

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

SPECIAL MEETING
August 18, 2014

Members Present: Stephen Gessner, Thomas Graffagnino, Elizabeth Melichar, Alfred Brigham, Sr. (left at 6:12 pm and returned at 6:30 pm), and Marilyn Pysher

Others Present: Jennifer Rylott, Interim Superintendent; Todd Gulluscio, Director of Physical Education/District Operations; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Julie Lane, Shelter Island Reporter (arrived at 6:25 pm); Chris Tehan, Videographer; 3 faculty/staff/ student and 4 community resident/other

Absent: Mark Kanarvogel and Linda Eklund

The meeting was called to order at 6:01 pm by President Gessner, followed by the Pledge of Allegiance.

*Call to Order and
Pledge of Allegiance*

Stephen Gessner 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.

Bond Presentation

Bond Presentation

Jennifer Rylott welcomed everyone to the first Bond Presentation. Ms. Rylott reviewed the 3-prong approach to the building update – Capital Reserve Projects, Energy Performance Contract Projects and the Bond Projects. Ms. Rylott then gave an overview of the work that will be included in the Bond Projects. The projects include, upgrade to heating system, including but not limited to replacement of boilers, pumps and piping, replacement of steam radiators with unit ventilators, heating and ventilating upgrades, installation of cooling system for computer server rooms, and fuel oil tank replacement and all ancillary work associated with these projects. Ms. Rylott closed her presentation by announcing that the Bond Vote will be held on Tuesday, September 23, 2014, at 12:00 pm – 9:00 pm, in the school gymnasium.

The regular meeting began at 6:28 pm

Consent Agenda

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

*Consent Agenda
Approval of Minutes*

- a. Approval of Minutes
 - 1. Special Meeting of July 31, 2014
 - 2. Special Meeting of August 4, 2014

Motion carried unanimously.

Visitor Questions -None

Visitor Questions

Correspondence

Dr. Gessner acknowledged that the Board of Education received a thank you card from a Class of 2014 graduate, an email from a parent and a letter from Denise DiPaolo from the Shelter Island Public Library.

Correspondence

Presentation

Ms. Denise DiPaolo, Director of the Shelter Island Public Library, kindly requested a special district meeting of the voters of the district to be held on Saturday, October 25, 2014, from 10:00 am – 4:00 pm, for the Shelter Island Public Library’s 2015 operating budget.

A motion was made by Thomas Graffagnino, seconded by Stephen Gessner, BE IT RESOLVED THAT: a special meeting of the voters of the school district be schedule for Saturday, October 25, 2014, pursuant to the request of the Board of Trustees of the Shelter Island Public Library, for the purpose of voting on the library’s 2015 operating budget and that the District Clerk be and hereby is directed to take all such steps as are necessary to conduct said special meeting.

Motion carried unanimously

Personnel

A motion was made by Thomas Graffagnino, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Personnel Action: 9.1

9.1 New Hire

- a. Approve Brittney Bothwell, as Physics/Chemistry Teacher, effective September 1, 2014, \$59,413 Step 1 MA of the 2014-2015 teacher salary scale, with a 3-year probationary period through September 1, 2017, in the tenure area of Science 7-12.

Motion carried unanimously

A motion was made by Elizabeth Melichar, seconded by Stephen Gessner, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Personnel Action: 9.2

9.2 Appointment of Personnel

- I. Co-Curricular positions for the 2014-2015 School Year
 - a. Virginia Gibbs, 7th Grade Class Advisor, at \$722.75
 - b. James Bocca, 10th Grade Class Advisor, at \$722.75
 - c. Daniel Williams, Science Club Advisor, at \$1,462.74
 - d. Janine Mahoney, National Honor Society Advisor, at \$1,462.74
 - e. Keith Brace, Sound Equipment Technician/Trainer, at \$1,462.74
 - f. Janine Mahoney, Landmark Books, at \$1,462.74
 - g. James Theinert, 11th Grade Class Co-Advisor, at \$909.09
 - h. Meghan Lang, 11th Grade Class Co-Advisor, at \$909.09
 - i. Jessica Bosak, 12th Grade Class Advisor, at \$1,818.19
 - j. Sharon Gibbs, Science Fair Coordinator, at \$1,818.19
 - k. Keith Brace, Jazz Band, at \$1,818.19
 - l. Jessica Bosak, Select Choir, at \$1,818.19
 - m. Virginia Gibbs, 8th Grade Advisor/Disney Trip Coordinator, at \$1,818.19
 - n. Keith Brace, School Play Instrumental Music Director, at \$1,818.19
 - o. Devon Treharne, School Newspaper, at \$1,818.19
 - p. Peter Miedema, Student Council, at \$2,725.13
 - q. Jessica Bosak, School Play Pianist/Accompanist/Vocal Director, at \$2,725.13
 - r. James Bocca, Debate Team Co-Advisor, at \$1,362.56
 - s. Debra Sears, Debate Team Co-Advisor, at \$1,362.56
 - t. Michelle Corbett, Substitute Dispatcher, at \$4,735.05
 - u. Michelle Corbett, Yearbook Advisor, at \$4,735.05
 - v. Roberta Garris, Literacy Program Coordinator, at \$4,735.05
 - w. Peter Needham, Sailing Club Advisor, at \$4,735.05
 - x. Richard Osmer, Athletic Director, at \$5,517.05

Presentation

*Consent Agenda
Personnel*

- II. Athletic Chaperoning for the 2014-2015 School Year (one game per night \$92.64, two games per night \$142.18, Clock keeper, chaperone rate + \$10)
 - a. Janine Mahoney
 - b. Jacqueline Brewer
 - c. Mary Kanarvogel
 - d. Jerome Mundy
 - e. Richard Osmer
 - f. Brian Becker
 - g. Peter Miedema
 - h. Ian Kanarvogel
 - i. Jessica Bosak
 - j. Deborah Brewer
 - k. Helene Starzee

- III. Detention Monitors for the 2014-2015 School Year @ \$60/period
 - a. Janine Mahoney
 - b. Michelle Corbett
 - c. Jessica Bosak
 - d. Mary Kanarvogel
 - e. Mark Palios
 - f. Virginia Gibbs
 - g. Peter Miedema
 - h. Brian Becker
 - i. Deborah Brewer

- IV. Substitute Teachers for the 2014-2015 School Year @ \$110 per day (certified or 4 year degree)
 - a. Alan Garrison
 - b. Judith Card
 - c. Phyllis Power
 - d. Kathleen Lynch
 - e. Danielle Gil
 - f. Francs Skeggs
 - g. Jenifer Corwin Maxson
 - h. Marion McEnroe
 - i. Heather Cusak
 - j. Cynthia Nieves
 - k. Laurie de Poto
 - l. Monique Cutone
 - m. Peter Waldner

- V. Substitute Nurse (R.N.) for the 2014-2015 School Year @ \$110 per day
 - a. Sharon Wicks
 - b. Kathleen Renault

- VI. Substitute Cafeteria Workers for the 2014-2015 School Year @ \$10 per hour
 - a. Catherine Davidson
 - b. Cynthia Nieves

- VII. Substitute Aids for the 2014-2015 School Year @ \$95 per day
 - a. Catherine Davidson
 - b. Kathleen Renault
 - c. Cynthia Nieves

Motion carried unanimously

A motion was made by Marilynn Pysher, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The

Board of Education hereby accepts the recommendation of the Superintendent on the following
Personnel Action: 9.3

9.3 CPR Training

- a. Richard Osmer to provide Adult, Child, Infant CPR/AED Certification, Healthcare Provider and First Aid Training for the 2014-2015 school year, with compensation as follows.
- Adult, Child, Infant CPR/AED Certification, at \$30 per coach/employee
 - Healthcare Provider and First Aid Training, at \$57 per person

Motion carried unanimously

A motion was made by Elizabeth Melichar, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT:
The Board of Education hereby accepts the recommendation of the Superintendent on the following
Personnel Action: 9.4

9.4 Extra Compensation

- a. Approve Virginia Gibbs to provide support instruction for students entering the Math Honors Program, retroactive to June, 30, 2014 through July 1, 2014, at her professional daily rate, not to exceed four (4) hours

Motion carried unanimously

A motion was made by Thomas Graffagnino, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT:
The Board of Education hereby accepts the recommendation of the Superintendent on the following
Personnel Action: 9.5

9.5 Non-Contractual Personnel Salaries

- a. Approval of the following salaries for non-contractual personnel for the 2014-2015 school year:
- a. Lisa Goody, at \$12.56 per hour
 - b. Jerome Mundy, at \$11.65 per hour

Motion carried unanimously

A motion was made by Alfred Brigham, Sr., seconded by Thomas Graffagnino, BE IT RESOLVED THAT:
The Board of Education hereby accepts the recommendation of the Superintendent on the following
Personnel Action: 9.6

9.6 Leave Replacement

- a. Natalie Regan, as a Leave Replacement for Jennifer Gulluscio, Reading Teacher, effective on or about September 8, 2014 through December 12, 2014, at a salary of \$64,613, prorated, Step 3 MA of the 2014-2015 teacher salary scale.

Motion carried unanimously

A motion was made by Thomas Graffagnino, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT:
The Board of Education hereby accepts the recommendation of the Superintendent on the following
Personnel Action: 9.7

9.7 Leave of Absence of Teaching Personnel

RECOMMENDED ACTION: that, upon the recommendation of the Interim Superintendent of Schools, the Board of Education approve the leave of absence of the following teaching personnel as follows:

<u>Name</u>	<u>Position</u>	<u>Date</u>
Natalie Regan	Teacher Assistant	September 8, 2014 - December 12, 2014

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 Personnel Action: 9.8

9.8 Resignation of Personnel

- a. Brian Doelger, Social Studies Teacher 5-12, effective August 6, 2014

Motion carried unanimously.

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 Actions: 10.1 – 10.2

10.1 CPSE Recommendations for the 2014-2015 School Year

- a. Committee on Pre School Special Education

10.2 Multi Year Annual Professional Performance Review (“APPR”) Plan

WHEREAS, the District has an approved Annual Professional Performance Review (“APPR”) Plan in place, effective for the 2013-2014 to 2014-2015 school years; and

WHEREAS, the State Education Department requires that the District submit an Implementation Certification Form by August 29, 2014 regarding the status of its APPR Plan for the 2013-2014 school year;

NOW, THEREFORE BE IT RESOLVED, that the Board of Education hereby authorizes the President of the Board of Education and the Superintendent of Schools to execute the Implementation Certification Form required by the State Education Department for the District’s 2013-2014 APPR Plan, which form shall certify that the District’s approved multi-year plan remains in effect for the 2014-2015 school year; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Interim Superintendent of Schools or his or her designee to submit this form to the State Education Department.

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 Program Actions: 10.3

10.3 District Special Education Plan

- a. Approve the updated Shelter Island School Special Education Plan

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 Program Actions: 10.4

10.4 District Code of Conduct

- a. First Read of the District’s Code of Conduct

Motion carried unanimously.

Finance

A motion was made by Marilyn Pysher, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Finance Actions: 11.1 – 11.2

*Consent Agenda
Personnel
(continued)*

*Consent Agenda
Program*

*Consent Agenda
Finance*

11.1 Financial Reports

- a. Treasurer's Report - July 2014
- b. Extra Class Report – July 2014
- c. Appropriations Status Report – 2014-2015
- d. Revenue Status Report – July 1, 2014-June 30, 2015
- e. Claim Auditor's Report – July 2014
- f. Payroll Audit Report – July 2014

11.2 Budget Transfers

- a. Accept and approve Budget Transfers, for the period of July 18, 2014 through August 13, 2014, 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 Marilyn Pysher, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Business Action: 12.1

12.1 Donations & Budgetary Increases

- a. Authorize the Shelter Island School District to accept a donation of \$283.00 from various donors, to be used for the Edible School Garden.
- b. Authorization to increase the budget line of Edible School Garden Materials and Supplies A.2850.457.00.000 in the amount of \$283.00, to be offset by the \$283.00 donation from various donors.

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 Business Action: 12.2

12.2 Contracts from the 2013-2014 School Year

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Southampton Union Free School District, for student services. The term of said agreement shall be retroactive to September 9, 2013 through June 26, 2014; and authorize the Board President to execute said agreement.

Motion carried unanimously

A motion was made by Alfred Brigham, Sr., seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Business Action: 12.3

12.3 Contracts for the 2014-2015 School Year

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Lynn Cataldo, for physical therapy. The term of said agreement shall be retroactive to July 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 Union Free School District and Parkway Pest Services, of New Hyde Park, NY, for pest control, in the amount of \$250 per month. The term of said agreement shall be July 1, 2014 through June 30, 2015; and authorize the Board President to execute said agreement.
- c. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Southold Union Free School District, for summer transportation

services, at a cost of \$4,344.41. The term of said agreement shall be retroactive to July 7, 2014 through August 15, 2014; and authorize the Board President to execute said agreement.

- d. Approve the agreement between the Board of Education of the Shelter Island School District and John Scaramucci/Harry Goldman Water Testing, certified water system operator and water tester, of Mattituck, NY, for the 2014-2015 school year. The term of said agreement July 1, 2014 through June 30, 2015; and authorize the Board President to execute said agreement.
- e. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Cunningham Duct Cleaning Company, Incorporated, of Bayshore, NY, in the amount of \$1,350 for boiler cleaning. The term of said agreement shall be retroactive to July 1, 2014 to June 30, 2015; and authorize the Board President to execute said agreement.
- f. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Cunningham Duct Cleaning Company, Incorporated, of Bayshore, NY, in the amount of \$910 for kitchen exhaust duct cleaning. The term of said agreement shall be retroactive to July 1, 2014 to June 30, 2015; and authorize the Board President to execute said agreement.
- g. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Bellringer Communications, Incorporated of Southampton, NY, for a one year term covering the period of August 1, 2014 through July 31, 2015 for the following services; and authorize the Board President to execute said agreement.
 1. Burglary Monitoring Services at \$480
 2. Fire Monitoring Services at \$144
 3. Burglary System Services at \$400

Motion carried unanimously

A motion was made by Stephen Gessner, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Business Action: 12.4

12.4 Private School Transportation

- a. Approval to transport three (3) additional students to the following private school for the 2014-2015 school year:
 1. Hayground School – Bridgehampton, NY

Motion carried unanimously

Facility

A motion was made by Thomas Graffagnino, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Facility Action: 13.1

13.1 State Environmental Quality Review Act (SEQRA)

WHEREAS, the Board of Education of the Shelter Island Union Free School District, desires to embark upon the following capital improvement projects: Energy Performance Contract, at Shelter Island School, including but not limited to lighting retrofits, controls and exterior lighting; weatherization; energy management system; window film; photovoltaic electric generation; unit ventilator replacements; plug load controllers; domestic hot water controllers; air conditioning compressor controllers; and

WHEREAS, said capital improvement projects are subject to classification under the State Environmental Review Act (SEQRA); and

WHEREAS, the SEQRA Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQR; and

WHEREAS, the Board of Education has examined all information related to the capital improvement project, and has determined that the above-described capital improvement project are classified as Type II Actions pursuant to Section 617.5(c)(1) and (c)(2) of the SEQR Regulations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby declares itself lead agency in connection with the requirements of the State Environmental Quality Review Act (SEQRA); and

BE IT FURTHER RESOLVED, that the Board of Education hereby declares the above-referenced project to be a Type II Action, which requires no further review under SEQR; and

BE IT FURTHER RESOLVED that the Board of Education has forwarded an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation and has received clearance from the Department.

Motion carried unanimously

Items for Consideration

Mr. Jack Reardon, Driver’s Education Teacher asked the Board of Education to consider adopting a policy that would require students in the driver education program to possess a New York State Learner’s Permit prior to the start of the first class. The Board discussed Mr. Reardon’s request and as a result, the Policy Committee will meet in the near future.

Old Business

The District Clerk surveyed the members of the Board of Education to find out who would like to attend the 2014 New York State School Boards Association Annual Convention, on October 26 – 28, 2014, in New York City. Stephen Gessner and Elizabeth Melichar stated they are interested in attending the conference. Thomas Graffagnino will attend for one day, and Marilyn Pysner and Alfred Brigham, Sr. are unable to attend. The District Clerk will reach out to Linda Eklund and Mark Kanarvogel who were not present at this meeting to find out whether or not they are interested in attending.

Interim Superintendent’s Report

Ms. Rylott announced that the school building is in good shape and will definitely be ready for when the teachers and students return in September.

Ms. Rylott presented an update regarding the search for a new social studies teacher. The deadline for the submission of resumes is August 21, 2014. First round interviews will begin the following week. Ms. Rylott is hopeful that the interview committee will have a candidate to recommend to the Board of Education at the September 15 Board Meeting. As school begins on September 3, 2014, the plan is to have a substitute who is certified in social studies to begin the school year.

Ms. Rylott reported that the State Audit Report was released to the public and read a statement in response to the report. Stephen Gessner added that in essence, the District is being blamed for running a tight budget and having good fiscal management.

Ms. Rylott briefly spoke about the Common Core Testing scores and highlighted that these tests are only one measure used to assess how our students are performing.

To wrap up her report, Ms. Rylott presented Dr. Gessner with a Board Excellence Award from School Board U.

Board Member Reports

*Consent Agenda
Facility (continued)*

*Items for
Consideration*

Old Business

*Interim
Superintendent’s
Report*

*Board Member
Reports*

Stephen Gessner took a moment to point out to the audience that our incoming Superintendent, Mr. Leonard Skuggevik was in the audience.

Visitor Comments - None

Executive Session

A motion was made by Thomas Graffagnino, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 6:55 pm, to discuss the employment of a particular individual in the district pursuant to Section 105 (f) of the Public Officers Law.

Motion carried unanimously

Adjournment

A motion was made by Thomas Graffagnino, seconded by Elizabeth Melichar, to adjourn the meeting.

Motion carried unanimously

The meeting adjourned at 7:22 pm.

Jacqueline Dunning
District Clerk

The next Regular Meeting of the Board of Education of the Shelter Island Union Free School District is Monday September 15, 2014, at 7:00 pm, in the Conference Room.

*Board Member
Reports (continued)*

Visitor Comments

Executive Session

Adjournment