
  - q. Peter Miedema, 11<sup>th</sup> Grade Co-Advisor, at \$979.21
  - r. Keith Brace, Sound Equipment Technician/Trainer, at \$1,575.56
  - s. Keith Brace, Jazz Band, at \$1,958.42
  - t. Deanna Locascio, Select Choir, at \$1,958.42
  - u. Jennifer Gulluscio, 8<sup>th</sup> Grade Advisor/Disney Trip Coordinator, at \$1,958.42
  - v. Christopher Conrardy, 12<sup>th</sup> Grade Advisor, at \$1,958.42
  - w. Keith Brace, School Play Instrumental Music Director, at \$1,958.42
  - x. Laura Mayo, ESL/ENL/ELL Translator, at \$1,958.42
  - y. Devon Treharne, School Newspaper, at \$1,958.42
  - z. James Theinert, Student Council, at \$2,935.31
  - aa. Deanna Locascio, School Play Pianist/Accompanist/Vocal Director, at \$2,935.31
  - bb. Jessica Nardi, Yearbook Advisor, at \$5,100.25
  - cc. Daniel Williams, Science Club, at \$1,575.56
  - dd. Debra Sears, Junior National Honor Society, at \$1,575.56
  - ee. Debra Sears, Substitute Dispatcher, \$5,100.25
  - ff. John Kaasik, Play Director/Producer, at \$5,100.25
- 8.12 Athletic Chaperones for the 2018-2019 School Year (one game per night at \$99.79, two games per night at \$153.15, Clock Keeper at Chaperone Rate plus \$10)
- a. Brian Becker
  - b. Keith Brace
  - c. Deborah Brewer
  - d. Michelle Corbet
  - e. Jasmine Frasco

- f. Mary Kanarvogel
- g. Taylor Kelly
- h. Janine Mahoney
- i. Laura Mayo
- j. Peter Miedema
- k. James Theinert
- l. Martha Tuthill

*Consent  
Agenda  
Personnel  
(continued)*

Motion carried. Mark Kanarvogel recused himself.

*Consent  
Agenda  
Program*

**Program**

A motion was made by Linda Eklund, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program action: 9.1 – 9.2

9.1 CPSE Recommendations for the 2018-2019 School Year

- a. Committee on Preschool Special Education

9.2 Multi-Year Annual Professional Performance Review (“APPR”) Plan

- a. WHEREAS, the District has an approved Annual Professional Performance Review (“APPR”) Plan in place, effective for the 2017-2018 to 2018-2019 school years; and

WHEREAS, the State Education Department requires that the District submit an Implementation Certification Form by August 24, 2018 regarding the status of its APPR Plan for the 2017-2018 school year;

NOW THEREFORE BE IT RESOLVED, that the Board of Education hereby authorizes the President of the Board of Education and the Superintendent of Schools to execute the Implementation Certification Form required by the State Education Department for the District’s 2017-2018 APPR Plan, which form shall certify that the District’s approved multi-year plan remains in effect for the 2018-2019 school year; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Superintendent of Schools or his/her designee to submit this form to the State Education Department.

Motion carried unanimously.

*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 the following Finance actions: 10.1 – 10.2

10.1 Financial Reports

- a. Treasurer’s Report – June 2018
- b. Extra Class Report – June 2018
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Claim Auditor’s Report – June 2018

10.2 Budget Transfers & Journal Entries

- a. Accept and approve Budget Transfer Reports and Journal Entries for the period of July 7, 2018 through August 2, 2018, 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 Linda Eklund, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Business actions: 11.1

11.1 Contracts

- a. Approve the final Eastern Suffolk BOCES contract for services in the 2017-2018 school year, at a final cost of \$201,002.97, which includes all services that were necessary to meet the needs of the District, and authorize the Board President to execute said agreement.

Motion carried unanimously.

*Consent  
Agenda Facility*

**Facility**

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 the following Facility actions: 12.1

12.1 Excessing Equipment

- a. SmartBoard x60 – Serial # 20090101 (board only – not projector) – Repair cost exceeds replacement cost

Motion carried unanimously.

*Items for  
Consideration*

**Items for Consideration - None**

*Old Business*

**Old Business**

The Board acknowledged the following committee members for the 2018-2019 School Year.

- Buildings & Grounds/Health & Safety: Tom Graffagnino & Mark Kanarvogel
- Policy: Margaret Colligan & Tracy McCarthy
- Wellness: Kathleen Lynch
- Audit: Linda Eklund & Tom Graffagnino
- Joint Professional Practices: Linda Eklund & Kathleen Lynch
- Transportation (NEW): Linda Eklund, Thomas Graffagnino & Mark Kanarvogel

*School District  
Business  
Leader Report*

Mr. Graffagnino noted that there will be a new Board Trustee chosen to fill the vacant seat left by Elizabeth Melichar’s and that the new trustee may be interested in sitting on some of these committees.

**School District Business Leader Report - None**

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

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

American Volleyball Coaches Association (AVCA) Team Academic Award

Mr. Gulluscio announced that the Girls Volleyball Team received the American Volleyball Coaches Association (AVCA) Team Academic Award which is given to teams with a 3.3 grade point average. Mr. Gulluscio noted that only 976 teams country-wide received this award.

Fall Athletic Season

Mr. Gulluscio reported that registration for the fall athletic season is still open and he announced the first game dates for each of the fall athletic teams. Mr. Gulluscio also thanked Michael Dunning and his crew for building the beautiful display cases outside of the gymnasium.

*Academic  
Administrator  
Report*

**Academic Administrator’s Report**

Student Schedules

Ms. Rylott announced that the schedules for students in grades 6-12 will be available on the PowerSchool Parent Portal beginning Wednesday, August 22, 2018. Ms. Tuthill will have office hours the week of August 27, 2018 to work with anyone who has questions/concerns about his/her schedule. In addition, Ms. Rylott noted that 6<sup>th</sup> grade students will attend orientation on August 29<sup>th</sup> where they will receive their PowerSchool username and password, but if any 6<sup>th</sup> grade students would like their information sooner, they could contact Ms. Tuthill ahead of time.

Shelter Island Educational Foundation Porch Party Fundraiser

Ms. Jennifer Rylott thanked Julia and Edward Brennan for their hospitality as the host and hostess of the annual Shelter Island Educational Foundation Porch Party Fundraiser. Ms. Rylott also thanked the Educational Foundation for their generosity to our District and students and stated that she looks forward to continue working together in the future.

In closing, Ms. Rylott took a moment to acknowledge Lori Hamblet, Teacher Aide, who retired over the summer, and Jennifer Olsen, School Psychologist and Maryellen Olsen, Special Education Teacher who both resigned. Ms. Rylott thanked each of them for their service and wished them all the best in their future endeavors.

*Superintendent  
Report*

**Superintendent’s Report**

Sylvester Manor Shakespeare in the Park

Dr. Finn attended Sylvester Manor's Shakespeare in the Park: Romeo & Juliette, and reported that it was a delightful event and truly enjoyed it.

Playground

Dr. Finn explained as part of a school beautification plan created by the Shared Decision Making team, the playground blacktop was painted with different types of colorful and fun games. Dr. Finn thanked Mr. Gulluscio for obtaining the grant monies used for the project and thanked Michael Dunning and his crew for painting it.

Website

Dr. Finn announced that the District's new website is up and running and thanked Walter Brigham and Jacqueline Dunning for their work in creating the new site.

**Board Member Reports**

Mark Kanarvogel stated that he has been in the building several times this summer and Michael Dunning and his crew are ahead of schedule. Mr. Kanarvogel also noted that the new trophy cases are beautiful and the grounds look great. Mr. Kanarvogel also reminded everyone there will be a PTSA meeting on Thursday, August 23, 2018, at 6:00 pm, in the conference room.

Thomas Graffagnino noted that teachers are already coming in to set up their classrooms and he thanked Michael Dunning and his crew for getting the building up and running for the start of the new school year.

Kathleen Lynch reported that she attended Sylvester Manor's Shakespeare in the Park: Romeo & Juliette and it was so nice to see many of our students there. Ms. Lynch noted that students would be given extra credit on their summer reading assignments if they took a selfie at the event.

Tracy McCarthy thanked the Shelter Island School on behalf of Sylvester Manor for allowing them to use the auditorium as the rain venue for a recent concert. Ms. McCarthy also commented on the new website and thanked Jacqueline Dunning for all of her hard work.

**Visitor Comments**

Mr. John Klupka, a community member asked if the Board of Education meetings are always as short as tonight's meeting. Mr. Graffagnino explained that the use of a consent agenda speeds up the meetings and there are also less presentations during the summer months. Dr. Finn added that during budget season, the meetings are much longer.

**Executive Session**

A motion was by made by Kathleen Lynch, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 6:34 pm to interview candidates for an open board seat and 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 Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby adjourns the meeting.

Motion carried unanimously.

The meeting adjourned at 8:53 pm.

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Jacqueline Dunning  
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday September 17, 2018, at 6:00 pm, in the Conference Room.

*Superintendent  
Report (cont'd)*

*Board Member  
Reports*

*Visitor  
Comments*

*Executive  
Session*

*Adjournment*