

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

**BUDGET / REGULAR MEETING
March 20, 2017**

Members Present: Thomas Graffagnino, Linda Eklund, Mark Kanarvogel, Elizabeth Melichar, Susan Binder, Kathleen Lynch, and Alfred Brigham, Sr. (arrived at 6:09 pm)

Others Present: Mr. Leonard Skuggevik, Superintendent; Jennifer Rylott, Academic Administrator; Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness & Personnel; Timothy Laube, School District Business Leader; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Nicolette Frasco, Student Liaison; Julie Lane, Shelter Island Reporter; Christopher Tehan, Town of Shelter Island Videographer; 10 faculty/staff/student and 9 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 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.

Budget Presentation

Prior to the start of the Budget Presentation, Mr. Graffagnino called upon Ms. Kathleen Springer who made a statement about the petition she and other community members submitted pertaining to the extension of the mileage limit for transportation to non-public schools. Ms. Springer thanked the Board of Education for inviting her to the meeting and for giving her the opportunity to speak. Ms. Springer stated that the only intention of the petition is to acquire a bus to Our Lady of the Hamptons, and pointed out that there is no adversity towards the District. In fact, her child will attend the preschool next year and her children will probably return when they are in high school. Ms. Springer ended her presentation by pointing out that Shelter Island is the only school district that doesn't offer transportation to a Catholic school and stressed that since Stella Maris closed several years ago, it's time to fill a need.

Mr. Laube welcomed everyone to the fifth budget presentation in preparation of the 2017-2018 school budget. Mr. Laube presented the topic of Funding the 2017-2018 Budget, Calculating the Tax Levy, Appropriations, and Estimated Tax Impact – What It Means to Homeowners. Mr. Laube concluded his presentation by noting that the Board of Education will adopt the 2017-2018 budget at the meeting of April 19, 2017 which will begin at 6:00 pm.

Mr. Laube opened the floor to further questions, of which there were none.

Visitor Questions (Specific to the agenda) – None

At this time, President Graffagnino stated that the 2017-2018 Budget Calendar included one more Budget Workshop on March 22, 2017, only if needed. The Board members discussed whether or not another meeting was necessary and all members agreed they were comfortable with the budget and therefore did not need another meeting. The Board members also thanked Mr. Laube for streamlining the budget process this year.

Consent Agenda

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

- a. Approval of Minutes
 - 1. Regular Meeting of February 13, 2017
 - 2. Budget Workshop of March 6, 2017
 - 3. Special Meeting of March 9, 2017

Motion carried unanimously.

*Call to Order
and Pledge of
Allegiance*

*Mission
Statement*

*Budget
Presentation*

*Visitor
Questions*

*Consent
Agenda*

Correspondence

Mr. Graffagnino acknowledged receipt of two letters from staff members, as well as a letter from Our Lady of the Hamptons Regional Catholic School.

Presentations

Shelter Island Faculty Association (SIFA) Monthly Update

Mr. Brian Becker and Ms. Taylor Kelly showed a video of the event they held in their physical education classes, in honor of Dr. Seuss' birthday, on March 2nd. Mr. Becker announced that Mrs. Janine Mahoney and Mr. Robert Miller would be continuing Sharon Gibbs' tradition of taking the Earth Science class on a field trip to Mashomack.

Next, Mr. Becker introduced Mr. Christopher Conrardy who presented about the classes he is teaching this year and what they are doing in each class. The classes he spoke about included Home Systems, Transportation & Power, Design & Drawing for Production, Materials Processing, Student Internship Program, and Middle School Technology.

Shelter Island Historical Society's Living History Project

Ms. Martha Tuthill, Guidance Counselor introduced Ms. Nanette Breiner Lawrenson, Executive Director of the Shelter Island Historical Society. Ms. Lawrenson spoke about Historical Society's "Living History Project" which helps to engage young people in history. The project also teaches film editing skills and interviewing skills. Ms. Lawrenson provided an overview of the Living History video, stating that it contained peer to peer interviews about how students feel about life on Shelter Island and that these same students will be interviewed multiple times over the next several years, therefore creating a historical resource. At this time, Ms. Lawrenson shared the Living History video.

Several member of the Board of Education thanked Ms. Lawrenson and Julia Labrozzi, the student who conducted the video interviews.

Prom 2017

Ms. Kerri Knipfing, Class of 2018 Co-Advisor along with Francesca Frasco, student, spoke to the Board of Education about Prom 2017, and asked for permission to hold Prom on Saturday, May 6, 2017, from 6:00 pm – 11:00 pm, at The Pridwin.

A motion was made by Mark Kanarvogel, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby approves Prom 2017 to be held on Saturday, May 6, 2017, from 6:00 pm – 11:00 pm, at The Pridwin.

Motion carried unanimously.

Relay for Life

Ms. Janine Mahoney, along with Nicolette Frasco, National Honor Society Vice President asked the Board of Education for permission to participate in the annual Relay for Life overnight event, at Jean Cochran Park in Southold on Saturday, June 2, 2017 at 6:00 pm through Sunday, June 3, 2017 at 6:00 am. Ms. Mahoney also requested a waiver for the 5:1 chaperone ratio for regular field trips stating that the park is very secure during the event and there are many adults and Southold Police Officers around at all times.

A motion was made by Kathleen Lynch, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby approves Mrs. Mahoney and students to attend the Relay for Life event to be held on Saturday, June 2, 2017, at 6:00 pm until Saturday, June 3, 2017, at 6:00 am, at Jean Cochran Park in Southold, NY, and the Board of Education also waives the 5:1 chaperone rate for this particular field trip based on the event being secure and many adults and police officers being present.

Motion carried unanimously.

Nicolette Frasco also provided an update of events that National Honor Society students have been involved with. These events included, Mirrorless Monday, Shamrocks for Muscular Dystrophy, Yoga for Peace in the Middle East, and donations for American Cancer Society will be collected at the end of each performance of this year's Drama Club production.

*Presentations
(continued)*

*Consent
Agenda
Personnel*

*Consent
Agenda
Program*

*Consent
Agenda
Finance*

7th Grade Schooner Trip

Mr. Brian Becker reported to the Board of Education that the Shelter Island Educational Foundation would like to sponsor the 7th Grade Schooner Trip again this year. The trip would be held on Saturday, June 17, 2017 through Wednesday, June 21, 2017. Mr. Becker asked the Board of Education for their permission to continue the annual tradition.

Mr. Graffagnino stated that as part of our policy for approving field trips, the Board will vote on this trip at the next regular Board of Education Meeting which is scheduled for Wednesday, April 19, 2017, at 6:00 pm, in the Conference Room.

Personnel

A motion was made by Elizabeth Melichar, seconded by Susan Binder, 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 Sick Days

- a. Approval to grant ten (10) additional sick days to Sharon Gibbs, Science 7-12, for the period of April 19, 2017 – May 2, 2017, in accordance with Article XVII of the Shelter Island Faculty Association’s collective bargaining agreement.

9.2 Additional Substitute Teachers for the 2016-2017 School Year at \$110 per day (Certified or 4-Year Degree)

- a. Corey Brewer (retroactive to March 7, 2017)
- b. Maria DiOrio

9.3 Additional Substitute Aid for the 2016-2017 School Year at \$95 per day

- a. Maria DiOrio

9.4 Medical Leave of Absence

- a. Approve an unpaid medical leave of absence for Lora Hamblet, Aide, to commence retroactively on March 6, 2017 through March 17, 2017; with said period credited towards the employee’s FMLA leave of absence.

9.5 Childcare Leave of Absence

- a. Approve a contractual childcare leave of absence for Debra Sears, Special Education, to commence on or about May 4, 2017 – June 12, 2017; with said period credited towards the employee’s FMLA leave of absence.

Motion carried unanimously.

Program

A motion was made by Mark Kanarvogel, seconded by Alfred Brigham, Sr., 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/504 Recommendations for the 2016-2017 School Year

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

10.2 CSE/504 Recommendations for the 2017-2018 School Year

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

10.3 Second Reading & Adoption

- a. Policy #7131 – Education of Homeless Children and Youth

Motion carried unanimously.

Finance

A motion was made by Susan Binder, seconded by Kathleen Lynch, 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 – February 2017
- b. Extra Class Report – February 2017
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Claim Auditor’s Report – February 2017
- f. Payroll Audit Report – February 2017

Consent
Agenda
Finance
(continued)

11.2 Budget Transfers & Journal Entries

- a. Accept and approve Budget Transfers and Journal Entry Reports for the period of February 7, 2017 through March 13, 2017, 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 Susan Binder, 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

12.1 Contract

- a. 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 \$5,302.78, for student services. The term of said agreement shall be retroactive to September 7, 2016 through June 22, 2017; and authorize the Board President to execute said agreement.

Motion carried unanimously.

Consent
Agenda
Facility

Facility

A motion was made by Susan Binder, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Facility action: 13.1

13.1 Excessing Equipment

- a. One (1) - Adfinity Floor Machine (broken – no value) – Shelter Island Barcode 20090155
- b. One (1) - Advance Floor Machine (broken – no value) – Shelter Island Barcode 20090726
- c. Twelve (12) - Dell Vostro Laptops (obsolete – parts removed for other repairs) – Shelter Island Barcodes 20090410, 20140001, 20140043, 20090433, 20140008, 20140004, 20100349, 20100359, 003162, 20100182, 20090413 200100022
- d. Two (2) - Acer Laptops (obsolete – parts removed for other repairs) – Shelter Island Barcodes 20100099, and 20090671
- e. One (1) – Dell Monitor (obsolete) – Shelter Island Barcode 003153

Motion carried unanimously.

Items for
Consideration

Items for Consideration - None

Old Business - None

Old Business

a. Red-Lined Items from Previous Board Meetings

- Parents Sending Children to Off-Island Schools: The Board of Education and Administration continue to find ways to reach out to parents who send their children to off-island. A panel of teachers representing all grade levels and staff members, hosted a roundtable discussion on February 15th to open a dialogue with parents who send their children off-island, as well as parents of students currently enrolled in the District. *Ms. Rylott has been reaching out to any parents who send their children to off-island schools who couldn't attend the roundtable discussion, to determine what causes them to attend these other schools.*
- Substitute Teacher Pay: At the November 14, 2016 meeting, Ms. Melichar asked that the District look into a pay increase or alternate incentive to bring additional high quality substitute teachers to Shelter Island. As the substitute rate of pay is tied in to a retirement incentive in the teacher contract, the financial implications of a raise in the rate of pay could be costly. *Ms. Melichar asked that the District continue to look at ways to increase sub pay in order to attract the best substitutes.*

The members of the Board of Education discussed the substitute teacher pay and decided that since they did not increase this budget line in the 2017-2018 budget, this item can be removed from the agenda. Ms. Melichar who originally asked her fellow Board Members to consider an increase, asked that it be brought up again when contract negotiations take place in the future and perhaps the District would consider offering a ferriage dispensation instead. Mr. Brian Becker informed the Board of Education that the negotiating team of the Shelter Island Faculty Association would be willing to discuss this item with the Board of Education at any time – even before the current contact expires.

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

Outstanding Sportsmanship

Mr. Todd Gulluscio reported that the Varsity and Junior Varsity Boys' Basketball Teams, along with the Junior High Girls' Volleyball Team were recognized for their outstanding sportsmanship.

Opening Season

Mr. Gulluscio announced that the home opener games for both the baseball and softball teams were this week.

School District Business Leader Report

Tree Limb

Mr. Laube reported that a large tree limb fell on the bleachers during the last storm and the limb was removed at no cost by the highway workers of the Town of Shelter Island, as well as by a community member.

Academic Administrator's Report

RTI Demonstration Project for Grades 5-8

Ms. Rylott announced the District was one of 20 schools chosen to interview for the RtI Middle School Demonstration Project. Ms. Rylott went on to explain that the purpose of the RtI Middle School Demonstration Project is to provide school-specific support to New York State (NYS) public middle schools (Grades 5-8) that are interested in developing or refining a data-driven prevention/intervention framework aimed at improving instruction for all students. Each selected middle school will be paired with a consortium member from the RtI TAC. The TAC consortium members will provide school-specific technical assistance over the course of three years. The intent is for each selected middle school to develop an RtI framework that will serve as a model prevention/intervention process for other middle schools across the State. Out of the 20 schools that were chosen in the first round, 10 will become model schools.

Superintendent's Report

SMART School Grant

Mr. Skuggevik thanked Mr. Walter Brigham for applying for the SMART School Grant and stated that the District received \$54,000 in grant monies. These monies will be put towards eight (8) new LED mobile televisions/boards, as well as twenty (20) more iPads for grades K-5 students so that now the entire student body has access to iPads.

ESSA Update

Mr. Skuggevik reported that Congress is in the process of repealing parts of the Every Student Succeeds Act, but New York State continues to follow the act as it was originally written.

Teacher Conference Day Update

Mr. Skuggevik reminded everyone that due to the third snow day taken this winter, March 24, 2017 has been changed to a half day of school for students with Teacher Workshop Day in the afternoon.

Board Member Reports

Kathleen Lynch announced that the Shelter Island Preschool was holding a Dodgeball Tournament fundraiser on Saturday, March 25, 2017, at 12:00 pm, in the School Gymnasium.

Ms. Lynch thanked the PTSA for sponsoring a self-defense course for girls in grades 11 & 12. The two-day course will be held during the physical education classes. Ms. Lynch noted that a curriculum for a boys self-defense course will be developed before the end of the school year so we can begin offering self-defense to our boys, as well.

*Old Business
(continued)*

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

*School District
Business Leader
Report*

*Academic
Administrator
Report*

*Superintendent's
Report*

*Board Member
Reports*

Susan Binder reminded everyone that the Drama Club production of "Curtains" opens on Thursday, March 30, 2017 and runs through Sunday, April 2, 2017. Ms. Binder stated that tickets can be purchase in the school lobby during school hours.

*Board
Member
Reports*

Mark Kanarvogel thanked Michael Dunning and his crew for keeping the baseball fields in top condition. Mr. Kanarvogel also reminded Mr. Dunning that the Buildings & Grounds committee needed to meet to discuss the future equipment needs for the District.

Thomas Graffagnino thanked Mr. Conrardy for doing a great job and shared that he has heard this from parents and students and now tonight was able to see it for himself.

Linda Eklund stated that she recently had the opportunity to visit the Elementary wing and noticed that teachers have begun making cozy areas in their rooms. Ms. Eklund noted how special these little areas were. Mr. Michael Cox stated that the Elementary wing is moving towards a more progressive way of learning.

Elizabeth Melichar thanked Timothy Laube and the Business Office staff for the ease of this budget season.

Student Liaison Report

Nicolette Frasco didn't have anything to report, but wanted to share that the Relay for Life event is very meaningful and moving and she thanked Mrs. Mahoney for putting it together again this year.

*Student
Liaison Report*

Visitor Comments

Ms. Tracy McCarthy, parent inquired about a plan that Mr. Cox had for the elementary school and that it was first spoken about at a Board of Education meeting in Fall 2016. There was some confusion about the exact item Ms. McCarthy was speaking about. Linda Eklund was able to retrieve the minutes from an earlier meeting and stated that the plan Ms. McCarthy was referring to was one that Mr. Cox and several other teachers presented to the Board of Education in Executive Session – as it contained confidential information. Members of the Board then explained that the presentation given by Mr. Cox was what eventually brought about the idea of the roundtable discussion.

*Visitor
Comments*

Executive Session

A motion was made by Linda Eklund, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 7:31 pm, to discuss the employment of a particular individual in the District pursuant to Section 105 (e).

*Executive
Session*

Motion carried unanimously.

Adjournment

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

Adjournment

Motion carried unanimously.

The meeting adjourned at 9:55 pm.

Jacqueline Dunning
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Wednesday, March 19, 2017, at 6:00 pm, in the Conference Room.