

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

REGULAR MEETING
January 11, 2016

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

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; Christopher Tehan, Town of Shelter Island Videographer; 15 faculty/staff/student and 3 community residents

The meeting was called to order at 6:00 pm by President Graffagnino, followed by the Pledge of Allegiance.

Mark Kanarvogel 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.

At this time, Mr. Graffagnino informed the public that he was going to change the order of the agenda, as the presenters of the Audit Report needed to travel to another meeting this evening.

Audit Report

Mr. Ted Campbell and Mr. Sean O’Malley, the District auditors from Nawrocki Smith, reviewed the scope of their audit ending June 30, 2015. They reported that they found no significant deficiencies and of the eleven (11) prior deficiencies of the District, four (4) have been successfully implemented, and seven (7) are either in the process of being implemented or require further consideration.

At this time, President Graffagnino asked Mr. Campbell to review the Fund Balance issue that the New York State Comptroller’s Office cited the District for in 2014. Mr. Campbell explained that the District was cited for having double the allowable limit in the Fund Balance, and recognized that the District is currently taking measures to reduce the Fund Balance to within the allowable limit.

A motion was made by Susan Binder, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent to accept and approve the audit reports for the fiscal year ending June 30, 2015.

Motion carried unanimously.

Budget Presentation #1

Mr. Skuggevik welcomed everyone to the first presentation that will be held in preparation of the 2016-2017 school budget and reviewed the academic highlights of the 2015-2016 school year. Mr. Skuggevik then turned the presentation over to Mr. Timothy Laube, School District Business Leader. Topics presented by Mr. Laube included, Typical Budgeting Issues, Tax Cap Update, and 2016-2017 Salaries and Benefits. Mr. Laube reviewed 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.

- February 8, 2016 – Administration
- March 14, 2016 – Educational Program
- March 21, 2016 – Capital
- March 28, 2016 – Budget Overview
- April 20, 2016 – Budget Adoption

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

*Call to Order
and Pledge of
Allegiance*

*Mission
Statement*

Audit Report

*Budget
Presentation*

Visitor Questions – None

Visitor Questions

Consent Agenda

Consent Agenda

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

- a. Approval of Minutes
 - 1. Regular Meeting of December 16, 2015
 - 2. Special Meeting of January 6, 2016

Motion carried unanimously.

Correspondence

Correspondence - None

Presentations

Presentations

SIFA Monthly Update

Ms. Jessica Bosak, Music Teacher, spoke about the new General Music Class being offered this year. The most recent class assignment consisted of each student choosing an artist in music history to research and create a PowerPoint presentation to present to the class. Ms. Bosak reported that the students' research and presentations were so thorough, the individual presentations each took up a complete 40 minute period. In closing, Ms. Bosak stated that the project was even more successful than she had expected.

Internship Program Update

Ms. Michelle Corbett, Special Education Teacher, reviewed the new Internship Class; highlighting the foundation skills being taught through the program, and the specific experiences our students have had so far this year.

*Consent Agenda
Personnel*

Personnel

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: 9.1

- 9.1 Tenure Recommendation
 - a. Approval of the tenure recommendation of Mary Kanarvogel, in the tenure area of School Nurse Teacher, effective February 1, 2016

Motion carried. Mark Kanarvogel recused himself.

At this time, Kathleen Lynch read a statement about Mary Kanarvogel. Ms. Kanarvogel thanked the Board of Education and Administration for their continued support.

A motion was made by Linda Eklund, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 9.2 – 9.3

- 9.2 Amend Motion
 - a. Amend the motion of December 16, 2015 from:
 - Accept the resignation of Jerome Mundy, School Monitor, effective December 23, 2015.
 - to read as follows:
 - Accept the resignation of Jerome Mundy, School Monitor, effective December **18**, 2015.
- 9.3 Childcare Leave
 - a. Approve a contractual childcare leave of absence for Debra Sears, Special Education Teacher, to commence on or about April 18, 2016 through June 3, 2016, with said period credited towards the employee's FMLA leave of absence.

Motion carried unanimously.

Program

A motion was made by Susan Binder, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program action: 10.1 – 10.2

- 10.1 Second Reading and Adoption
 - a. Policy #8460 – Field Trips and Excursions
- 10.2 CSE Recommendation for the 2015-2016 School Year
 - a. Committee on Special Education

Motion carried unanimously.

Finance

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 Finance actions: 11.1 – 11.2

- 11.1 Financial Reports
 - a. Appropriations Status Report
 - b. Revenue Status Report
 - c. Claim Auditor’s Report – December 2015
 - d. Payroll Audit Report – December 2015
- 11.2 Budget Transfers
 - a. Accept and approve Budget Transfer Reports for the period of December 9, 2015 through January 6, 2016, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

Motion carried unanimously.

Business

A motion was made by Linda Eklund, 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 – 12.2

- 12.1 Awarding Bids for the Shelter Island Bond Issue Renovations - Rebid
 - a. G. Construction Enterprises, LLC, Bay Shore, NY - General Contractor
 - b. Dominion Construction Corporation, Farmingdale, NY – Mechanical Contractor
 - c. Palace Electrical Contractors, Incorporation, Wantagh, NY – Electrical Contractor
- 12.2 Rejecting Bids for the Shelter Island Bond Issue Renovations - Rebid
 - a. Hirsch & Company, LLC, Center Moriches, NY
 - b. JNS Heating Service, Incorporated, Ronkonkoma, NY
 - c. Accord Sales, Incorporated, Babylon, NY
 - d. SJ. Hoerning Construction, Incorporated, Bay Shore, NY
 - e. LEB Electric LTD, Copaigue, NY
 - f. Lake Grove Electric Company, Incorporated, East Setauket, NY

Motion carried unanimously.

Facility – None

Items for Consideration

Pre-K Program

Mr. Skuggevik discussed the possibility of bringing all 4 year old students (Pre-Kindergarten) into our building, as opposed to taking only 6 by lottery, while the rest attend the preschool program housed at the Shelter Island Presbyterian Church. Mr. Skuggevik explained that Mrs. Jennifer Rylott had put forth a proposal for this and he fully supports it. (Said proposal had previously been shared with the Board of Education.) Mr. Skuggevik then asked the Board of Education to consider this program for future budget workshops. Members of the Board of

*Consent Agenda
Program*

*Consent Agenda
Finance*

*Consent Agenda
Business*

*Consent Agenda
Facility*

*Items for
Consideration*

Education asked that a committee be formed to determine the feasibility of this Pre-Kindergarten program proposal and the specific members to sit on this committee were then discussed.

A motion was made by Elizabeth Melichar, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby approves the creation of a Pre-Kindergarten Committee and such committee will consist of the following members.

- Mr. Leonard Skuggevik, Superintendent
- Ms. Jennifer Rylott, Academic Administrator
- Mr. Alfred Brigham, Sr., Board of Education
- Ms. Susan Binder, Board of Education
- Ms. Kathleen Lynch, Board of Education
- Shelter Island Preschool Board Members

Motion carried unanimously.

Old Business - None

Director of Physical Education & District Operations Report

Student Interest Survey

Mr. Gulluscio reported that he has completed this year's student interest survey, is currently tabulating the results, and will report his findings at the next board meeting.

Foul Ball Protection

Mr. Gulluscio also shared that the poles for the foul ball protection on the school's baseball field at Fiske Field have been installed. Mr. Gulluscio thanked several community members for their contribution to this project.

Academic Administrator's Report

PTSA Holiday Boutique

Ms. Rylott thanked the PTSA for another successful Holiday Boutique, stating that they did a phenomenal job again this year.

While thanking the PTSA, Ms. Rylott also announced that the Town's new Social Worker, Andrea Nydegger will be at the next PTSA meeting, on Wednesday, January 13, 2016, and encouraged everyone to come out to meet her.

Library Collaboration

Ms. Rylott thanked Ms. Jamie LaGasse, the new children's librarian at the Shelter Island Public Library. Ms. LaGasse has made a connection with the school, working with Ms. Rylott to bring forth programs that will be beneficial to our students.

Superintendent's Report

Legislative Update

Mr. Skuggevik explained there has been another change made with regards to APPR and he is awaiting additional guidance from the New York State Education Department, which is expected by the end of the week. Mr. Skuggevik also reported that he will be attending another Educational Task Force meeting in March.

Board Member Reports

Ms. Kathleen Lynch clarified that the Academic Wall of Fame, which is a work in progress, will feature plaques engraved with the names of the Valedictorians and Salutatorians. Ms. Lynch clarified, there will only be photos of the current Valedictorian and Salutatorian, and each year the photos will be updated to reflect the new recipients of the titles.

Mr. Thomas Graffagnino thanked the Shelter Island Preschool Board for inviting him to the Preschool Holiday Concert. Mr. Graffagnino shared that he very much enjoyed the event.

*Items for
Consideration
(continued)*

Old Business

*Director of
Physical
Education &
District
Operations
Report*

*Academic
Administrator's
Report*

*Superintendent's
Report*

*Board Member
Reports*

Student Liaison Report

Mr. Connor Rice informed the Board of Education that members of the Shelter Island Student Council are meeting with members of the Greenport and Southold Student Councils to discuss an Interschool Dance.

Student Liaison Report

Visitor Comments

Ms. Victoria Weslek, Shelter Island Preschool Board President thanked the Board of Education and the Administration for their continued support for making pre-kindergarten available to all, while making sure the Shelter Island Preschool remains a viable part of the community.

Visitor Comments

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 7:28 pm, to discuss negotiations and the employment of particular individuals in the District pursuant to Section 105(e).

Executive Session

Adjournment

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

Adjournment

Motion carried unanimously.

The meeting adjourned at 9:03 pm.

Jacqueline Dunning
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday February 8, 2016, at 6:00 pm, in the Conference Room.