

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

**PUBLIC BUDGET HEARING/REGULAR MEETING  
May 8, 2017**

Members Present: Thomas Graffagnino, Linda Eklund, Mark Kanarvogel, Elizabeth Melichar, Alfred Brigham, Sr. (left at 9:40 pm), Susan Binder and Kathleen Lynch

Others Present: 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; Chris Tehan, Videographer; 10 faculty/staff/ student and 0 community resident/other

Absent: Mark Kanarvogel; 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 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.

**2017-2018 Public Budget Hearing**

Mr. Laube welcomed everyone to the 2017-2018 Public Budget Hearing. The items presented were as follows.

- Funding the 2017-2018 Budget
- Proposed Appropriations for 2017-2018
- Contingency Budget
- Estimated Impact on Property Taxes

At this point, Mr. Laube opened the floor to questions, of which there were none.

**Visitor Questions – None**

**Consent Agenda**

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

- a. Approval of Minutes
  1. Special Meeting of April 10, 2017
  2. Budget Adoption/Regular Meeting of April 19, 2017
  3. Special Meeting of April 25, 2017

Motion carried unanimously.

**Correspondence - None**

**Presentations**

Shelter Island Faculty Association (SIFA) Monthly Update

Mr. Brian Becker and Ms. Taylor Kelly, Physical Education teachers shared a presentation outlining the recent boys' self-defense program which was held during PE classes. Both teachers thanked the PTSA for sponsoring the program and Kathleen Lynch for bringing the program to the District. The program taught our male students how to get away from a situation. Now that both the boys and girls have completed the self-defense courses, the teachers are looking to provide a future follow-up lecture class with both the male and female students combined.

Mr. Becker announced that the music department is still looking for community members to join the Annual Community Concert which will be held on May 31, 2017, at 7:30 pm, in the Auditorium.

*Call to Order and  
Pledge of  
Allegiance*

*Mission  
Statement*

*Budget  
Presentation*

*Visitor Questions*

*Consent Agenda  
Minutes*

*Correspondence*

*Presentations*

Anti-Defamation League World of Difference Program

Student leaders, Francesca Frasco and Lyng Coyne spoke about their experience with the Anti-Defamation League program. They explained that for three days straight they, along with a variety of students in other grade levels, attended workshops to learn how to become student leaders of the program. The student leaders then met with classes to lead activities to help build self-awareness and awareness of others. Ms. Frasco and Ms. Lyng stated that the students enjoyed the activities and they thanked the Board of Education for bringing the program to the District.

Joint Professional Practice Committee (JPPC) Presentation

Mr. Brian Becker, current Chairperson of the JPPC Committee, informed the Board of Education that within the next few days they will receive a formal packet of information pertaining to JPPC. Mr. Becker explained that the packet will contain a list of current Schedule C positions, a summary of new opportunities, recommendations from the committee, an agenda for the September 2017 committee kick-off meeting, and the JPPC contract language.

Mr. Becker then spoke about the two recommendations being brought forward by the committee – Video Game Developing/Programming Club and Translator Services.

Mr. Jeremy Stanzione explained that the Video Game Developing/Programming Club will provide an opportunity for students to be creative, and will teach them to think about each individual component of a game, such as character, location, powers, items, etc., and then how to bring them all together. Mr. Stanzione stated that for students choosing a gaming career path, colleges look at the amount of time a student spent creating a video game and based on that information, they can gauge the ambition of the student.

Ms. Jennifer Rylott explained that the Translator Services are needed for the translation of written communications to parents, holding meeting with parents to explain situations, attending CSE meetings to ensure understanding, etc. These services are part of the new ELL regulations. The District has been relying on certain staff members to provide these services in addition to their regular workload, as well as outside of the regular school day. Ms. Rylott stated that it only seems right that these employees be compensated accordingly.

The Board of Education will vote on the recommended items at the next Board of Education Meeting – June 12, 2017.

6<sup>th</sup> Grade Kayak Trip

Mr. Brian Becker asked the Board of Education for permission for the 6<sup>th</sup> grade students to participate in the annual kayak field trip, to be held on June 16, 2017, with a raindate of June 19, 2017. Mr. Becker explained that the cost to the District is only \$1,000 to cover the rental of the kayaks.

A motion was made by Kathleen Lynch, seconded by Alfred Brigham, Sr. BE IT RESOLVED THAT: The Board of Education hereby approves the 6<sup>th</sup> Grade Kayak trip on June 16, 2017, with a raindate of June 19, 2017.

Motion carried unanimously

Prom 2018

Mr. Bryan Knipping, Class of 2019 Advisor introduced class officers, Nichole Hand and Justine Karen. Ms. Hand and Ms. Karen spoke to the Board of Education about Prom 2018, and asked for permission to hold Prom on Saturday, May 19, 2018, from 6:00 pm – 11:00 pm, at Gardiner’s Bay Country Club.

A motion was made by Elizabeth Melichar, seconded by Susan Binder, BE IT RESOLVED THAT: The Board of Education hereby approves Prom 2018 to be held on Saturday, May 19, 2018, from 6:00 pm – 11:00 pm, at Gardiner’s Bay Country Club.

Motion carried unanimously.

**Personnel**

A motion was made by Linda Eklund, seconded by Elizabeth Melichar BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Personnel Actions: 9.1 – 9.3

9.1 Medical Leave

- a. Approve a medical leave of absence for Lora Hamblet, Aide, to commence on or about June 14, 2017 through June 23, 2017, with said period credited towards the employee's FMLA leave of absence

9.2 Home Instruction

- a. Approve Janine Mahoney for Home Instruction, effective retroactively to May 1, 2017, at a rate of \$66.02, not to exceed 20 hours
- b. Approve Brittney Russo for Home Instruction, effective retroactively to May 1, 2017, at a rate of \$66.02, not to exceed 20 hours
- c. Approve James Theinert for Home Instruction, effective retroactively to May 1, 2017, at a rate of \$66.02, not to exceed 20 hours
- d. Approve Lynne Colligan for Home Instruction, effective retroactively to May 1, 2017, at a rate of \$66.02, not to exceed 30 hours
- e. Approve Peter Miedema for Home Instruction, effective retroactively to May 1, 2017, at a rate of \$66.02, not to exceed 30 hours

A motion was made by Linda Eklund, seconded by Elizabeth Melichar BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Personnel Actions: 9.3 a, c, d, and e

9.3 Extra Teaching Periods

- a. Approve Lynne Colligan, English Teacher, to teach 32 extra periods, retroactive to on or about May 4, 2017 through June 16, 2017, at a rate of \$77.39 per period
- c. Approve Jessica Nardi, Reading Teacher, to teach 15 extra periods, retroactive to on or about May 4, 2017 through June 16, 2017, at a rate of \$44.36 per period
- d. Approve Janine Mahoney, Special Education Teacher, to teach 15 extra periods, retroactive to on or about May 4, 2017 through June 16, 2017, at a rate of \$106.12
- e. Approve Jennifer Gulluscio, Reading Teacher, to teach 64 extra periods, retroactive to on or about May 4, 2017 through June 16, 2017, at a rate of \$89.84

Personnel Action 9.3b "Approve James Bocca, English Teacher, to teach 16 extra periods, retroactive to on or about May 4, 2017 through June 16, 2017, at a rate of \$62.67 per period" was removed from the agenda. Mr. Graffagnino asked Mr. Gulluscio to explain why it was being removed. Mr. Gulluscio explained that the change was due to an oversight. The extra periods Mr. Bocca was slated to teach were already contractual periods -- meaning they are periods he is already being paid for.

Motion carried unanimously.

**Program**

A motion was made by Elizabeth Melichar, seconded by Susan Binder, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Program Action: 10.1 – 10.2

10.1 CSE Recommendations for the 2016-2017 School Year

- a. Committee on Special Education

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

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

Motion carried unanimously.

**Finance**

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 Finance Actions: 11.1 – 11.2

11.1 Financial Reports

- a. Appropriation Status Report

*Consent Agenda  
Personnel  
(continued)*

*Consent Agenda  
Program*

*Consent Agenda  
Finance*

- b. Revenue Status Report
- c. Claim Auditor's Report – April 2017
- d. Payroll Audit Report – April 2017

*Consent Agenda  
Finance  
(continued)*

**11.2 Budget Transfers & Journal Entries**

- a. Accept and approve Budget Transfers and Journal Entries, for the period of April 7, 2017 through April 28, 2017, 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 recommendation of the Superintendent on the following Business Actions:

12.1 – 12.3

**12.1 2016-2017 Contracts**

- a. Approve the agreement between the Board of Education of the Shelter Island School District and South Huntington Union Free School District, for student services, in the amount of \$808.84, for the 2016-2017 school year. The term of said agreement shall be retroactive to July 1, 2016 to June 30, 2017; and authorize the Board President to execute said agreement.
- b. Approve the agreement between the Board of Education of the Shelter Island School District and Riverhead Central School District, for student services, in the amount of \$1,353.58, for the 2016-2017 school year. The term of said agreement shall be retroactive to July 1, 2016 to June 30, 2017; and authorize the Board President and Superintendent to execute said agreement.

**12.2 Certificate of Acceptance and Payment Request**

- a. Be it resolved that the Board of Education approves Application for Payment No. 7 in the amount of \$38,193 to Johnson Controls, Inc. for labor and materials provided in connection with the energy performance contract; and authorize the Board President to execute said certificate of acceptance and payment request.

**12.3 Donation & Budgetary Increase**

- a. Authorize the Shelter Island School District to accept a donation of \$100.00 from Jacqueline & Kevin Dunning to be used towards the new ukulele program; and authorize to increase the budget line of Music Program M & S, A2110.450.00.0018, in the amount of \$100.00 to be offset by said donation.
- b. Authorize the Shelter Island School District to accept a donation of \$75.00 from Our Lady of the Isle R.C. Church for the materials to build a bench; and authorize to increase the budget line of Technology Program M & S, A2110.450.00.0016, in the amount of \$75.00 to be offset by said donation.

Motion carried unanimously.

*Consent Agenda  
Facility*

**Facility**

A motion was made by Susan Binder, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Facility Actions:

13.1

**13.1 Items to Excess**

- a. Smithco Sand Rake (obsolete) - Shelter Island Barcode #20090163

Motion carried unanimously.

*Items for  
Consideration*

**Items for Consideration**

- a. Gifts for 2017 Graduates

Not wanting to ruin the surprise for any members of the senior class in the audience, the Board very quickly agreed that they will use their personal funds to purchase the traditional graduate gifts. Ms. Linda Eklund agreed to purchase and wrap the gifts.

Items for  
Consideration  
(continued)

### Old Business

Old Business

#### a. Red-Lined Items from Previous Board Meetings

1. Financial Impact of Removing the District from the New York State Lunch Program: (Introduced at the April 19, 2017 Board Meeting) At the recommendation of the Wellness Committee, Mr. Timothy Laube is exploring how much State Aid the District would lose if removed from the New York State Breakfast and Lunch Programs. *May 8, 2017 Update: Mr. Laube reported that for the 2015-2016 school year the District was reimbursed \$52,000 in State Aid. Mr. Laube stated that if the District was to forego State Aid, those monies would have to come out of the General Fund each year. Ms. Lynch stressed that this is only an investigation to determine if leaving the confines of the State program would help to increase participation in the lunch program and ultimately increase sales.*
2. Potential Redesign of Cafeteria & Courtyard: (Introduced at the April 19, 2017 Board Meeting) The Wellness Committee is exploring different ways to improve the design of the cafeteria and the courtyard. *May 8, 2017 Update: Ms. Lynch reported that the Wellness Committee met again and they continue to explore ways to enhance the physical appearance of both the inside and outside of the cafeteria to make it more inviting.*
3. PK-12 Mindfulness Program: (Introduced at the April 19, 2017 Board Meeting) *At the recommendation of the Wellness Committee, Mr. Gulluscio is exploring the concept of a PK-12 mindfulness program.*

School District  
Business Leader  
Report

### School District Business Leader Report- None

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

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

##### Prom

Mr. Gulluscio stated that the Class of 2018 put together a successful and he thanked the students and their class advisors for a wonderful event.

##### NYSPHSAA – School of Recognition

Mr. Gulluscio reported that the Shelter Island School was named a “School of Recognition” for the Winter Season for its commitment to sportsmanship.

##### NYSPHSAA – Scholar Athlete Program

Mr. Gulluscio announced that for the second year in a row, all of the Shelter Island School teams received the title of New York State Scholar Athlete Teams and school now qualified for the School of Distinction Award.

##### Physical Education Update

Mr. Gulluscio shared that May is Physical Activity Month and the Physical Education Department has planned two events. The first event, Drums Alive was held prior to the Board Meeting. Parents had an opportunity to watch their PK-5 students perform movement and rhythm activities. The other event is Walk Across America. PK-5 students will walk laps around the track during their Physical Education classes and the number of miles they walk will be tracked. The goal is to walk enough miles to reach Disney World in Orlando, Florida. Parent are invited to walk with their children during their Physical Education classes. A culminating event will be held on Friday, May 12, 2017, at 1:45 pm. All members of the Shelter Island Community are welcome to attend this closing event.

##### Athletic Awards Dinner

Mr. Gulluscio reminded everyone that the Athletic Awards Dinner will be held on June 7, 2017, at 6:00 pm, in the Gymnasium. The dinner will be catered by Anthony Rando and Mr. Gulluscio stated that he is still looking for sponsors to help defray the cost of the dinners.

**Academic Administrator Report**

New York State Math Assessments

Ms. Jennifer Rylott reported that for the New York State Math exam, for students in grades 3-8, the District had a participation rate of 61% which is slightly greater than last year which was 58%.

YMCA Summer Camp Partnership Update

Ms. Rylott announced that the summer camp partnership with the East Hampton YMCA is a go and she thanked the Shelter Island PTSA and the Town of Shelter Island for their generous donations which will be used to offset the cost of transportation.

PTSA’s Teacher Appreciation Week

Ms. Rylott thanked the Shelter Island PTSA for the wonderful support and appreciation of the District’s teachers during Teacher Appreciation Week.

**Superintendent Report**

Fiske Field – Organic Solution

Mr. Skuggevik reported that the District has received several concerns about the amount of ticks on Fiske Field and the District is looking into an organic solution to use on the field to help alleviate the problem. Mr. Skuggevik stated that parents will be notified prior to any solution being used on the field.

Equity in Excellence – Dr. Jarvis

Mr. Skuggevik reported that he attended the Long Island Consortium for Equity in Excellence. This group has been assembled to pool resources with the hope to provide In-District professional development opportunities at a lower rate.

Nutritional Guidelines

Mr. Skuggevik reported that there have been changes made to the nutritional guidelines and detailed outline of the changes is expected shortly. At this time, it appears that the new guidelines will be less restrictive.

Brookhaven National Lab Opportunities

Mr. Skuggevik announced that our students have two upcoming opportunities at Brookhaven National Lab. The first is a Microbiome Project. Four (4) of our students have been collecting water samples from various locations on Shelter Island. Once at Brookhaven National Lab, they will test the samples to determine the different organisms that are found in the different areas of Island. If the results are available prior to the June 12, 2017 Board of Education meeting, the students will present their findings to the Board at that time. The second opportunity involves one of our students attending Brookhaven National Lab to explore proteins with new light.

Long Island Science Congress

Mr. Skuggevik announced that five (5) of our students who went to Long Island Science Congress are receiving awards – 4 in the Junior Division: Matthew Strauss, Katharine Doyle, Emma Teodoru and Jane Richards and 1 in the Senior Division: Luke Gilpin.

**Board Member Reports**

Ms. Kathleen Lynch reported that the Wellness Committee met to continue the discussion about enhancing the physical appearance of both the inside and outside of the cafeteria to make it more inviting.

Mr. Thomas Graffagnino thanked the Town of Shelter Island and the Shelter Island PTSA for their contributions towards transportation for the new Summer Camp program and also thanked Shelter Island Ace Hardware for donating the buckets used in the Drums Alive Physical Education program.

Ms. Elizabeth Melichar stated that the members of the Board of Education worked on the 2017-2018 budget for several months and reminded everyone to be sure to get out and vote on May 16, 2017.

**Student Liaison Report – None**

*Academic Administrator Report*

*Superintendent Report*

*Board Member Reports*

*Student Liaison Report*

**Visitor Comments**

Ms. Janine Mahoney, Special Education Teacher, announced that four (4) members of the National Honor Society ran a Pennies for Patients campaign in the Elementary School and for the first time raised over \$1,000. Ms. Mahoney mentioned that for the first time, there had been a kick-off assembly to educate the students about The Leukemia & Lymphoma Society which benefits from the Pennies for Patients program and she contributes the great success of this year’s program to the information students received at that assembly.

Ms. Mahoney reminded the members of the Wellness Committee that Mrs. Carol Russell had submitted a suggested layout for a renovation to the courtyard outside of the cafeteria. Jacqueline Dunning, District Clerk stated that she would share the layout with the committee members.

Ms. Mahoney voiced concern about the recent North Ferry delays and stated that teachers are frustrated because no matter how early they leave their house they are stuck on long ferry. Mr. Graffagnino stepped back from being a Board Member and instead responded to Ms. Mahoney as an employee of North Ferry. Mr. Graffagnino stated that a few different things all occurred at once, causing the delays and he hoped that normal service would resume within the next 7 – 10 days.

**Executive Session**

A motion was made by Susan Binder, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 7:19 pm, to discuss the employment of particular individuals in the District pursuant to Section 105 (e).

Motion carried unanimously.

**Adjournment**

A motion was made by Susan Binder, seconded by Elizabeth Melichar, to adjourn the meeting.

Motion carried unanimously

The meeting adjourned at 11:02 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, June 12, 2017, at 6:00 pm, in the Conference Room.

*Visitor  
Comments*

*Executive Session*

*Adjournment*