

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

REGULAR MEETING
September 17, 2018

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

Others Present: Dr. Christine Finn, Superintendent; Jennifer Rylott, Academic Administrator (arrived at 6:38 pm); Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness & Personnel; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Susan Dempsey, Shelter Island Reporter; 3 faculty/staff/student and 9 community residents

Absent: Linda Eklund

The meeting was called to order at 6:03 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 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.

Visitor Questions – None

Appointment of New Board Trustee

A motion was made by Kathleen Lynch, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby appoints Jason Lones, Trustee of the Shelter Island Union Free School District Board of Education from September 17, 2018 through May 21, 2019.

Motion carried unanimously.

The Oath of Office was administered by President Graffagnino to Mr. Lones.

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

- a. Approval of Minutes
 - 1. Regular Meeting of August 13, 2018
 - 2. Special Meeting of August 21, 2018
 - 3. Special Meeting of August 30, 2018

Motion carried unanimously.

Correspondence - None

Presentations

11th Grade Washington DC Trip

Mr. Peter Miedema on behalf of James Theinert and Sean Brennan presented the 11th grade Washington DC field trip to the Board of Education. Mr. Miedema outlined the 3-day trip itinerary which included taking the Jitney bus to New York City to visit the 9/11 Memorial, and then taking an Amtrak train to Washington DC where the students would visit several memorials, museums, parks, etc. The cost of the trip will be approximately \$600 per person and students would be responsible for covering at least half of the cost. Mr. Miedema added that this trip is important because it touches on history, mathematics and science and it will bring to life the topics our students read in textbooks. The Board Trustees thanked Mr. Miedema for his presentation and each trustee showed great support for this trip.

*Call to Order
and Pledge of
Allegiance*

*Mission
Statement*

*Visitor
Questions*

*New Board
Trustee Oath of
Office*

*Consent
Agenda
Approval of
Minutes*

Correspondence

Presentations

Personnel

A motion was made by Kathleen Lynch, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 9.1 – 9.4

- 9.1 Appointment of Substitute Teachers 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. Christopher DiOrio
 - b. Kelci McIntosh
- 9.2 Amend Motion – Schedule C
 - a. Amend motion of August 13, 2018 from:
Appoint Jessica Nardi, Yearbook Advisor for the 2018-2019 school year, at \$5,100.25.
to:
Appoint Jessica Nardi, Yearbook **Co-Advisor** for the 2018-2019 school year, at **\$2,550.12 and Patricia Kreppein, Yearbook Co-Advisor for the 2018-2019 school year, at \$2,550.12**
- 9.3 Employment Agreements
 - a. BE IT RESOLVED THAT: The Board of Education hereby approves the annexed agreement between the Shelter Island School District and non-aligned personnel; and
BE IT FURTHER RESOLVED THAT: The Board of Education hereby authorizes the Board President to execute said agreements.
- 9.4 Amendment to Agreement
 - a. BE IT RESOLVED THAT: The Board of Education hereby approves the annexed agreement between it and Dr. Christine Finn; and
BE IT FURTHER RESOLVED THAT: The Board of Education hereby authorizes the Board President to execute said agreement.

Motion carried unanimously.

A motion was made by Kathleen Lynch, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 9.5 – 9.7

- 9.5 Census
 - a. Approve Mary Kanarvogel for the administration of the bi-annual census, at a rate of \$1,500
- 9.6 CPR Training
 - a. Approve Mary Kanarvogel to provide Adult, Child, Infant CPR/AED Certification, Healthcare Provider and First Aid Training for the 2018-2019 school year, with compensation as follows.
 - Adult, Child, Infant, CPR/AED Certification at \$40 per coach/employee
 - Healthcare Provider and First Aid Training at \$57 per person
- 9.7 Amend Motion – Driver’s Education Summer Program
 - a. Amend the motion of June 11, 2018 from:
Appoint Ian Kanarvogel, Driver’s Education Summer program teacher, effective July 9, 2018 through August 31, 2018, at an hourly rate of \$42.65 per hour, not to exceed 190 hours.
to:
Appoint Ian Kanarvogel, Driver’s Education Summer program teacher, effective July 9, 2018 through August 31, 2018, at an hourly rate of \$42.65 per hour, not to exceed **240 hours.**

Motion carried. Mark Kanarvogel recused himself.

At this time, Mr. Graffagnino introduced Michele Albano, the District's new Social Worker and Carolyn Taylor, the Science Leave Replacement Teacher. Both Ms. Albano and Ms. Taylor expressed their gratitude for being hired and noted how welcoming everyone was.

Program

A motion was made by Kathleen Lynch, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program action: 10.1 – 10.2

- 10.1 CSE Recommendation for the 2018-2019 School Year
 - a. Committee on Special Education
- 10.2 Approval of Field Trips
 - a. Grade 7 Block Island Field Trip on September 28, 2018; rain date of October 5, 2018.
 - b. Grade 8 Disney Youth Education Field Trip on March 17– 21, 2019
 - c. Grade 6 Kayak Field Trip on June 13, 2019; rain date of June 14, 2019
 - d. Grade 7 Schooner Field Trip in late spring 2019; exact dates to be determined
 - e. Grade 6 Adventure Park Field Trip in late spring 2019; exact dates to be determined

Motion carried unanimously.

Finance

A motion was made by Jason Lones, 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 – 11.2

- 11.1 Financial Reports
 - a. Treasurer's Report – July 2018
 - b. Extra Class Report – July 2018
 - c. Appropriation Report
 - d. Revenue Status Report
 - e. Claim Auditor's Report – July 2018
 - f. Claim Auditor's Report – August 2018
 - g. Payroll Audit Report – July 2018
 - h. Payroll Audit Report – August 2018
- 11.2 Budget Transfers & Journal Entries
 - a. Accept and approve the 2017-2018 Year End Budget Transfer Report that in accordance with Board Policy, requires specific Board approval.
 - b. Accept and approve Budget Transfers and Journal Entry Report for the period of August 3, 2018 through September 12, 2018, 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 Kathleen Lynch, 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 – 12.4

- 12.1 Contracts
 - a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Out East Therapy of New York, Center Moriches, NY, 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.
- 12.2 Bids for 2018-2019 School Year

- a. Approval to award the School Lunch Product Items Bid #2018-19-01C to:
 - 1. Mivila Food of New York, Calverton, NY
 - 2. Cookie & More, Farmingdale, NY

*Consent
Agenda
Business
(continued)*

12.3 NYSSBA 99th Annual Convention & Educational Trade Show

- a. Approval of four (4) Board of Education Trustees and the Superintendent to attend NYSSBA's 99th Annual Convention & Education Trade Show, October 25 – 27, 2018, Sheraton New York Times Square Hotel & Convention Center, New York, NY. Conference expenses to be paid in accordance with Board Policy.

12.4 Additional Private School Transportation

- a. Approval to transport two (2) additional students to the Ross School for the 2018-2019 school year.

Motion carried unanimously.

*Consent
Agenda Facility*

Facility

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 Facility actions:

13.1

13.1 Excessing of Equipment

- a. HP Procurve Controller - Serial #20090695 (obsolete)
- b. HP Procurve Controller – Serial #20090719 (obsolete)
- c. Bascom Controller – Serial #20140052 (obsolete)
- d. Dell Server – Serial #20090554 (obsolete/stripped for parts)

Motion carried unanimously.

*Items for
Consideration*

Items for Consideration - None

Old Business

Old Business - None

School District Business Leader Report - None

*School District
Business
Leader Report*

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

Fall Athletics Update

Mr. Gulluscio reported that 55 students are registered for the fall season Varsity and Junior Varsity sports and all of the teams are off to a great start.

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

New York State Public High School Athletic Association – School of Distinction Award

Mr. Gulluscio presented Board of Education President Thomas Graffagnino with the New York State Public High School Athletic Association's Scholar Athlete School of Distinction Award. The District received this award based on the fact that 75% or more of the District's team rosters' grade point average was 90.0 or above for the 2017-2018 school year. Mr. Gulluscio pointed out that this is the third year in a row that Shelter Island has received this award and our District is one of only a few Suffolk County School Districts to receive this honor.

*Superintendent
Report*

Superintendent's Report

Opening of School

Dr. Christine Finn reported that the opening of school went very smoothly and she has been enjoying visiting classrooms.

PTSA Events

Dr. Finn thanked the PTSA for all of the wonderful events they provided within the first week of school – Faculty Luncheon, Boo Hoo Breakfast and Back to School BBQ. Dr. Finn noted that the Back to School BBQ was a blast and very well attended.

Announcement

*Superintendent
Report*

Dr. Finn announced that Mr. Todd Gulluscio was selected to participate in the National Interscholastic Athletic Administrators Association's Executive Leadership Cohort. There were only 15 spots available nationwide, so this is quite an honor for Mr. Gulluscio and our district. Mr. Gulluscio will be assisting the association with program and professional development for athletic administrators.

Upcoming Back to School Night

On Jennifer Rylott's behalf, Dr. Finn reported that the Grades 6-12 Back to School Night will be held on Wednesday, September 26, 2018, at 6:30pm. Dr. Finn stated that the evening will begin with a welcome in the Auditorium and then parents will visit three different rooms for a meet and greet with the teachers – Humanities in the Library, MST in Mr. Brigham's room and Special Areas in the Art Room. Dr. Finn also stated that the Elementary Back to School Night will be held on Thursday, September 27, 2018, at 5:00 pm – 7:00 pm and for the third year in a row, the students are invited to attend and provide tours of the building for their parents.

*Board Member
Reports*

Board Member Reports

Mr. Graffagnino thanked Administration, the facilities staff and the faculty for assisting to make the first week of school appear to be seamless. Dr. Finn highlighted that Michael Dunning and his crew are the unsung part of the start of a new school year. Dr. Finn also thanked the secretarial staff, Jacqueline Dunning and Donna Clark for everything they do for the start of each new school year.

Tracy McCarthy stated that the calendar on the new website is wonderful.

Kathleen Lynch thanked Jason Lones for joining the Board of Education and Jacqueline Dunning for all of her assistance.

Margaret Colligan reported that she had attended the opening day for the teachers and she was impressed by the great presentation Dr. Finn gave to the teachers.

Jason Lones thanked everyone for welcoming him and specifically thanked Jacqueline Dunning for her guidance as he began his journey as board trustee. Mr. Lones also reported that the PTSA BBQ is a true community event and he was pleased to have shared a part in it.

*Visitor
Comments*

Visitor Comments

Mr. Clifford Clark, community member thanked the Board trustees for all of their hard work and dedication.

*Executive
Session*

Executive Session

A motion was by made by Kathleen Lynch, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 6:39 pm to discuss the employment of particular individuals, pursuant to Section 105(f) of the Public Officers Law.

Adjournment

Motion carried unanimously.

Adjournment

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

Motion carried unanimously.

The meeting adjourned at 8:38 pm.

Jacqueline Dunning
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday October 15, 2018, at 6:00 pm, in the Conference Room.