

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

**BUDGET ADOPTION/REGULAR MEETING
April 20, 2016**

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

Others Present: 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; Julie Lane, Shelter Island Reporter; Chris Tehan, Videographer; Connor Rice, Student Liaison; John Hildebrand, Newsday Reporter; 6 faculty/staff/ student and 5 community resident/other

The meeting was called to order at 6:00 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.

2016-2017 Budget Presentation

Mr. Laube welcomed everyone to the 2016-2017 Proposed Budget Presentation. The items presented were as follows.

- Proposed Budget
- Proposed Budget Development Recap
- Three-Part Component Budget
- Property Tax Report Card
- Budget Calendar

To wrap up his presentation, Mr. Laube reviewed some important dates. The specific dates are as follows.

- May 9, 2016 – Public Budget Hearing
- May 17, 2016 – School Budget Vote

At this point, Mr. Laube opened the floor to questions. Mr. Graffagnino asked Mr. Laube to explain the various bonds. Mr. Laube explained that the 1991 bond was used to build the newest wing of the school and it matured in 2010. In 2012 a new bond was approved by tax payers for much needed renovations and a new generator, and in 2014 another new bond was approved for replacement of the outdated, failing heating system/boilers.

A motion was made by Linda Eklund, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board hereby approves the recommendations of the Superintendent on the following Business Actions: 4.1 – 4.2

4.1 2016-2017 School Budget

- a. Adoption of the proposed budget for the fiscal year 2016-2017 as presented for balloting

4.2 School Property Tax Report Card

- a. Approval of the 2016-2017 School Property Tax Report Card as presented and required by State Education Law Sections 1608, 1716(7) and 2601-a(3)

Motion carried unanimously.

Visitor Questions - None

Consent Agenda

*Call to Order
and Pledge of
Allegiance*

*Mission
Statement*

*Budget
Presentation*

*Budget
Adoption and
School Property
Tax Report Card*

*Visitor
Questions*

*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. Budget Presentation of March 14, 2016
 - 2. Budget Presentation/Regular Meeting of March 21, 2016
 - 3. Budget Presentation of March 28, 2016
 - 4. Budget Discussion of April 4, 2016

Motion carried unanimously.

Correspondence

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

Presentation

On behalf of Ms. Jessica Bosak, Chorus Teacher and Mr. Keith Brace, Band Teacher, Mr. Becker shared that the music department is inviting members of the community and former alumni to perform a song with the band and/or chorus at this year's Grades 8-12 Spring Concert, on June 1, 2016, at 7:30 pm, in the Auditorium.

Next, Mrs. Stephanie Sareyani, explained the AP Art Course that she teaches and then introduced one of her AP Art students, Ms. Colibri Lopez. Ms. Lopez explained her love of art, the amount of time she puts into her work and then shared several pieces of her artwork with the members of the Board of Education.

Next, Ms. Emily Hyatt spoke about the Intel Science Research program she has been involved in for the past three years. Ms. Hyatt shared her recent success with Protein Crystallography and is planning on publishing her findings in a high school science journal.

Mr. Daniel Williams, Intel Science Research teacher complimented Ms. Hyatt for her perseverance because science is a lot about failure, of which Ms. Hyatt experienced, but she plowed through and kept working, and in the end she was able to obtain really good data from her research.

Personnel

A motion was made by Mark Kanarvogel, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Personnel Actions: 9.1 – 9.6

9.1 Home Instruction

- a. Approve Sean Brennan for Home Instruction, effective March 30, 2016, at a rate of \$65.04 per hour, not to exceed 10 hours
- b. Approve Sean Brennan for Home Instruction, effective April 6, 2016 through June 7, 2016, at a rate of \$65.04, not to exceed 40 hours
- c. Approve James Bocca for Home Instruction, effective April 6, 2016 through June 7, 2016, at a rate of \$65.04, not to exceed 20 hours
- d. Approve Lynne Colligan for Home Instruction, effective April 6, 2016 through June 7, 2016, at a rate of \$65.04, not to exceed 20 hours

9.2 Childcare Leave

- a. Approve a contractual childcare leave of absence for Kerri Knipfing, Elementary Teacher, to commence on or about June 20, 2016 through June 24, 2016, with said period credited towards the employee's FMLA leave of absence.
- b. Approve an unpaid childcare leave of absence for Kerri Knipfing, Elementary Teacher, to commence on September 1, 2016 through November 11, 2016, with said period credited towards the employee's FMLA leave of absence.

9.3 Medical Leave

- a. Approve a medical leave of absence for Donna Clark, Clerk Typist, to commence on June 13, 2016 through August 5, 2016, with said period credited towards the employee's FMLA leave of absence.

*Consent
Agenda
Approval of
Minutes*

*Correspondence
Presentation*

*Consent
Agenda
Personnel*

9.4 Vote Chairperson

- a. Appointment of Linda Eklund, Vice-President, Board of Education, as the chairperson for the Annual Meeting/Budget Vote on May 17, 2016.

9.5 Poll Workers

- a. Approval of the following poll workers for the Annual Meeting/Budget Vote on May 17, 2016, at a rate of \$125 per day

Lew Corbett	Bettianne Morritt
Lois Corbett	Thomas Morritt

9.6 Certified Payroll Record Designee

WHEREAS New York State Labor Law, section 220 requires that contractors engaged by a school district for construction work are required to pay prevailing wages to their workers, and;

WHEREAS all contractors and subcontractors referenced above are required to submit certified payroll records to the school district in connection with their obligation to pay prevailing wage;

NOW THEREFORE BE IT RESOLVED that Timothy Laube is hereby designated to be the individual responsible for the receipt, collection and review for facial validity of certified payroll records.

Motion carried unanimously.

Program

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

10.1 – 10.4

10.1 CSE/504 Recommendations for the 2015-2016 School Year

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

10.2 CSE/Sub CSE/504 Recommendations for the 2016-2017 School Year

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

10.3 2017 Senior Class Trip

- a. Approve the 2017 Senior Class Trip to Washington DC for the Presidential Inauguration, on Wednesday, January 18, 2017 – Saturday, January 21, 2017

10.4 First Reading of Policy

- a. Policy #5220 – District Investment
b. Policy #6122 – Employee Grievances
c. Policy #7313 – Suspension of Students
d. Policy #8130 – Equal Educational Opportunities

Motion carried unanimously.

Finance

A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Finance Actions:

11.1 – 11.3

11.1 Financial Reports

- a. Treasurer's Report – March 2016
b. Extra Class Report – March 2016
c. Appropriation Status Report
d. Revenue Status Report
e. Claim Auditor's Report – March 2016

Consent
Agenda
Personnel
(continued)

Consent
Agenda
Program

Consent
Agenda
Finance

f. Payroll Audit Report – March 2016

11.2 Budget Transfers

a. Accept and approve Budget Transfers, for the period of March 9, 2016 through April 13, 2016, in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

11.3 Tax Deferred Annuity Plan (403(b)) for Employees

a. Approval to add AXA Equitable Life Insurance Company to OMNI's approved vendor list

Motion carried unanimously.

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 – 12.2

12.1 Private School Transportation

a. Approval to transport sixteen (16) students to the following private schools for the 2016-2017 school year:

1. Ross Lower School – Bridgehampton, NY (2 students)
2. Ross Upper School – East Hampton, NY (3 students)
3. Hayground School – Bridgehampton, NY (10 students)
4. Child Development Center of the Hamptons Charter School, East Hampton, NY (1 student)

12.2 Contracts

a. Approve the contract for Joint Municipal Cooperative Bidding with Eastern Suffolk BOCES for the 2016-2017 School Year; and authorize the Board President to execute said agreement.

Motion carried unanimously.

Facility - None

Items for Consideration - None

Old Business - None

Director of Physical Education/District Operations Report

Family Bowling Night

Mr. Gulluscio reported that on April 6, 2016 the Physical Education Department hosted the second annual Family Bowling Night and a great time was had by all. Mr. Gulluscio also noted that the department is considering the addition of another type of family night event to be held in the Fall.

Head Injury Association Forum

Mr. Gulluscio reported that on March 30, 2016, he along with Mary Kanarvogel attended a Head Injury Association Forum where Dr. Bennet Omalu was the keynote speaker. Dr. Omalu is the person who discovered Chronic Traumatic Encephalopathy (CTE).

Academic Administrator's Report

New York State English Language Arts & Math Assessments

Ms. Jennifer Rylott reported that for the New York State English Language Arts exam, for students in grades 3-8, the District had a participation rate of 54% and for the New York State Math exams for students in grades 3-8, the participation rate for our District, was 58%. This is much lower than the 95% participation rate required by the State, but not very different from last year.

The Empty Bowls Fundraiser

Ms. Rylott was pleased to announce that the Shelter Island Edible School Garden "Empty Bowls" fundraiser was very successful, again this year, raising over \$3,000. Ms. Rylott also shared that there were several student volunteers this year and this added so much more to the event.

*Consent
Agenda Finance
(continued)*

*Consent
Agenda
Business*

Facility

*Items for
Consideration*

Old Business

*Director of
Physical
Education/
District
Operations
Report*

*Academic
Administrator's
Report*

The Drowsy Chaperone

Ms. Rylott congratulated the cast and crew of The Drowsy Chaperone, along with The Kaasiks for a phenomenal job. Ms. Rylott couldn't stress enough how wonderful the performances were. In fact, almost every show sold out.

Academic Administrator's Report (continued)

Superintendent's Report

Science Teacher Nominations

Mr. Skuggevik announced that Mr. Daniel Williams and Ms. Sharon Gibbs have been nominated for the Science Teachers Association of New York State Awards – Mr. Williams at the high school level and Ms. Gibbs at the Junior High level.

Superintendent's Report

New Teacher Induction Update

Mr. Skuggevik explained that he will be holding a meeting with the new teachers and the newly tenured teachers to begin the creation of a new teacher induction program.

Pre-K Update

As the District intends on moving forward with a full day Pre-Kindergarten program, Administration met with representatives of the Shelter Island Preschool. The representatives are happy that the District will offer a full day program, but they do have concerns about the funds they will lose. Mr. Skuggevik did state that the District would work with the Preschool to help them create new programs. The Preschool will also reach out to the Town of Shelter Island to ask for assistance.

Board Member Reports

Ms. Kathleen Lynch reported about Mr. Michael Cox's 5th Grade Class Body Project exhibit and said it was very impressive.

Board Member Reports

Mr. Thomas Graffagnino spoke about how terrific The Drowsy Chaperone was and added that he hopes Mr. Kaasik will continue to produce the play. Mr. Graffagnino also thanked Administration and his fellow board members for all of the hard work that was put into creating the 2016-2017 budget.

Ms. Elizabeth Melichar reported that the Policy Committee continue to review policies and reminded that once a policy is adopted, it is posted on the school website.

Student Liaison Report

Student Liaison Report

Mr. Connor Rice reported that Student Council will hold a car wash on Saturday, April 30, 2016.

Visitor Comments

Visitor Comments - None

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 6:48 pm, to discuss the employment of particular individuals in the District pursuant to Section 105 (e).

Executive Session

Motion carried unanimously.

Adjournment

A motion was made by Alfred Brigham, Sr., seconded by Elizabeth Melichar, to adjourn the meeting.

Adjournment

Motion carried unanimously

The meeting adjourned at 7:01 pm.

Jacqueline Dunning
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday, May 9, 2016, at 6:00 pm, in the Conference Room.