

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

**REGULAR MEETING  
July 20, 2015**

Members Present: Thomas Graffagnino, Linda Eklund, Alfred Brigham, Sr., Susan Binder, Kathleen Lynch, and Mark Kanarvogel (arrived at 6:26 pm)

Others Present: Mr. Leonard Skuggevik, Superintendent; Jennifer Rylott, Academic Administrator; Todd Gulluscio, Director of Physical Education/District Operations; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Julie Lane, Shelter Island Reporter; 4 faculty/staff/student and 5 community residents

Absent: Elizabeth Melichar (out of state)

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

Kathleen Lynch 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.

**Visitor Questions - None**

A motion was made by Linda Eklund, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board hereby approves the following:

- a. Approval of Minutes
  - 1. Reorganizational/Regular Meeting of July 1, 2015

Motion carried unanimously.

**Correspondence**

Mr. Graffagnino acknowledged that the Board of Education received a letter Terry Lucas from the Shelter Island Public Library and a thank you card from a 2015 graduate.

**Presentations**

Ms. Terry Lucas, Director of the Shelter Island Public Library, kindly requested a special district meeting of the voters of the district to be held on Saturday, October 17, 2015, from 10:00 am – 4:00 pm, for the Shelter Island Public Library’s 2016 operating budget.

A motion was made by Kathleen Lynch, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: a special meeting of the voters of the school district be schedule for Saturday, October 17, 2015, pursuant to the request of the Board of Trustees of the Shelter Island Public Library, for the purpose of voting on the library’s 2016 operating budget and that the District Clerk be and hereby is directed to take all such steps as are necessary to conduct said special meeting.

Motion carried unanimously

Brian Becker congratulated Mr. Graffagnino and Mrs. Eklund on their roles as President and Vice-President, respectively. Mr. Becker then gave a brief review of the professional development classes the teachers are taking over the summer.

*Call to Order &  
Pledge of  
Allegiance*

*Mission  
Statement*

*Visitor  
Questions*

*Consent  
Agenda*

*Correspondence*

*Presentations*

## Personnel

A motion was made by Linda Eklund, seconded by Susan Binder, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 8.1

### 8.1 New Hire

- a. BE IT RESOLVED THAT: The Board of Education hereby approves Laura Mayo, as ESL Teacher, effective September 1, 2015, at \$52,439, Step 1BA of the 2015-2016 teacher salary scale, with a four (4) year probationary period through September 1, 2019, in the tenure area of ESL.

BE IT FURTHER RESOLVED THAT: Ms. Mayo must receive three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of her probationary appointment to be granted or considered for tenure.

Motion carried unanimously.

At this time, Mr. Graffagnino congratulated Ms. Mayo and welcomed her to the District. Ms. Mayo thanked the Board of Education and stated she was very happy to be a part of the Shelter Island School.

A motion was made by Linda Eklund, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 8.2 - 8.3

### 8.2 Abolish Positions

- a. Approval to abolish two (2) Teacher Aide positions, effective June 30, 2015.

### 8.3 Childcare Leave

- a. Approve a contractual childcare leave of absence for Brian Springer, Custodial Worker I, to commence on or about August 1, 2015 – August 15, 2015, with said period credited towards the employee's FMLA leave of absence.

Motion carried unanimously.

A motion was made by Elizabeth Melichar, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 8.4

### 8.4 Coaching for the 2015-2016 School Year

- a. Brian Becker, Junior High Girls' Volleyball Coach, at \$2,578.58
- b. Brian Becker, Junior High Girls' Basketball Coach, at \$2,815.89
- c. Cindy Belt, Varsity Girls' Volleyball Coach, at \$5,549.39
- d. Robert DeStefano, Varsity Golf Coach, at \$3,598.14
- e. Elizabeth Eklund, Cheerleading Co-Coach, at \$1,672.18
- f. Debra Sears, Cheerleading Co-Coach, at \$1,672.18
- g. Peter Miedema, Varsity Girls' Basketball Coach, at \$6,096.52
- h. Richard Osmer, Junior High Boys' Basketball Coach, at \$2,815.89
- i. Ian Kanarvogel, Junior Varsity Boys' Basketball Coach, at \$5,160.46
- j. Jay Card, Varsity Boys' Basketball Coach, at \$6,096.52
- k. Toby Green, Varsity Boys' Cross Country Joint-Coach, at \$1,199.38 and Girls' Cross Country Joint-Coach, at \$1,199.38
- l. Bryan Knipfing, Varsity Boys' Cross Country Joint-Coach, at \$1,199.38 and Girls' Cross Country Joint-Coach, at \$1,199.38
- m. Bryan Gallagher, Varsity Boys' Cross Country Joint-Coach, at \$1,199.38 and Girls' Cross Country Joint-Coach, at \$1,199.38
- n. James Theinert, Junior Varsity Girls' Volleyball Coach, at \$4,690.22
- o. Peter Miedema, Junior Varsity Baseball Coach, at \$4,690.22

p. Ian Kanarvogel, Varsity Softball Coach, at \$5,627.39

Motion carried. Linda Eklund recused herself.

Consent  
Agenda  
Personnel  
(continued)

A motion was made by Linda Eklund, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 8.5 - 8.12

8.5 Volunteer Assistant Coaches for the 2015-2016 School Year

- a. Jay Card Jr., Varsity Golf
- b. Jim Colligan, Varsity Boys Basketball
- c. James Theinert, Junior High, Junior Varsity and Varsity Boys Basketball
- d. Mike Dunning, Junior Varsity Baseball
- e. Bryan Gallagher, Varsity Softball

8.6 Additional Schedule C Position Appointments for the 2015-2016 School Year

- a. Daniel Williams, Science Club, at \$1,491.99
- b. Janine Mahoney, Honor Society, at \$1,491.99
- c. Janine Mahoney, Landmark Books, at \$1,491.99

8.7 Additional Athletic Chaperone Appointments for the 2015-2016 School Year (one game per night at \$94.49, two games per night at \$145.02, Clock Keeper at Chaperone Rate plus \$10)

- a. Michelle Corbett
- b. Janine Mahoney

8.8 Additional Detention Monitor Appointments for the 2015-2016 School Year at \$60/period

- a. Janine Mahoney

8.9 Schedule C Non-Athletic Activities

- a. Abolish Newsletter/Public Relations, at a salary of \$1,491.99, Level II of salary Schedule C
- b. Abolish Arts in Education, at a salary of \$1,491.99, Level II of salary Schedule C
- c. Approve the creation of DECA Club, at a salary of \$737.21, Level I of salary Schedule C
- d. Approve the creation of Elementary Play Director, at a salary of \$737.21, Level I of salary Schedule C

8.10 Schedule C Athletics

- a. Increase Cheerleading from Schedule C Athletics salary of \$3,278.77, to Schedule C Athletics salary of \$3,598.14

8.11 Summer School Program 2015

- a. Amend the motion of June 15, 2015 to include the specific hourly rate and read as follows.

Appoint the following personnel for the summer school program, effective July 6, 2015 through July 31, 2015, **at a rate of \$53.87**

- 1. Natalie Regan
  - i. Intensive Literacy Block, 1-2; 16 hours
  - ii. LEAP into Learning Literacy, K-6; 16 hours
  - iii. LEAP into Learning Math, K-8; 8 hours

8.12 Employment Agreements

- a. BE IT RESOLVED THAT: The Board of Education hereby approves the annexed agreement between the Shelter Island Union Free School District and Ms. Jennifer Rylott; and  
  
BE IT FURTHER RESOLVED THAT: The Board of Education hereby authorizes the Board President to execute said agreement.

- b. BE IT RESOLVED THAT: The Board of Education hereby approves the annexed agreement between the Shelter Island Union Free School District and Mr. Todd Gulluscio; and  
BE IT FURTHER RESOLVED THAT: The Board of Education hereby authorizes the Board President to execute said agreement.
- c. BE IT RESOLVED THAT: The Board of Education hereby approves the annexed agreements 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.

Motion carried unanimously.

*Consent  
Agenda  
Personnel  
(continued)*

**Program**

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 Program actions: 9.1 – 9.2

- 9.1 CPSE Recommendations for Summer 2015
  - a. Committee on Preschool Special Education
- 9.2 CSE/Sub CSE/504 Recommendations for the 2015-2016 School Year
  - a. Committee on Special Education
  - b. Sub Committee on Special Education
  - c. 504 Committee

Motion carried unanimously.

*Consent  
Agenda  
Program*

**Finance**

A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Finance actions: 10.1 – 10.2

- 10.1 Financial Reports
  - a. Treasurer's Report - June 2015
  - b. Extra Class Report – June 2015
  - c. Appropriations Status Report – July 1, 2014 – June 30, 2015
  - d. Revenue Status Report – July 1, 2014 – June 30, 2015
  - e. Claim Auditor's Report – June 2015
  - f. Payroll Audit Report – June 2015
- 10.2 Budget Transfers
  - a. Accept and approve Budget Transfer Reports for the period of June 26, 2015 through July 15, 2015, 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 Finance*

**Business**

A motion was made by Linda Eklund, seconded by Susan Binder, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Business actions: 11.1 – 11.4

- 11.1 2015 – 2016 School Year Contracts
  - a. Approve the contract between the Board of Education of the Shelter Island Union Free School District and Islip Tutoring Service, Incorporated, of Holbrook, NY, for student services. The term of said agreement shall be retroactive to July 1, 2015 through June 30, 2016; and authorize the Board President to execute said agreement.

*Consent  
Agenda  
Business*

- b. Authorize the extension of the following transportation contracts with Sunrise Bus, Incorporated, for the 2015-2016 School Year.
  - 1. Contract #261702 – On Island Occupational Education - \$44,359.20
  - 2. Contract #260360 – Sports - \$68.34/hour for a bus, \$62.73/hour for a van, with a yearly estimate of \$60,121.00
  - 3. Contract #260364 – Off Island Route #2 Private Schools - \$109,118.02, with a monitor for the year
  - 4. Contract #265592A – On Island Home to School - \$56,726.30, with a monitor for the year
  
- c. Authorize the contract between the Board of Education of the Shelter Island Union Free School District and Sunrise Bus, Incorporated, for summer transportation services with a monitor, at a cost of \$10,827.60. The term of said agreement shall be retroactive to July 6, 2015 through August 14, 2015; and authorize the Board President to execute said agreement.

11.2 Bid Rejection

- a. Approval to reject the School Lunch Product Item Bid #2015-16-01C by Mivila Foods, of Calverton, NY

11.3 Bids for the 2015-2016 School Year

- a. Approval to award the School Lunch Product Items Bid #2015-16-01C to:
  - 1. Donneson Provisions of Westhampton Beach, NY
  - 2. Calip Dairy d/b/a Big Apple Desserts of Bronx, NY

11.4 Amend Resolution Authorizing Best Value/Piggybacking

- a. Amend the motion of June 16, 2014 to include Town of Shelter Island and read as follows.

WHEREAS, the TCPN (The Cooperative Purchasing Network), US Communities Government Purchasing Alliance, NJPA ( National Joint Powers Alliance) & **Town of Shelter Island** has made available to other municipalities a contract for technology solutions, buildings & grounds supplies, food service supplies, office supplies, athletic supplies, instructional material and supplies as well as related supplies and equipment; and

WHEREAS, said contract for technology solutions, buildings & grounds supplies, food service supplies, office supplies, athletic supplies, instructional material and supplies as well as related supplies and equipment was let for bid consistent with the requirements of General Municipal Law, section 103; and

WHEREAS, the School District is permitted to utilize said contract in accordance with the terms and conditions of the bid and requirements of General Municipal Law, section 103; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby authorizes the purchase of technology solutions, buildings & grounds supplies, food service supplies, office supplies, athletic supplies, instructional material and supplies as well as related supplies and equipment from TCPN, NJPA, US Communities Government Purchasing Alliance, and **Town of Shelter Island** in accordance with the requirements of General Municipal Law, section 103.

Motion carried unanimously.

Facility - None

Items for Consideration - None

Facility

Items for  
Consideration

## Old Business

The Board discussed the various committees for the 2015-2016. Each Board Member submitted a list of committees they would like to be a part of. Following are the 2015-2016 committee members.

- Buildings & Grounds/Health & Safety: Tom Graffagnino & Mark Kanarvogel
- Policy: Elizabeth Melichar & Susan Binder
- Academic: Alfred Brigham, Sr., Susan Binder, & Kathleen Lynch
- Wellness: Linda Eklund & Kathleen Lynch
- Audit: Linda Eklund, Tom Graffagnino, & OPEN
- Shared Decision Making: OPEN
- Joint Professional Practices: Linda Eklund & OPEN

*Old Business*

## Director of Physical Education & District Operations Report

Mr. Gulluscio handed out to the Board and briefly reviewed, the new Secondary School Physical Education Grading Policy.

Mr. Gulluscio spoke about the District's new online athletic registration program, stating that it is streamlined, paperless, New York State compliant, and keeps a database of each student's information for future use.

Ms. Lynch asked Mr. Gulluscio if this program could also be used for permission slips. Mr. Gulluscio told Ms. Lynch he would look into it.

*Director of  
PE/District  
Operations  
Report*

## Academic Administrator's Report

Ms. Rylott reported that there are currently 63 students enrolled in this year's Summer School Program and that it is going well. Ms. Rylott also thanked the maintenance and custodial crew for having the building ready and available for this program.

Ms. Rylott informed the Board of Education that we are still awaiting the New York State ELA, Math and NYSESLAT assessment data and she will report on it as soon as it is available.

Following up on a request from parents earlier in the year, Ms. Rylott spoke about the Kindergarten assessment. The scores of the Kindergarten students in the 2014-2015 school year, were similar, if not better than the previous year. Ms. Rylott announced that she would be happy to meet with any parent to discuss the specifics of the data.

*Academic  
Administrator's  
Report*

## Superintendent's Report

Mr. Skuggevik mentioned that the District received a grant from the Department of Labor, allowing us to hire two (2) students this summer, free of charge to us and paid for by the Department of Labor. The students are working very well.

Mr. Skuggevik spoke about the danger of foul balls during baseball games at Fiske Field. In order to address the situation, the District purchased nets and a community member helped us to purchase deeply discounted poles. Mr. Michael Dunning, added to this report and stated that Cliff Clark was the community member who assisted in getting the discounted poles. Mr. Graffagnino publically thanked Mr. Clark.

*Superintendent's  
Report*

## Board Member Reports

Kathleen Lynch reported on the Academic Wall of Fame. She mentioned that the committee is still deciding on the final design of the wall, but will begin with framed photos of the 2015 Valedictorian and Salutatorian. There will also be a frame where the High Honor Roll and other honors will be highlighted. When students return in September, there will be a banner announcing the future Academic Wall of Fame.

Thomas Graffagnino welcomed Ms. Laura Mayo, new ESL teacher and thanked all who were involved in the interview process.

*Board Member  
Reports*

**Visitor Comments – None**

**Executive Session**

A motion was by made by Elizabeth Melichar, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 6:31 pm to discuss the employment of particular individuals, pursuant to Section 105(f) of the Public Officers Law.

Motion carried unanimously.

**Adjournment**

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

Motion carried unanimously.

The meeting adjourned at 8:42 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 August 17, 2015, at 6:00 pm, in the Conference Room.

*Visitor Comments*

*Executive Session*

*Adjournment*