

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

**BUDGET ADOPTION/REGULAR MEETING
April 16, 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 & Personnel; Linda Haas, School District Business Leader; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Mary Ellen McGayhey, Videographer; 1 faculty/staff/ student and 1 community resident/other

Absent: Nicholas Labrozzi, Student Liaison

The meeting was called to order at 6:05 pm by President Graffagnino, followed by the Pledge of Allegiance.

Tracy McCarthy read the following Shelter Island School Mission Statement – Engage, Explore, Empower:

We want our students to cherish our small Island community while applying and 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

Ms. Haas welcomed everyone to the 2019-2020 Proposed Budget Presentation. The items presented were as follows.

- Funding the 2019-2020 Budget
- Calculating the Tax Levy
- Property Tax Report Card
- Appropriations
- Three-Part Component Budget
- Estimated Impact on Property Taxes

To wrap up her presentation, Ms. Haas reviewed some important dates. The specific dates are as follows.

- May 13, 2019 – Public Budget Hearing
- May 21, 2019 – School Budget Vote

At this time, President Graffagnino thanked Ms. Haas, along with the Administrative team, the faculty, and his fellow Board Members for all of the time they devoted to the budget process and opened the floor to questions.

Community member and board candidate, John Klupka, Sr. asked which budget lines were contractual. Ms. Haas pointed out the specific lines. Ms. Haas also referred Mr. Klupka to the line by line budget on the district website for more information and offered for him to call her if he needed any additional information.

A motion was made by Linda Eklund, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board hereby approves the recommendations of the Superintendent on the following Business Actions: 4.1 – 4.2

4.1 2019-2020 School Budget

- a. Adoption of the proposed budget for the fiscal year 2019-2020 as presented for balloting

4.2 School Property Tax Report Card

- a. Approval of the 2019-2020 School Property Tax Report Card as presented and required by State Education Law Sections 1608, 1716(7) and 2601-a(3)

Motion carried unanimously.

*Call to Order
& Pledge of
Allegiance*

*Mission
Statement*

*Budget
Presentation*

*Adoption of
Budget &
Approval of
School
Property Tax
Report Card*

Visitor Questions

Mr. Klupka inquired about Policy #5684 – Use of Surveillance Cameras in the District and on School Buses which is on the agenda for a second reading and adoption. Mr. Klupka asked why the line about video being used in employee disciplinary proceedings was crossed out. Dr. Finn replied that the use of video for employee disciplinary proceedings would have to be negotiated in the contract so legal counsel suggested it be taken out of the policy until if/when it is negotiated in the future.

Visitor Questions

Consent Agenda

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

Consent Agenda

- a. Approval of Minutes
 - 1. Budget Presentation/Regular Meeting of March 11, 2019
 - 2. Budget Workshop of April 1, 2019

Motion carried unanimously.

Correspondence

Correspondence

Mr. Graffagnino acknowledged a thank you letter sent to the Board of Education Trustees by the Shelter Island Ambulance Foundation in acknowledgment of the personal donations each board trustee made in memory of school district retiree, Betsy Gibbs.

Consent Agenda Personnel

Personnel

A motion was made by Tracy McCarthy, seconded by Linda Eklund BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Personnel Actions: 9.1 – 9.5

- 9.1 Extra Teaching Periods
 - a. Approve Lynne Colligan, English 7-12 Teacher, to teach one extra period on a daily basis, retroactive to March 18, 2019 through March 27, 2019, at a rate of \$635.95
 - b. Approve Laura Mayo, ESL Teacher, to teach five (5) extra periods on a bi-weekly basis, retroactive to April 1, 2019 through June 17, 2019, at a rate of \$1,651.50
 - c. Approve Bryan Knipfing, ESL Teacher, to teach five (5) extra periods on a bi-weekly basis, retroactive to April 1, 2019 through June 17, 2019, at a rate of \$2,181.30
- 9.2 Resignation of Personnel
 - a. Sheryl Stelljes, Aide, effective June 30, 2019, for the purpose of retirement
- 9.3 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 NYS Department of Education (fingerprint initiative)
 - a. Sara Grammatica
 - b. Stephanie Loizance
- 9.4 Vote Chairperson
 - a. Appointment of Thomas Graffagnino, President, Board of Education, as the chairperson for the Annual Meeting/Budget Vote on May 21, 2019.
- 9.5 Poll Workers for Annual Meeting/Budget Vote on May 21, 2019 at a rate of \$125 per day
 - a. Lew Corbett
 - b. Bettianne Morrirt

Motion carried unanimously.

Mr. Graffagnino thanked Ms. Stelljes for her many years of service and stated that she will be missed.

Consent Agenda Program

Program

A motion was made by Kathleen Lynch, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Program Action: 10.1 – 10.3

- 10.1 CSE Recommendations for the 2018-2019 School Year
 - a. Committee on Special Education
- 10.2 CSE/504 Recommendations for the 2019-2020 School Year
 - a. Committee on Special Education
 - b. 504 Committee
- 10.3 Second Reading and Adoption of Policies
 - a. Policy #5684 – Use of Surveillance Cameras in the District & on School Buses
 - b. Policy #7130 – Admissions
 - c. Policy #7530 – Child Abuse and Maltreatment

Motion carried unanimously.

A motion was made by Linda Eklund, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Program Action: 10.4 – 10.5

- 10.4 Election of Members to the ESBOCES Board of Education
 - a. To cast votes for up to five (5) candidates for the Eastern Suffolk BOCES Board of Education for 2019-2020
- 10.5 ESBOCES Administrative Budget
 - a. To pass a resolution either approving or disapproving the Eastern Suffolk BOCES Administrative Budget for 2019-2020

Board Members cast their votes for five (5) candidates for the Eastern Suffolk BOCES Board of Education for 2019-2020; and authorized the District Clerk to execute said vote.

Linda Goldsmith	William Hsiang	Lisa Israel
Fred Langstaff	John Wyche	

Board Members passed a resolution to approve the Eastern Suffolk BOCES Administrative Budget for 2019-2020; and authorized the District Clerk to execute said approval.

Motion carried unanimously.

Finance

A motion was made by Kathleen Lynch, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Finance Actions: 11.1 – 11.2

- 11.1 Financial Reports
 - a. Treasurer’s Report – February 2019
 - b. Extra Class Report – February 2019
 - c. Appropriation Status Report
 - d. Revenue Status Report
 - e. Claim Auditor’s Report – February 2019
 - f. Claim Auditor’s Report – March 2019
 - g. Payroll Audit Report – February 2019
 - h. Payroll Audit Report – March 2019
- 11.2 Budget Transfers & Journal Entries
 - a. Accept and approve Budget Transfers, for the period of March 2, 2019 through March 28, 2019, in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

Prior to voting on the finance recommendations, Linda Eklund inquired about two obsolete accounts on the Extra Class Report – Class of 2018 account and Sailing Club account. Ms. Debbie Vecchio, District Treasurer explained that as per Board Policy, the Class of 2018 account will be evenly dispersed to the 9th, 10th, 11th and

12th grade classes. Ms. Vecchio went on to explain that the monies in the Sailing Club account are there for if/when there is a future sailing program. At the time that the club went defunct, donations for the club were still coming in from community members. Each community member was contacted and they asked that the monies be held in the account for a future sailing club program.

*Consent
Agenda
Finance
(continued)*

Motion carried unanimously.

Business

*Consent
Agenda
Business*

A motion was made by Linda Eklund, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Business Actions: 12.1 – 12.3

12.1 Private School Transportation

a. Approval to transport twenty-nine (29) students to the following private schools for the 2018-2019 school year:

1. Ross Upper School – East Hampton, NY (3 student)
2. Hayground School – Bridgehampton, NY (13 students)
3. Our Lady of the Hamptons Regional Catholic School - Southampton, NY (13 students)

12.2 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and South Huntington Union Free School District, for student services, in the amount of \$864.45. The term of said agreement shall be retroactive to July 1, 2018 through June 30, 2019; and authorize the Board President and Superintendent to execute said agreement.
- b. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Southampton Union free School District, in the amount of \$1,336.84, for student services. The term of said agreement shall be retroactive to September 6, 2018 through June 25, 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 Bridgehampton Union Free School District, in the amount of \$16,341.52, for student services. The term of said agreement shall be retroactive to September 6, 2018 through June 25, 2019; and authorize the Board President and Superintendent to execute said agreement.
- d. Approve the contract for Joint Municipal Cooperative Bidding (Resolution A) with Eastern Suffolk BOCES for the 2019-2020 school year; and authorize the Board President to execute said agreement.

12.3 School Lunch Checking Account

- a. Approval to open a school lunch checking account with Chase Bank, effective April 9, 2019, to account for the School Lunch Fund receipts and disbursements.
- b. Approval to close the School Lunch checking account with Capital One Bank, effective June 30, 2019.

Motion carried unanimously.

*Consent
Agenda
Facility*

Facility

A motion was made by Linda Eklund, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Facility Action: 13.1

13.1 State Environmental Quality Review Act (SEQRA)

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: Septic System Renovation (\$86,000) to be funded by a DASNY and a Suffolk County Grant.

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; 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.

Prior to voting on this motion, Mr. Graffagnino asked for additional information about the Septic System Renovation. Ms. Haas explained that this is a joint project with the Town of Shelter Island and it will be funded by a DASNY and Suffolk County grant.

Motion carried unanimously.

Items for Consideration - None

Old Business - None

School District Business Leader Report

Ms. Haas reported that without an additional cost of expediting fees, the bathroom renovation has already been approved by the New York State Education Department. Ms. Haas noted that this project is also being covered by a DASNY grant.

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

Mr. Gulluscio thanked the physical education teachers, Brian Becker and Taylor Kelly for hosting the third annual Drums Alive program for elementary students and their parents. Students learned routines in their physical education classes and ended the unit with a family event on March 27, 2019.

Mr. Gulluscio reported on several other topics including a head injury awareness forum he attended on March 27, 2019 with Nurse Mary, a League Sportsmanship award given to the Junior High Boys Basketball team, a moment of sportsmanship for our Junior Varsity Baseball team, a video project about the athletics program, and a national sports law class he taught to East End athletic directors. In closing, Mr Gulluscio announced that the Athletic Awards Ceremony will be held on June 5, 2019.

Academic Administrator Report

New York State English Language Arts Assessments

Ms. Jennifer Rylott reported that the New York State English Language Arts exam for students in grades 3-8 were held on April 2-3, 2019. The District had a participation rate of 74% which is greater than last year's participation rate of 68%. The New York State Math exams for students in grades 3-8 will be held on May 1, 2019 – May 2, 2019. Ms. Rylott will report on the Math exam at the next board meeting.

At this time, Dr. Finn thanked Ms. Rylott for making the state testing process run so smoothly. Dr. Finn noted that she has been in other districts during state testing and she has never seen it run with so much ease.

Ms. Kathleen Lynch asked what it means when she hears about other schools getting in trouble for having too many students opting out. Dr. Finn explained that when schools have a high opt out rate it can cause them to be labeled by the New York State Education Department as a school in need of improvement. Schools in need of improvement may lose state aid or in worse cases, may be taken over by the State to ensure improvements are made.

Superintendent Report

11th Grade Washington DC Trip

Dr. Finn reported that the 11th grade students recently returned from the Washington DC trip and everyone had a fabulous time. Dr. Finn thanked the chaperones and noted that they received many compliments on our

*Consent
Agenda
Facility
(continued)*

*Items for
Consideration*

Old Business

*School
District
Business
Leader
Report*

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

*Academic
Administrator
Report*

students' respectful behavior as well as on the way they were dressed when attending historical monuments and sacred ceremonies.

Superintendent Report

Shelter Island Secondary School Drama Club Production of "The Addams Family"

Dr. Finn congratulated John and Anu Kaasik, and the cast & crew of "The Addams Family" for a job well done. Dr. Finn noted that she had a cameo appearance along with Ellen Gove and Amber Brach-Williams and she thanked The Kaasiks for bringing the community together for such an incredible event.

PTSA Parents as Reading Partners (PARP)

Dr. Finn reported that the PTSA held their annual Parents as Reading Partners (PARP) event on March 25-29, 2019. The weeklong event included a bookmark contest, meditation, guest readers in classrooms, the entire PK-6 student body in the Elementary hallway reading together, and a pajama party as the closing event.

Board Member Reports

Thomas Graffagnino thanked John and Anu Kaasik for another great show and remarked how he hopes they never retire. Mr. Graffagnino also reminded everyone that Board Candidate Petitions are due to the District Clerk by 5:00 pm, on Monday, April 22, 2019.

Board Member Reports

Margaret Colligan stated that the Shelter Island Educational Foundation has received several grant applications and they will announce the grant recipients on May 11, 2019.

Jason Lones shared that he had the opportunity to participate in the PARP program as a guest reader and it was a lot of fun. Mr. Lones also remarked about the great behavior of our students when he sees them out in the community.

Linda Eklund was excited to share that she noticed a significant number of students, in a span of several grade levels, are being moved out of Special Education services. Ms. Eklund thanked Jennifer Rylott and the Special Education teachers for everything they have done to help these children grow and no longer require these services. Ms. Eklund also noted the joy this brings to the parents of these students.

Tracy McCarthy shared that when she first moved to Shelter Island she would ask what there was for children to do and so many people told her about the Drama Club and how the school play was a community focused production and all-inclusive of students. Once Ms. McCarthy saw her first show she completely understood what everyone was telling her and she noted that The Kaasiks produce show quality plays year after year.

Student Liaison Report – None

Student Liaison Report

Visitor Comments – None

Visitor Comments

Executive Session

A motion was made by Mark Kanarvogel, seconded by Jason Lones, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 6:49 pm, to discuss the employment of particular individuals in the District pursuant to Section 105 (e).

Executive Session

Motion carried unanimously.

Adjournment

Adjournment

A motion was made by Kathleen Lynch, seconded by Tracy McCarthy, to adjourn the meeting.

Motion carried unanimously

The meeting adjourned at 7:48 pm.

Jacqueline Dunning
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday, May 13, 2019, at 6:00 pm, in the Conference Room.