

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

**BUDGET MEETING  
January 30, 2017**

Members Present: Thomas Graffagnino, Linda Eklund, Mark Kanarvogel, Susan Binder, and Kathleen Lynch, Elizabeth Melichar and Alfred Brigham, Sr.

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; Julie Lane, Shelter Island Reporter; Mary Ellen McGayhey, Town of Shelter Island Videographer; 3 faculty/staff/student and 2 community residents

Absent: Nicolette Frasco, Student Liaison

The meeting was called to order at 6:03 pm by President Graffagnino, followed by the Pledge of Allegiance.

Linda Eklund 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.

Prior to the start of the 2017-2018 Budget Presentation, Mr. Graffagnino asked Mr. Laube to speak about the New York State Comptroller’s Fiscal Stress Report that was released on January 25, 2017. Mr. Laube explained the report listed Shelter Island School’s fiscal stress level as “susceptible.” The report which reviews the last three fiscal years, scored Shelter Island negatively for Operating Deficits, Short Term Debt Issuance and Short Term Debt Issuance Trend. Mr. Laube further explained why the District was cited for each component –

- Operating Deficits: A deficit occurs when spending outpaces revenues. In 2014, Shelter Island was informed that its reserves were more than the Comptroller’s recommended limit. As a result, Shelter Island budgeted a planned drawdown of reserves and ironically has now scored negatively for executing a deficit in each of the last three fiscal years.
- Short Term Debt Issuance Trend: Short Term Debt is a Tax Anticipation Note (TAN) that 85% of Suffolk County schools borrow to assist cash flow as a school fiscal year begins in July and a town’s fiscal year begins in January. The TAN provides monies needed to pay bills and payroll prior to the tax monies being received and sent to the school throughout the school year. Shelter Island has TAN borrowed for nearly 20 years and as a result the District scored negative for the trend of its TAN borrowing.
- Short Term Debt Issuance: Shelter Island’s TAN increased from \$1.5M in 2015 to \$1.6M in 2016 due to new debt service. The \$1.6M is greater than 15% of the District’s total revenues. Any TAN for more than 15% scores negatively.

In closing, Mr. Laube stated, last year Shelter Island was listed as, “No Designation.” He also pointed out Moody’s has assigned the District an Aa2 credit rating, and Nawrocki-Smith, the District’s external auditors, reviewed the District positively for the third year in a row. Both of these positive ratings disprove the Fiscal Stress Report.

**Introduction to the 2017-2018 Budget**

Mr. Leonard Skuggevik, Superintendent, welcomed everyone to the third presentation being held in preparation of the 2017-2018 school budget. Mr. Skuggevik reviewed the District’s current academic highlights. Topics presented by Mr. Skuggevik included, 2016-2017 AP Course Offerings, 2016-2017 College Credits, New Class Offerings for 2016-2017 and 2017-2018, and Regents Results Passing Rates. At this point, Mr. Skuggevik introduced Mr. Michael Cox, Elementary Chairperson. Topics presented by Mr. Cox included Elementary Highlights & Shifts and Elementary ELA/Math Growth. In closing, Mr. Cox opened the floor to questions. Ms. Kathleen Lynch, Board Member inquired

*Call to Order  
and Pledge  
of  
Allegiance*

*Mission  
Statement*

*Presentation*

*Budget  
Presentation*

about Class Dojo, a communication tool Mr. Cox uses to communicate with parents so they can see what is happening in the classroom. Ms. Lynch then inquired about project based learning with other Districts. Mr. Cox explained it is in the beginning stages and requires more discussion between teachers. With regards to collaboration with other school districts, Ms. Elizabeth Melichar stated that it would be beneficial to all students if we reached beyond the classroom and collaborated on social activities, such as dances.

Next, Ms. Jennifer Rylott presented the Special Education portion of the 2017-2018 school budget. Topics presented by Ms. Rylott included, Special Education Overview, In-District Special Education Services, Trendline for Students with Disabilities, Shelter Island Classification Rates, Shelter Island Classification by Disability 2016-2017 School Year, Accomplishments, Looking Ahead, Contractual Salaries and Other Budget Items. In closing, Ms. Rylott opened the floor to questions, of which there were none.

Before beginning his presentation, Mr. Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness & Personnel thanked Donna Clark for the logo she created for the Athletics Department. Mr. Gulluscio then presented the Athletics portion of the 2017-2018 proposed budget. Topics presented by Mr. Gulluscio included Participation Statistics, Programs & Participation for both 2015-2016 and 2016-2017, Benefits of Educationally Based Athletic Programs, and Budget Items. In closing, Mr. Gulluscio opened the floor to questions, of which there were none.

Mr. Timothy Laube, School District Business Leader welcomed everyone to the third presentation being held in preparation of the 2017-2018 school budget. Topics presented by Mr. Laube included, School Budget Organization, Three Year Comparisons of Classroom Salaries, Teacher/TAs/Aides Benefits, Classroom Expenses, BOCES Expenses (Administration, Education & Facilities), BOCES Education Costs, Classroom Support Services, Co-Co-Curricular Activities, Bus Transportation Costs, and Ferry Transportation Costs. Mr. Laube reviewed the schedule of the dates and topics for the remaining 2017-2018 school budget meetings, and noted that all the meetings will begin at 6:00 pm, in the Conference Room. The schedule is as follows.

- February 13, 2017 – Facilities & Capital
- March 6, 2017 – Budget Workshop
- March 20, 2017 – Budget Overview
- March 22, 2017 – Budget Workshop (if needed)
- April 19, 2017 – Budget Adoption
- May 8, 2017 – Budget Hearing

Mr. Laube ended his presentation and opened the floor to any questions or concerns, of which there were none.

**Visitor Comments - None**

**Executive Session**

A motion was made by Linda Eklund, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 7:24 pm, to discuss negotiations and the employment of particular individuals in the District pursuant to Section 105(e).

**Adjournment**

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

Motion carried unanimously.

The meeting adjourned at 8:35 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 February 13, 2017, at 6:00 pm, in the Conference Room.

Visitor  
Comments

Executive  
Session

Adjournment