

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

REGULAR MEETING
October 14, 2014

Members Present: Stephen Gessner, Thomas Graffagnino, Elizabeth Melichar, Mark Kanarvogel, Linda Eklund, and Marilyn Pysher

Others Present: 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; Chris Tehan, Videographer; 6 faculty/staff/ student and 7 community resident/other

Absent: Alfred Brigham, Sr., and Elizabeth Dunning, Student Liaison

The meeting was called to order at 7:05 pm by President Gessner, followed by the Pledge of Allegiance.

*Call to Order and
Pledge of Allegiance*

Thomas Graffagnino read the following Shelter Island School Mission Statement – Engage, Explore, Empower:

Mission Statement

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.

Consent Agenda

Consent Agenda

A motion was made by Mark Kanarvogel, seconded by Marilyn Pysher, BE IT RESOLVED THAT: The Board hereby approves the following:

- a. Approval of Minutes
 - 1. Regular Meeting of September 15, 2014
 - 2. Special District Meeting and Bond Vote of September 23, 2014

Motion carried unanimously.

Old Business

At this time, Dr. Gessner moved Old Business forward so that Mr. Daniel Williams didn't have to stay until the end of the meeting to join discussion on the Nanodrop Spectrophotometer.

Dr. Gessner asked Mr. Williams to speak about the Nanodrop Spectrophotometer. Mr. Williams explained that this piece of equipment will expedite research findings tremendously, thus allowing our students to further explore his/her research.

Mr. Graffagnino and Mr. Skuggevik both stated that this equipment will be built into the 2015-2016 budget, as a high priority item. Dr. Gessner added that it should be purchased this year, if residual funds were to be found. All members of the Board of Education agreed to both parts of this plan.

Visitor Questions –None

Visitor Questions

Correspondence

Correspondence

Mr. Skuggevik read a proclamation from Governor Andrew M. Cuomo which acknowledged the commitment and contributions of members of local school boards and proclaimed October 27-31, 2014 as School Board Recognition Week. Mr. Skuggevik personally thanked the members of the Board of Education and Mrs. Jacqueline Dunning, District Clerk presented each member with a gift of homemade treats.

Presentation

National Honor Society Cardboard Campout

Ms. Kaitlyn Mulcahy, National Honor Society President explained to the Board of Educaiton that the National Honor Society members, along with other students in grades 10-12 would like to participate in the annual “Cardboard Campout” again this year and asked the Board for permission to have said event begin at 6:00 pm on November 1, 2014 and end at 6:00 am, on November 2, 2014.

A motion was made by Mark Kanarvogel, seconded by Thomas Graffagnino , BE IT RESOLVED THAT: The Board of Education hereby approves an overnight field trip on school property for the National Honor Society “Cardboard Campout” on Saturday, November 1, 2014 through Sunday, November 2, 2014.

Motion carried unanimously.

Summer School Results

Ms. Jennifer Rylott reviewed the three summer school programs that were held this year – Intensive Literacy, LEAP Into Learning Reading, and LEAP Into Learning Math; and provided data for the attendance rate, pre-test results and post-test results for each program. Ms. Rylott compared this year’s data to last year’s data and once again, inconsistent attendance skewed the results of how effective the summer school program is. As a District, Ms. Rylott recommends that a committee look at the attendance rate and see if/how we can get students to attend more consistently. Parents and teachers will be asked for their input. Once we have a consistent attendance rate, we will be able to measure how successful the program is.

Personnel

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 Actions: 8.1 – 8.2

8.1 Appointment of Personnel

I. Additional Substitute Teacher for the 2014-2015 school year @ \$110 per day (certified or 4 year degree)

a. Catherine Brigham

II. Additional Mentor/Mentee for the 2014-2015 School Year at a Rate of \$1,500, per Shelter Island Faculty Association Contract

a. Peter Miedema/Danielle Gil

8.2 Childcare Leave

a. Approve a contractual childcare leave of absence for Michael Cox, Elementary Teacher, to commence on or about October 13, 2014 – October 24, 2014, with said period credited towards the employee’s FMLA leave of absence.

Motion carried unanimously.

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 Personnel Actions: 8.3a 1

8.3 Step Movement

a. Approval to move the following faculty on the salary scale, effective retroactively to September 1, 2014

1. Mary Kanarvogel from Step 11 MA to Step 11 MA+15

Motion carried. Mark Kanarvogel recused himself.

Presentation

Consent Agenda
Personnel

A motion was made by Mark Kanarvogel, seconded by Marilyn Pysher, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Personnel Actions: 8.3a 2-7

*Consent Agenda
Personnel
(continued)*

8.3 Step Movement

- a. Approval to move the following faculty on the salary scale, effective retroactively to September 1, 2014
 2. Jessica Bosak from Step 5 MA+15 to Step 5 MA+30
 3. Bryan Knipfing from Step 2 BA to Step 2 MA
 4. Michael Cox from Step 4 MA to Step 4 MA+15
 5. Debra Sears from Step 4 MA to Step 4 MA+15
 6. James Theinert from Step 4 MA to Step 4 MA+15
 7. Kerri Knipfing from Step 3 MA to Step 3 MA+15

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 Actions: 8.4

8.4 Rescind Motion

- a. WHEREAS, at its September 15, 2014 meeting, the Board adopted a resolution to approve granting Jennifer Gulluscio additional sick days for providing services to the District during a childcare leave and

WHEREAS, the Board wishes to rescind said action taken at its September 15, 2014 meeting concerning Jennifer Gulluscio;

NOW THEREFORE, BE IT RESOLVED, that the Board of Education hereby rescinds in its entirety the following resolution adopted by it at its September 15, 2014 meeting,

Approval to grant Jennifer Gulluscio additional sick days, not to exceed 14 days, for providing services to the District in the area of AIMSweb data, during a childcare leave period of September 8, 2014 through December 12, 2014

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: 8.5

8.5 Contractual Personnel Salary

- a. Approval of Ian Kanarvogel, .92 FTE Teacher Aide, at a salary of \$25,344, Step 5 of the teacher aide salary scale, prorated to \$23,316.48, and to teach Adaptive Physical Education, at .08 FTE, at a salary of \$61,006, Step 4 BA of the teacher salary scale, prorated to \$4,880.48, retroactive to September 1, 2014 through June 30, 2015.

Motion carried. Mark Kanarvogel recused himself.

Program

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 Program Action: 9.1

*Consent Agenda
Program*

9.1 CSE Recommendation for the 2014-2015 School Year

- a. Committee on Special Education

Motion carried unanimously

*Consent Agenda
Program (continued)*

Finance

A motion was made by Marilyn Pysher, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Finance Actions: 10.1 – 10.4

10.1 Financial Reports

- a. Treasurer's Report - September 2014
- b. Extra Class Report – September 2014
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Claim Auditor's Report – September 2014
- f. Payroll Audit Report – September 2014

10.2 Budget Transfers

- a. Accept and approve Budget Transfers, for the period of September 16, 2014 through October 14, 2014, in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

10.3 Monetary Donations & Budgetary Increases

- a. Authorize the Shelter Island School District to accept a donation of \$2,000 from the Shelter Island Education Foundation, to be used for the purchase of nine (9) sewing machines.
- b. Authorization to increase the budget line of Home & Careers A.2110.450.00.0015 in the amount of \$2,000, to be offset by the \$2,000 donation from the Shelter Island Educational Foundation.

10.4 Tax Levy

- a. Approval to set the tax levy for the 2014-2015 school year in the amount of \$9,253,322

Motion carried unanimously.

*Consent Agenda
Finance*

Finance

A motion was made by Marilyn Pysher, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Finance Action: 10.5

10.5 Corrective Action Plan

- a. Accept the Superintendent's Corrective Action Plan related to the Financial Condition Report, #2014M-132, issued by the Office of the State Comptroller

Motion carried unanimously

*Consent Agenda
Business*

Business

A motion was made by Marilyn Pysher, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Business Actions: 11.1 – 11.2

11.1 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Waincott Common School District, for student services. The term of said agreement shall be retroactive to July 1, 2014 through June 30, 2015; and authorize the Superintendent to execute said agreement.
- b. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Cummins Power Systems, LLC, of Ronkonkoma, NY, for service of the emergency generator. The term of said agreement shall be retroactive to

September 15, 2014 through September 14, 2015; and authorize the Board President to execute said agreement.

11.2 New York State Insurance Reciprocal (NYSIR)

- a. Approval to add additional flood and earthquake liability coverage at a cost of \$2,534, for the 2014-2015 school year.

Motion carried unanimously

Facility - None

Items for Consideration - None

Old Business

Old Business was moved to the beginning of the meeting.

Director of Physical Education/District Operations Report

Mr. Gulluscio reported that the rate of attendance is up from this time last year and the rate of lateness is down.

Mr. Gulluscio announced that October is Bullying Prevention Month and our physical education classes are participating in a bullying prevention program. The Suffolk County Sheriff's Department will also address cyberbullying at an assembly for our students during the day and for parents in the evening.

Academic Administrator's Report

Ms. Rylott spoke about Fire Safety Week. Fire Marshall Mike met with students in grades K-8, in the conference room of the school. Ms. Rylott thanked Fire Marshall Mike for bringing his presentation to the school this year, as opposed to having our students go to the firehouse. This accommodation, required less time out of the building and therefore, allowed students to have more time in class.

Ms. Rylott reported that the Edible Garden Committee met. They are looking to become a student run club, which would require a meeting of the Joint Professional Practice Committee. At this time, there was discussion about whether or not the Board of Education wants this to become a paid position. Mr. Skuggevik said he will outline other ways to handle the creation of an Edible Garden Club and will report back to the Board of Education.

Next, Ms. Rylott announced that Mr. Walter Brigham and Mr. Jeremy Stanzione will be holding a STEM Robotics program for students in grades Kindergarten – 5. The students will meet on Fridays, twice a month, from 2:30 pm – 3:00 pm. In addition to this afternoon program, Ms. Rylott is working with Garth Griffin, of the Town Recreation Department, towards an afterschool program that would run on Mondays – Thursdays. Mr. Griffin has sent surveys to parents in order to find out the level of interest in such a program.

Superintendent's Report

Mr. Skuggevik announced that he spoke at the September PTSA Meeting. He was very pleased with the number of parents who attended.

Mr. Skuggevik spoke about the pay telephone that is currently in the lobby outside of the gymnasium. He explained that this phone is obsolete, costs the District money each month, and he would like to have it removed. All members of the Board of Education were in agreement to have it removed.

Mr. Skuggevik mentioned that the Audit Committee met with our auditors from Nawrocki Smith and the committee accepted the recommendation of the auditors. Their findings will be presented at either the November 2014 or December 2014 board meeting. In addition, the Code of Conduct Committee met to review the Code of Conduct. Several changes are being made and the committee will meet again for further review.

*Consent Agenda
Business (continued)*

Facility

*Items for
Consideration*

Old Business

*Director of
PE/District
Operations Report*

*Academic
Administrator's
Report*

*Superintendent's
Report*

Mr. Skuggevik next addressed the topic of discipline. He spoke about how discipline is being handled in a more timely matter now that we have a Dean of Discipline. Students are spoken to immediately and consequences are given immediately. There is also follow up meetings with the students to ensure they understand what they did wrong. Parents in the audience were concerned about the number of In School Suspensions given within the first month of school and asked Mr. Skuggevik for an explanation of why this would be. Mr. Skuggevik explained that he will not tolerate a student putting his/her hands on another student, nor will he tolerate a student saying no to an adult in the building.

Superintendent's Report (continued)

Board Member Reports

Board Member Reports

Marilynn Pysher reported that Communities That Care (CTC) has been working with the Town Board on a Town Social Worker Pilot Program. Ms. Pysher has received very positive feedback from Supervisor Dougherty and tremendous support from Chief Read. With this pilot program, the town would hire the school's current social worker, Jennifer Olsen on a part-time basis, after school hours. As CTC will fold at the end of this year, they are looking to donate \$2,000 towards the hiring of a social worker. If/Once approved, there will be many details to iron out, including the office location for the social worker to work from.

Mark Kanarvogel reported that the Building & Grounds Committee met earlier in the day. He also pointed out that the members of the Board of Education still owe Linda Eklund money for the gift from the Board that she put together for each of the Class of 2014 graduates. In closing, Mr. Kanarvogel asked Mr. Gulluscio to look into the current recommended age for concussion pre-screening. In response, Mr. Gulluscio said he would look into it and report his findings back to the Board.

Stephen Gessner reported that he attended two recent events – Lions Club Scallop Dinner and Sylvester Manor Plant & Sing -- both of which our students volunteered at. Dr. Gessner also spoke about the idea of a Board Retreat, stating that it will only be successful if everyone attends.

Thomas Graffagnino reported that the Audit Committee met with the auditors from Nawrocki Smith and stated that the meeting was very informative.

Elizabeth Melichar reported that she attended the Code of Conduct review meeting. Ms. Melichar explained that the committee is comprised of Board Members, Administration, Faculty, Staff, Parents and Students and she is pleased that the document has a strong student voice in it. Ms. Melichar noted that the Code of Conduct is being revised and will be brought to the Board at a future Board meeting for a second reading.

Linda Eklund also stated that she attended the Audit Committee Meeting. Ms. Eklund then shared a fundraising event for the Shelter Island League of Women Voters that our Social Studies teachers might want to encourage our students to attend.

Student Liaison Report

Student Liaison Report - None

Visitor Comments

Visitor Comments

Kate Davidson, a parent in the audience told the Board of Education that she is concerned about the safety of the area around the playground and would like the Board to consider installing a rolling gate that would stop children from running into the parking lot after dismissal. Ms. Davidson, also asked for elementary students to have their recess period prior to eating lunch because students are rushing to eat and wasting food just so they can get outside to play.

Bert Waife, another parent in the audience asked several questions/concerns about the combined Pre-K/Kindergarten program. Mrs. Lynn Green, the teacher for this class was also in the audience. Ms. Green encouraged parents to meet with her so she could address all questions/concerns. Additionally, Mr. Skuggevik and Ms. Rylott spoke about the success of the program.

Adjournment

Adjournment

A motion was made by Mark Kanarvogel, seconded by Marilynn Pysher, to adjourn the meeting.

Motion carried unanimously

The meeting adjourned at 8:49 pm.

Jacqueline Dunning
District Clerk

The next Regular Meeting of the Board of Education of the Shelter Island Union Free School District is Monday November 17, 2014, at 7:00 pm, in the Conference Room.

*Adjournment
(continued)*