

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

**REGULAR MEETING**  
June 15, 2015

- Members Present: Stephen Gessner, Thomas Graffagnino, Elizabeth Melichar, Linda Eklund, Mark Kanarvogel; and Marilyn Pysher
- Others Present: Leonard Skuggevik, Superintendent; Jennifer Rylott, Academic Administrator; Todd Gulluscio, Director of Physical Education and District Operations; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Julie Lane, Shelter Island Reporter; Mary Ellen McGayhey, Shelter Island Town Videographer; 12 faculty/staff/student and 3 community resident/other
- Absent: Alfred Brigham, Sr.; Elizabeth Dunning, Student Liaison

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

A motion was made by Marilyn Pysher, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 6:05 pm to discuss the employment of a particular individual(s) in the district pursuant to Section 105(f) of the Public Officers Law.

Motion carried unanimously.

Marilynn Pysher 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.

**Visitor Questions - None**

**Consent Agenda**

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

- a. Approval of Minutes
  - 1. Public Budget Hearing/Regular Meeting of May 11, 2015
  - 2. Annual District Meeting and Election of May 19, 2015
  - 3. Special Meeting of June 1, 2015

Motion carried unanimously.

**Correspondence - None**

**General Presentation**

Mrs. Martha Tuthill presented the post-secondary plans for the Class of 2015, along with the diploma types they will receive.

Mrs. Tuthill also gave a brief update about the Academic Wall of Fame. The committee met once and determined that the Wall of Fame will consist of the Valedictorian and Salutatorian for each year, going back as far as the committee can research. The Shelter Island Faculty Association (SIFA) has agreed to give the committee \$300 towards this project. Mrs. Tuthill mentioned that depending on the final design, the committee may have to fundraise for additional funds.

On behalf of the Shelter Island Faculty Association (SIFA), Mr. Brian Becker wished Dr. Gessner and Mrs. Pysher, whose Board Member terms expire on June 30, 2015, the best of luck. Mr. Becker then gave a brief overview of the exciting projects that are taking place in the elementary classrooms. These projects

*Call to Order &  
Pledge of  
Allegiance*

*Executive  
Session*

*Mission  
Statement*

*Visitor Questions*

*Consent Agenda  
Approval of  
Minutes*

*Correspondence*

*General  
Presentation*

include, but are not limited to, Mr. Bryan Knipping's Spanish/Latin/Greek classes for students in grades K-5, Mr. Cox's architectural design project, and the 5<sup>th</sup> grade Oral Comprehension Projects (OCPs). At this point, Mrs. Jennifer Rylott continued the discussion of the OCPs, as she was scheduled to report on them later on the agenda. Ms. Rylott was excited to share that the entire process for the OCPs was amazing. The students had no fear while presenting. They were extremely comfortable and confident. Ms. Rylott gave kudos to Mr. Cox and Dr. Emmett, along with all of the students.

Ms. Jessica Bosak continued the overview of the elementary projects. In grade 2, students are designing and building their own castles, grade 3 is designing and building their dream bedrooms, grade 2 is working on a biography project and grade 3 is learning how to become advertisers.

Next, Olivia Garrison shared photos and stories about the 2015 Senior Class Trip to St. Augustine, FL and thanked the Board of Education for allowing this trip to take place.

**Presentation Requiring Board Approval**

The 8<sup>th</sup> Grade Class Officers; Liam Adipietro, Emma Gallagher, Lauren Gurney, Abigail Kotula, and Henry Binder presented the itinerary for the 8<sup>th</sup> Grade Disney Youth Education Trip and asked the members of the Board of Education for approval to attend the trip on November 15, 2015 through November 19, 2015.

A motion was made by Mark Kanarvogel, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby approves the eighth grade class to attend the Disney Youth Education Trip on Sunday, November 15, 2015 through Thursday, November 19, 2015.

Motion carried. Marilyn Pysker opposed.

Jennifer Rylott announced that Ann-Marie McClean, Class of 1983 Shelter Island Graduate, donated \$450 worth of new books to the elementary classes in memory of her mother, Lenora J. McClean, who was the Dean of the School of Nursing for twenty-three (23) years and a life-long educator. In correspondence to the school, Ms. McClean stated that she believes her mom would be touched by this donation to a school that nurtured all four (4) of her children.

A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the donation of Elementary level books from Ann-Marie McClean, in memory of her mother, Lenora J. McClean, valued at \$450

Motion carried unanimously.

**Personnel**

A motion was made by Mark Kanarvogel, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Personnel action: 8.1

8.1 Appointment of Personnel

Summer School 2015

- a. Appoint Virginia Gibbs, as Summer School Coordinator, at a rate of \$1,376.45, effective June 16, 2015.
- b. Appoint the following personnel for the summer school program, effective July 6, 2015 through July 31, 2015, at his/her individual hourly rate:
  - 1. James Bocca
    - i. Intensive Literacy Block, 6-8; 16 hours
    - ii. LEAP Into Learning Literacy, K-6; 8 hours
  - 2. Virginia Gibbs
    - i. LEAP Into Learning Math, K-8; 40 hours

*General  
Presentation  
(continued)*

*Presentation  
Requiring Board  
Approval*

*Consent Agenda  
Personnel*

3. Jennifer Gulluscio
    - i. Intensive Literacy Block, 3-5; 16 hours
    - ii. LEAP into Learning Literacy, K-6; 8 hours
    - iii. LEAP into Learning Math, K-8; 8 hours
  4. Bryan Knipfing
    - i. LEAP into Learning Literacy, K-6; 16 hours
    - ii. LEAP into Learning Math, K-8; 16 hours
  5. 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
- c. Appoint the following personnel for the Wilson Reading summer school program, effective July 6, 2015 through July 31, 2015, at her individual hourly rate:
1. Rachel Brigham, 24 hours
  2. Janine Mahoney, 24 hours
- d. Appoint the following personnel as Summer School Substitute Teachers (as needed), effective July 6, 2015 through July 31, 2015, at his/her individual hourly rate:
1. James Bocca
  2. Virginia Gibbs
  3. Jennifer Gulluscio
  4. Bryan Knipfing
  5. Janine Mahoney
  6. Natalie Regan
- e. Appoint Jennifer Gulluscio for summer school registration; 8 hours, effective July 2, 2015 through July 3, 2015, at her individual hourly rate.

Motion carried unanimously.

A motion was made by Elizabeth Melichar, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Personnel action: 8.2 - 8.3

8.2 Concert Accompanists

- a. Approve Dean Koontz, Concert Accompanist, for the Grades 8-12 Spring Concert, retroactively to June 3, 2015, at a rate of \$300.00
- b. Approve Phyllis Power, Concert Accompanist, for the Grades K-7 Spring Concert, retroactively to June 4, 2015, at a rate of \$300.00

8.3 Substitute Poll Worker

- a. Approve Stephanie Vecchio, Substitute Poll Worker, retroactively for the Annual Meeting/Budget Vote of May 19, 2015, at a rate of \$125.00/day.

Motion carried unanimously.

A motion was made by Thomas Graffagnino, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Personnel action: 8.4a

8.4 Change in Full Time Equivalent (FTE)

- a. Decrease Jennifer Olsen, School Social Worker, from .70 FTE to .60 FTE, effective September 1, 2015.

Motion carried unanimously.

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 Personnel action: 8.4b

8.4 Change in Full Time Equivalent (FTE)

- b. Increase Ian Kanarvogel, Teacher Aide, from .92 FTE to 1.0 FTE, effective September 1, 2015.

Motion carried unanimously.

A motion was made by Thomas Graffagnino, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Personnel action: 8.5

8.5 SAT Examination Hall Monitor

- a. Approve Stephanie Vecchio, Hall Monitor, for purposes of administration of the SAT Examination, retroactive to June 6, 2015, at a rate of \$46.89 per hour, not to exceed 2 hours.

Motion carried unanimously.

**Program**

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 Program Action: 9.1 – 9.2

9.1 CSE Recommendations for the 2014-2015 School Year  
Committee on Special Education

9.2 Second Reading and Adoption of Policy

- a. #1650 – Submission of Questions and Propositions at the Annual Meeting and Election and Special District Meetings

Motion carried unanimously.

At this time, the Board of Education acknowledged the first reading of the following policies.

- a. #5630 – Facilities: Inspection, Operation & Maintenance
- b. #7220 – Graduation Requirements/Early Graduation/Accelerated Programs
- c. #7650 – Identification & Register of Children with Disabilities (Child Find)
- d. #5661 – Wellness

There were no questions or comments about said policies, so the current changes will be made and presented for a second reading at a future Board of Education meeting.

Following the review of the policies, the Board of Education acknowledged the changes made to the following regulations.

- a. #5661R – Nutritional Guidelines
- b. #7550R – Dignity for All Students
- c. #7550R.1 – Strategies to Prevent Harassment, Bullying & Discrimination

These regulations will automatically be put in place.

**Finance**

A motion was made by Mark Kanarvogel, seconded by Stephen Gessner, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Finance Actions: 10.1 – 10.6

10.1 Financial Reports

- a. Treasurer's Report – May 2015
- b. Extra Class Report – May 2015
- c. Appropriation Status Report

*Consent Agenda  
Personnel  
(continued)*

*Consent Agenda  
Program*

*Consent Agenda  
Finance*

- d. Revenue Status Report
- e. Claim Auditor's Report – May 2015
- f. Payroll Audit Report – May 2015

10.2 Budget Transfers

- a. Accept and approve Budget Transfer Reports for the period of May 8, 2015 through June 12, 2015, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

10.3 Tax Anticipation Note (TAN)

- a. Adoption of the Tax Anticipation Note Resolution of the Shelter Island Union Free School District, New York, authorizing the issuance of not to exceed \$2,000,000 Tax Anticipation Notes for the fiscal year ending June 30, 2016.

10.4 Insurance Recovery & Budget Increase

- a. Authorize the Shelter Island School District to accept insurance recovery monies in the amount of \$77,026.12 from New York Schools Insurance Reciprocal (NYSIR), for water damage repairs to the auditorium.
- b. Authorization to increase the budget line of Plant Maintenance Contractual, A1621.400.00.0000, in the amount of \$77,026.12, to be offset by the \$77,026.12 insurance recovery monies from New York Schools Insurance Reciprocal (NYSIR).

10.5 Donation & Budgetary Increase

- a. Authorize the Shelter Island School District to accept a donation of \$2,689.00 from the Shelter Island Edible School Garden Empty Bowls Fundraiser.
- b. Authorization to increase the budget line of Edible School Garden Materials & Supplies, A2850.457.00.0000, in the amount of \$2,689.00, to be offset by the \$2,689.00 donation from the Shelter Island Edible School Garden Empty Bowls Fundraiser.

10.6 Budgetary Increase

- a. BE IT RESOLVED THAT: The Board of Education of the Shelter Island School District hereby authorizes a budgetary increase to the following budget lines in amounts not to exceed:

A.2110.110.00.0000	\$25,000
A.2110.130.00.0000	\$25,000

to be offset by the Reserve for Employee Benefit Accrued Liability Reserve (EBALR) pursuant to General Municipal Law Section 6-P.

Motion carried unanimously.

At this time, Elizabeth Melichar commended Mrs. Victoria Weslek and all who worked on the Shelter Island Edible School Garden Empty Bowls Fundraiser.

**Business**

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 Business Action:  
11.1

11.1 2014 – 2015 School Year Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island School District and Greenport Union Free School District, for student services. The term of said agreement shall be retroactive to September 1, 2014 through June 30, 2015; 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 Wainscott Common School District, for student services, in the amount of \$140.41. The term of said agreement shall be retroactive to July 1, 2014 through June 30, 2015; and authorize the Board President and District Clerk to execute said agreement.

Motion carried unanimously.

A motion was made by Thomas Graffagnino, seconded by Stephen Gessner, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Business Action: 11.2a and 11.2d

11.2 2015 – 2016 School Year Contracts

- a. Approve the contract for Joint Municipal Cooperative Bidding with Eastern Suffolk BOCES for the 2015-2016 School Year; and authorize the Board President to execute said agreement.
- d. Approve the contract between the Board of Education of the Shelter Island School District and Eastern Suffolk BOCES, for services in the 2015-2016 school year, at a cost of approximately \$193,178.55, subject to such additions or subtractions in services that may be necessary to meet the needs of the district; and authorize the Board President to execute said agreement.

Motion carried. Elizabeth Melichar recused.

A motion was made by Thomas Graffagnino, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Business Action: 11.2b, 11.2c, and 11.2e

11.2 2015 – 2016 School Year Contracts

- b. Approve the contract between the Board of Education of the Shelter Island School District and Blackboard, for web hosting, at a cost of \$2,570.67. The term of said agreement shall be September 1, 2015 through August 31, 2016; and authorize the Board President to execute said agreement.
- c. Approve the agreements between the Board of Education of the Shelter Island School District and Milburn Flooring Mills of Copiague, NY, in the amount of \$34,036.25, for flooring supplies and installation, pursuant to the May 20, 2014 voter authorized capital reserve referendum; and authorize the Board President to execute said agreement.
- e. Approve the contract between the Board of Education of the Shelter Island School District and Consulting That Makes A Difference, Inc. of Selden, NY, for special education consulting services. The term of said agreement shall be July 1, 2015 through June 30, 2016; and authorize the Board President to execute said agreement.

Motion carried unanimously.

**Facility - None**

**Items for Consideration**

The members of the Board of Education discussed how many Board Meetings and/or Budget Meetings they will tape in the 2015-2016 school year. Based on the reduction in the BOE Contractual budget line, there is only enough money to tape five (5) meetings. The members of the Board agreed to tape only the Budget Meetings.

As the Re-Organizational meeting will be held on July 1, 2015, the members of the Board discussed whether or not there should be a second board meeting set for July. The Board agreed to schedule a date and as the date approaches, determine whether or not the meeting is necessary. The Board chose July 20, 2015 as the second July meeting date.

The Board reviewed dates for the 2015-2016 School Board Meetings. A complete list of dates will be approved at the Re-Organizational Meeting on July 1, 2015.

The Board determined that the July and August Board Meetings will begin at 6:00 pm, as opposed to the September – June meetings which begin at 7:00 pm.

The Board discussed at great length, the Superintendent’s request to expand the number of people who attend the New York State School Board Association (NYSSBA) Conference in October 2015. Elizabeth

*Consent Agenda  
Business  
(continued)*

*Facility*

*Items for  
Consideration*

Melichar stated that she is willing to cover the cost of meals and transportation if the District would cover the cost of registration and the hotel. Mr. Skuggevik said he could find the funds for this within his own travel and conference budget line.

*Items for  
Consideration  
(continued)*

A motion was made by Thomas Graffagnino, seconded by Stephen Gessner, BE IT RESOLVED THAT: The Board of Education hereby approves the transfer of funds from the Superintendent's travel and conference budget line to the Board of Education travel and conference budget line, thus allowing a third Board Member to attend the New York State School Board Association (NYSSBA) Conference in October 2015.

Linda Eklund hesitated on voting in favor of this use of funds. In the end, Mrs. Eklund agreed only because Ms. Melichar was willing to pay a portion of expenses out of her own pocket.

Motion carried. Mark Kanarvogel opposed.

**Old Business – None**

*Old Business*

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

*Director of  
Physical  
Education &  
Building  
Operations  
Report*

Mr. Gulluscio gave a brief overview of the Varsity & Junior Varsity Sports Awards Ceremony which was held on June 11, 2015, at 6:30 pm, in the Gymnasium. He thanked all of the faculty/staff who were involved in making the night a great success.

Next, Mr. Gulluscio spoke about the NCAA presentation that was provided to coaches and counselors, as well as parents and students, on June 2, 2015. Neighboring East End school districts were also invited to attend.

On the evening of June 9, 2015, Mr. Gulluscio invited parents and community members to attend a distracted driving presentation. This presentation sent a powerful message about texting and driving, as well as eating and driving, and other distracting behaviors.

Mr. Gulluscio attended the East Hampton School Wellness Day on May 20, 2015, along with several members of both our Cross Country Team and Running Club. This was a half day event and our students participated in a 5K race. Mr. Gulluscio is hoping to bring a similar event to Shelter Island in the future.

The Shelter Island Bucks Baseball Team and coaches held an assembly on June 8, 2015 for our students in grades PK-12. Students had the opportunity to meet the athletes, to hear about their experience of playing baseball at a college level versus a high school level, and to ask questions.

Mr. Gulluscio congratulated all of those whom were inducted into the Shelter Island School Athletic Hall of Fame on May 16, 2015.

**Academic Administrator's Report**

*Academic  
Administrator's  
Report*

Ms. Rylott reminded everyone that on Wednesday, June 24, 2015, at 9:45 am, there would be an awards ceremony and picnic to celebrate students in grades PK-5. Ms. Rylott also announced that on Friday, June 26, 2015, at 8:30 am, there would be an awards ceremony/breakfast to celebrate the accomplishments of students in grades 6-12, and our Commencement Ceremony will be held on Saturday, June 27, 2015, at 2:00 pm.

**Superintendent's Report**

*Superintendent's  
Report*

Mr. Skuggevik announced that the 7<sup>th</sup> Grade Schooner Field Trip has been moved to the last week of school. Students will depart on Sunday, June 21, 2015 and return on Thursday, June 25, 2015.

Mr. Skuggevik stated that he was impressed with not only what the students presented for their Oral Comprehensive Exams, but also how comfortable they were in presenting. He pointed out one common item that each student spoke of – our teachers, and how they are the best.

**Board Member Reports**

Elizabeth Melichar, Mark Kanarvogel, Thomas Graffagnino and Linda Eklund each thanked Stephen Gessner and Marilyn Pysher for their service on the Board of Education. Mr. Graffagnino specifically highlighted Dr. Gessner’s leadership and overall knowledge, and attributed the District’s growth to his service.

Stephen Gessner acknowledged attending the Athletic Hall of Fame Ceremony. He also recognized Jim Colligan’s endless efforts and involvement in making the Athletic Hall of Fame a reality. Next, Dr. Gessner stated that he has enjoyed working on the Shelter Island School Board of Education and hopes he has made some differences. Dr. Gessner also thanked Thomas Graffagnino for his support through the years, as Vice President.

Marilynn Pysher reported on the Senior Girls’ Tea that she hosts each year, and stated that she will continue to do it because the girls get so much out of it. Ms. Pysher went on to say that she was honored to have worked with the members of the Board of Education, to be a part of our fabulous school, and most importantly to have been involved in the hiring of exceptional teachers. In closing, Ms. Pysher asked that the Board remember to keep the Senior Citizen community members in mind when creating a budget.

**Student Liaison Report - None**

**Visitor Comments**

Mr. Brian Becker shared that he had attended a conference with other union leaders regarding, Suspend and Amend the Education Transformation Act of 2015, which has been created to prevent further damage to the education of public school children across the country.

Mr. Becker also asked if our District could share the Tech Ed. classes with other East End Districts instead of having to transport our students to the BOCES facilities. Jennifer Rylott explained that the District is in the process of looking at an internship program for next year. As soon as more information is available, Mrs. Rylott will report about it at a future Board Meeting.

**Adjournment**

A motion was made by Thomas Graffagnino, seconded by Stephen Gessner, to adjourn the meeting.

Motion carried unanimously

The meeting adjourned at 8:13 pm.

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Jacqueline Dunning  
District Clerk

The Re-Organizational Meeting of the Board of Education of the Shelter Island Union Free School District is Wednesday, July 1, 2015, at 6:00 pm, in the Conference Room.

*Board Member Reports*

*Student Liaison Report*

*Visitor Comments*

*Adjournment*