

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

**REGULAR MEETING  
March 21, 2016**

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

Others Present: Mr. Leonard Skuggevik, Superintendent; Jennifer Rylott, Academic Administrator; Todd Gulluscio, Director of Physical Education/District Operations; Timothy Laube, School District Business Leader; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Connor Rice, Student Liaison; Julie Lane, Shelter Island Reporter; Mary Ellen McGayhey, Town of Shelter Island Videographer; 12 faculty/staff/student and 2 community residents

The meeting was called to order at 6:05 pm by President 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 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.

**Punt, Pass, Kick Awards Presentation**

Mr. Todd Gulluscio, Mr. Brian Becker, and Mr. Richard Osmer reported that students in grades 3-5 participated in the District’s first Punt, Pass, Kick contest and in the future they hope to join the national competition. At this time, the following students were recognized for winning the competition for their grade level, and were given certificates -- Janet Carbajal (grade 3), Sophie Clark (grade 4), Mary Gennari (grade 5), Alex Lopez (grade 4), Bazy Quigley-Dunning (grade 5), and Harrison Weslek (grade 3). (Note: Mary Gennari, Bazy Quigley-Dunning, and Harrison Weslek were in attendance to receive their certificates. The other students will be given their certificates in school.)

**Budget Presentation #4**

Mr. Laube welcomed everyone to the fourth budget presentation in preparation of the 2016-2017 school budget. Mr. Laube presented the topic of Capital, which included facilities, debt service, and cafeteria.

At this time, Mr. Thomas Graffagnino directed his fellow Board Members to begin reviewing the line by line budget document provided by Mr. Laube, as they will discuss it in detail at the April 4, 2016 Budget Workshop. Ms. Linda Eklund questioned the differences she was seeing between the line by line budget document that was issued today and the appropriation status report that was issued on Friday. Ms. Eklund was very concerned about these differences, and referred to the current budget as a “moving target”, insisting that this year’s numbers need to be finalized before decisions can be made about the 2016-2017 budget.

In response, Mr. Laube pointed out that the lines keep changing because he is cleaning up the budget lines to cut down on the number of budget transfers throughout the year. Mr. Skuggevik stated that the numbers will also change from one day to the next because bills are being paid on a daily basis.

Mr. Laube concluded his presentation with a review of the schedule of the dates and topics for the remaining 2016-2017 school budget meetings, and noted that all the meetings will begin at 6:00 pm. The schedule is as follows.

- March 28, 2016 – Budget Overview
- April 20, 2016 – Budget Adoption

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

**Public Hearing**

Shelter Island School District’s New York State Smart Schools Bond Act Preliminary Investment Plan 2015-2018

*Call to Order  
and Pledge of  
Allegiance*

*Mission  
Statement*

*Punt, Pass, Kick  
Awards  
Presentation*

*Budget  
Presentation*

*Public Hearing*

Mr. Skuggevik pointed out to everyone that there was an error on page one of the document they received. The document incorrectly stated that the District was allocated to receive \$2,806,902.00, instead of the correct amount of \$57,876.00. Mr. Skuggevik then explained that the money we are being allocated will be used for technology in our building.

*Public Hearing  
(continued)*

A motion was made by Linda Eklund, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby approves the Shelter Island School District's New York State Smart Schools Bond Act Preliminary Investment Plan 2015-2018, in the amount of \$57,876.00, for the purchase of technology to be used in the school building.

Motion carried unanimously.

*Visitor  
Questions*

#### **Visitor Questions – None**

*Consent  
Agenda*

#### **Consent Agenda**

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. Regular Meeting of February 25, 2016
  2. Special Meeting of March 1, 2016

Motion carried unanimously.

*Correspondence*

#### **Correspondence**

Mr. Graffagnino acknowledged receipt of a letter from a staff member.

*Presentations*

#### **Presentations**

##### Shelter Island Faculty Association (SIFA) Monthly Update

Mr. Brian Becker reported that Ms. Devon Treharne and Ms. Lynne Colligan are taking the Juniors and Seniors on a field trip to see the Crucible on Broadway, along with dinner at Carmine's restaurant. Mr. Becker highlighted that the tickets for the trip were subsidized by the Shelter Island Educational Foundation and the cost of dinner was subsidized by the Shelter Island Lions Club. Mr. Becker thanked both organizations for their generosity and support.

Mr. Becker also reported that the meditation classes for our students have continued, with additional grade levels being added, and that the faculty and staff will have the opportunity to experience it, as part of the Teacher Workshop Day scheduled for Thursday, March, 24, 2016.

##### Technology Update

Mr. Walter Brigham presented an overview of the District's first year of the iPad initiative, which included technology goals, most used tools, biggest challenges, applications, online assessments, and Google Docs. Mr. Brigham also spoke about how durable the iPads are, as compared to the Chromebooks.

Kathleen Lynch shared that it had been brought to her that students are playing games on their iPads, during classes. Ms. Lynch was concerned that our students are able to get through the security of our system to play games.

Mr. Brigham stated that if the game was age-appropriate, then a student could access it. However, he pointed out that this could happen on any type of computer and added that it is up to the teacher to effectively monitor the classroom. Mr. Brigham also shared that it is nearly impossible for students to access anything that would be deemed "inappropriate."

Next, Ms. Lynch inquired about the possibility of students being able to take home keyboards for the iPads. Mr. Brigham explained that keyboards were not budgeted for in the initial iPad proposal, and suggested that for the 2016-2017 school year, either they be included, or students be asked to purchase them. (Mr. Brigham added that the cost of a keyboard is less than \$20.)

Ms. Lynne Colligan shared that the Humanities Department still embraces paper books, marble notebooks, pens, etc., but uses technology when it's appropriate. Ms. Colligan also stated that she is hopeful that the Board of Education will not push to eliminate these types of items as part of the District's future technology plan.

The members of the Board of Education thanked Mr. Brigham for his presentation and for always keeping the District in the forefront of technology.

#### Prom 2016

Mr. James Bocca, Class of 2017 Advisor spoke to the Board of Education about Prom 2016, asking for permission to hold it on Saturday, May 21, 2016, from 6:30 pm – 10:00 pm, at Gardiner's Bay Country Club.

A motion was made by Mark Kanarvogel, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby approves Prom 2016 to be held on Saturday, May 21, 2016, from 6:30 pm – 10:00 pm, at Gardiner's Bay Country Club.

Motion carried unanimously.

#### 2017 Senior Class Trip Proposal

Mr. Bocca, along with Nicolette Frasco, member of the Class of 2017, presented a proposal for the 2017 Senior Class Trip. The class would like to travel to Washington DC for the Presidential Inauguration, on January 18, 2017 – January 21, 2017. The cost per student would be \$1,113.00 and students will continue to fundraise to significantly lower the out of pocket cost.

The members of the Board of Education were very excited about the educational value of this trip. 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 20, 2016, at 6:00 pm, in the Conference Room.

#### **Personnel**

A motion was made by Linda Ekund, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 10.1 – 10.2

##### 10.1 Rescind Motion

- a. Rescind the following motion of August 17, 2015, effective retroactively to February 22, 2016

Appoint William Alan Garrison, Substitute Teacher for the 2015-2016 School Year, at \$110 per day (certified or 4 year degree)

##### 10.2 Additional Substitute Teacher for the 2015-2016 School Year at \$110 per day (Certified or 4-Year Degree), Pending Clearance for Employment by the NYS Department of Education (fingerprint initiative)

- a. Christian Napolitano

Motion carried unanimously.

#### **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 action: 11.1 – 11.3

##### 11.1 CSE/504 Recommendations for the 2015-2016 School Year

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

##### 11.2 CSE/504 Recommendations for the 2016-2017 School Year

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

11.3 Emergency Response Plan

- a. New York State Guide to School Emergency Response Planning Napolitano

Motion carried unanimously.

*Consent  
Agenda  
Program  
(continued)*

Before voting on Program action 11.4 2016 Senior Class Trip, Ms. Elizabeth Melichar stated that she was struggling with approving the \$4,000 cost of the substitutes and chaperones for a trip that only 11 out of 19 students are attending. There was no further discussion so President Graffagnino asked for a motion to approve the trip.

A motion was made by Mark Kanarvogel, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program action: 11.4

11.4 2016 Senior Class Trip

- a. Approve the 2016 Senior Class Trip to Williamsburg, Virginia, on Wednesday, May 11, 2016 – Sunday, May 15, 2016

Motion carried unanimously.

*Consent  
Agenda Finance*

**Finance**

A motion was made by Kathleen Lynch, seconded by Susan Binder, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Finance actions: 12.1 – 12.2

12.1 Financial Reports

- a. Treasurer’s Report – January 2016
- b. Treasurer’s Report – February 2016
- c. Extra Class Report – January 2016
- d. Extra Class Report – February 2016
- e. Appropriations Status Report
- f. Revenue Status Report
- g. Claim Auditor’s Report – January 2016
- h. Payroll Audit Report – January 2016

12.2 Budget Transfers

- a. Accept and approve Budget Transfer Reports for the period of February 23, 2016 through March 8, 2016, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

Motion carried unanimously.

At this time, Ms. Linda Eklund asked a few specific financial questions and all of her questions were answered to her satisfaction.

*Consent  
Agenda  
Business*

**Business**

A motion was made by Mark Kanarvogel, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Business actions: 13.1

13.1 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Ace Canvas & Tent Corporation, of Ronkonkoma, NY, in the amount of \$3,655.00, for the rental of a tent and folding chairs, to be used for end of the year ceremonies; and authorize the Board President to execute said agreement.

Motion carried unanimously.

*Consent  
Agenda Facility*

**Facility**

A motion was made by Mark Kanarvogel, seconded by Susan Binder, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Facility action: 14.1

- 14.1 Excessing Materials – Broken – No Value – One of Each  
a. Hewlett Packard Laserjet 3600n Printer – Shelter Island Barcode 003014  
Hewlett Packard Laserjet 4610 Printer – Shelter Island Barcode 20090430

Motion carried unanimously.

*Consent Agenda  
Facility  
(continued)*

*Items for  
Consideration*

**Items for Consideration**

Re-Organization Meeting Date

A motion was made by Susan Binder, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby sets its Re-Organizational Meeting for Tuesday, July 12, 2016, at 6:00 pm, in the Conference Room.

Motion carried unanimously.

Ad for “The Drowsy Chaperone” Play Program

Members of the Board of Education discussed the idea of using their own funds to purchase an ad in the program for “The Drowsy Chaperone”. Mr. Graffagnino informed his fellow Board Members that if they were interested in chipping in for an ad, they should see him at the end of the meeting.

*Old Business*

*Director of  
Physical  
Education &  
District  
Operations  
Report*

**Old Business - None**

**Director of Physical Education & District Operations Report**

Spring Sports Update

Mr. Gulluscio shared a photo of the newly built baseball dugouts on Fiske Field and a photo of the new softball scoreboard that is now mounted on the school shed. Mr. Gulluscio thanked all of those involved in making the dugouts a reality – Michael Dunning, Ian Weslek, Watermill Lumber, Darin Binder, and Fred Hyatt.

*School District  
Business Leader*

*Academic  
Administrator’s  
Report*

Family Bowling Night

Mr. Gulluscio announced that the Physical Education Department will host a Family Bowling Night for grades 3-5, on April 6, 2016, at 6:00 pm – 8:00 pm, in the Gymnasium. Mr. Gulluscio thanked Mr. Brian Becker and Mr. Richard Osmer for creating the event, and also thanked Mrs. Stephanie Sareyani for assisting with the student created invitations.

**School District Business Leader Report - None**

**Academic Administrator’s Report**

Shelter Island School Alumni Network Survey

Ms. Rylott announced that the school has developed an Alumni Network Survey and mentioned that the link to survey can be found on the school website, and on the school’s Facebook page. Ms. Rylott also asked Ms. Julie Lane, of the Reporter to highlight it in an upcoming issue of the Reporter. Ms. Rylott explained that the purpose of the survey is to make contact with our alumni, in the hopes of starting a mentorship program between them and our current students. Ms. Rylott added that she is also hoping to have our alumni highlighted in future issues of the Reporter, in a “Where Are They Now” type of article.

Pre-K Interest Survey

Ms. Rylott mentioned that our Pre-K Interest Survey hasn’t received many responses. In order to try to reach more families, the survey was included in the Kindergarten Registration ad, in the March 23, 2016 issue of the Reporter.

Kidsday Class of the Week Interview

Ms. Rylott reported that the 5<sup>th</sup> grade students have been working diligently on the Kidsday Class of the Week project. The students who put in the most effort for this project were chosen to attend one of two events. Some of those chosen, participated in the Long Island Children’s Museum exhibit, “Climb It,” while the others interviewed Henry Winkler and Lin Oliver, co-authors of the “Hank Zipzer” book series.

*Superintendent’s  
Report*

**Superintendent’s Report**

New Teacher Induction Academy

Mr. Skuggevik reviewed a draft of a new teacher academy for the new hires that will replace this year's retirees. Mr. Skuggevik stated that he will work with administrators and faculty to further develop the academy.

Ms. Lynch voiced concern about how this differed from the current mentor program, common planning, and various meetings that take place throughout the school year because the teachers already use these opportunities to bring our new teachers along. Ms. Lynne Colligan weighed in, stating something similar was done when she was hired, along with four (4) other newly hired teachers and it worked well. Mr. Brian Becker pointed out that last time, the administration and Shelter Island Faculty Association collaborated on the event and stated that he was hopeful that this time would be done the same way. Mr. Skuggevik responded that it will definitely be a collaborative effort.

### **Board Member Reports**

Ms. Kathleen Lynch reported that the PTSA sponsored Spring Fling Dance was a great success, and thanked all of those who set up, chaperoned, donated food, etc. As the dance was so successful, the PTSA has decided to make it one of their annual events. Ms. Lynch also reported that Mr. Brian Becker is doing a phenomenal job with the meditation program and the teachers will have the opportunity to learn more about the program at Teacher Workshop Day, on Thursday, March 24, 2016. In closing, Ms. Lynch shared that she and Ms. Laura Mayo have started a support group for the parents of our English Language Learners. The program takes place at the Legion Hall on Tuesdays, at 4:30 pm. Ms. Lynch thanked Ms. Mayo for volunteering her time and services.

Ms. Susan Binder reported that the Policy Committee continues to review policies. Ms. Binder also announced that the Shelter Island Drama Club production of "The Drowsy Chaperone" opens on Thursday, April 7, 2016, at 7:00 pm, and runs through Sunday, April 10, 2016. Ms. Binder encouraged everyone to come out to see it, stressing how hard our students have worked on the production.

Mr. Mark Kanarvogel stated that the ball fields look phenomenal and thanked Mr. Michael Dunning and his crew. Mr. Kanarvogel also pointed out that the budget line for subcontractor work has actually decreased because of the skills that Mr. Dunning brings to the District. In closing, Mr. Kanarvogel mentioned that all of the Town Emergency Services participated in a lockdown drill at the school, which included locking down the center of town. Mr. Kanarvogel stated that the drill went very well.

Mr. Thomas Graffanino reported that he and Ms. Eklund, as President and Vice President of the Board of Education, along with Administration, met with the Shelter Island Faculty Association Negotiations Committee and negotiations continue to go well.

Ms. Linda Ekund reported that the Wellness Committee will be meeting again in the near future. Ms. Eklund also announced the Empty Bowls Fundraiser, which will be held in the School Cafeteria, on Sunday, April 3, 2016.

Ms. Elizabeth Melichar also spoke about the Policy Committee continuing to review policies and mentioned there will be a first read for a few policy revisions on an upcoming agenda.

### **Student Liaison Report**

Mr. Connor Rice thanked everyone who participated in or helped with the Student Council March Madness Basketball Event.

### **Visitor Comments**

Mr. James Bocca raised the point that board meetings are so routine and serious. Therefore, Mr. Bocca recommended that the members of the Board of Education read a poem or add classic art work to the walls of the conference room, in an attempt to bring "beauty" into the somewhat mundane environment. The Board Members were in favor of the idea and put Mr. Bocca in charge of making it happen.

### **Executive Session**

A motion was made by Mark Kanarvogel, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 8:18 pm, to discuss the employment of a particular individual in the District pursuant to Section 105 (e).

Motion carried unanimously.

*Superintendent's  
Report  
(continued)*

*Board Member  
Reports*

*Student Liaison  
Report*

*Visitor  
Comments*

*Executive Session*

**Adjournment**

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

Motion carried unanimously.

The meeting adjourned at 8:52 pm.

\_\_\_\_\_  
Jacqueline Dunning  
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday March 28, 2016, at 6:00 pm, in the Conference Room.

*Adjournment*