

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

REGULAR MEETING
August 19, 2013

Members Present: Thomas Graffagnino, Elizabeth Melichar, Marilyn Pyshe, and Alfred Brigham, Sr.

Others Present: Dr. Michael Hynes, Superintendent; Jennifer Rylott, Academic Administrator; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Kathleen Minder, Business Manager; 16 faculty/staff/student and 10 community residents

Members Absent: Stephen Gessner, Mark Kanarvogel, and Linda Eklund

The meeting was called to order at 5:31 pm by Vice-President Graffagnino.

A motion was made by Alfred Brigham, Sr., seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 5:31 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.

The Board came out of executive session at 6:10 pm and started the meeting followed by the Pledge of Allegiance.

Elizabeth Melichar 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.

Visitor Questions – None

A motion was made by Marilyn Pyshe, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board hereby approves the following:

- a. Approval of Minutes
 - 1. Reorganizational Meeting of July 10, 2013

Motion carried unanimously.

Correspondence

Thomas Graffagnino acknowledged the receipt of a letter from the Shelter Island Public Library and a thank you card from a recent Shelter Island School Graduate.

Presentations

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 26, 2013, from 10:00 am to 4:00 pm, for the Shelter Island Public Library’s 2014 operating budget.

Call to Order

Executive Session

Pledge of Allegiance

Mission Statement

Visitor Questions

Consent Agenda

Correspondence

Presentations

A motion was made by Elizabeth Melichar, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: A special meeting of the voters of the school district be scheduled for Saturday, October 26, 2013, pursuant to the request of the Board of Trustees of the Shelter Island Public Library, for the purpose of voting on the library's 2014 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

Mrs. Ginny Gibbs and the current 8th grade class officers (Class of 2018) presented their tentative schedule for their 8th grade trip to Disney. The trip is scheduled for Monday, November 4, 2013 through Saturday, November 9, 2013. The students also spoke about their fundraising opportunities.

A motion was made by Elizabeth Melichar, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby approves the tentative schedule for the 8th Grade Class Trip to Disney World, Orlando, Florida, Monday, November 4, 2013 through Saturday, November 9, 2013, as presented.

Motion carried unanimously.

Ms. Victoria Weslek, Ms. Sarah Shepherd and Ms. Kathleen Minder presented the idea of an organic vegetable garden and greenhouse at the school. Dr. Hynes explained that he already spoke with Mr. Dan Williams, Science Teacher and Mr. Michael Dunning, Building & Grounds Crew Chief and they are on board for this opportunity.

Ms. Lisa Kaasik, Class of 2013, came before the Board of Education to ask them to consider changing the current school mascot – an Indian. She believes the mascot is offensive. The members of the Board of Education and Dr. Hynes thanked Ms. Kaasik for her presentation and stated that that the changing of the mascot will be an item for consideration at a future Board of Education meeting.

Personnel

A motion was made by Elizabeth Melichar, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel action: 9.1 – 9.4

9.1 Appointment of Personnel

I. Summer 2013

- a. Elias Fokine as temporary custodial/maintenance assistant retroactive to July 15, 2013 – August 31, 2013, at an hourly rate of \$15.00, pending clearance for employment by the NYS Department of Education (fingerprint initiative)
- b. Deborah Brewer to provide extra duty for the period of time between July 29, 2013 and August 31, 2013, at a rate of \$15.00 per hour.
- c. Meghan Lang to provide extra duty for the period of time between August 15, 2013 and August 31, 2013, at a rate of \$15.00 per hour.
- d. Hope Kanarvogel to provide extra duty for the period of time between July 29, 2013 and August 31, 2013, at a rate of \$15.00 per hour.

II. Summer School Program 2013

- a. Amend the motion of June 24, 2013 to read as follows:

Appoint the following personnel for the summer school program, effective July 1, 2013 through July 26, 2013, at a rate of \$47.15 per hour.

Natalie Regan

- i. Leap Into Learning Literacy, K-8, 24 hours
- ii. Leap Into Learning Math, K-8, 8 hours

III. Permanent Substitute Teacher

- a. Christine Gallagher, as a Permanent Substitute Teacher, at a rate of \$175 per day and to grant five (5) sick days, effective September 3, 2013 through June 26, 2014.

IV. Coaching for 2013-2014 School Year

- a. Susan Warner, Junior Varsity Girls' Tennis Coach at \$3,458.42
- b. Karen Gibbs, Junior Varsity Girls' Volleyball Coach at \$4,508.09
- c. Cindy Belt as the Varsity Girls' Volleyball Coach at \$5,333.90
- d. Robert DeStefano, Varsity Golf Coach at \$3,458.42
- e. Peter Miedema, Varsity Girls' Basketball Coach, at \$5,859.78
- f. Michael Mundy, Varsity Boys' Basketball Coach, at \$5,859.78
- g. Ian Kanarvogel, Junior Varsity Boys' Basketball Coach, at \$4,960.07

V. Co-Curricular positions for the 2013-2014 school year

- a. Jessica Bosak, 11th Grade Advisor, at \$1,782.54
- b. Jessica Bosak, Select Choir, at \$1,782.54
- c. James Bocca, 10th Grade Co-Advisor, at \$354.29
- d. Brian Doelger, 10th Grade Co-Advisor, at \$354.29
- e. Virginia Gibbs, 7th Grade Advisor, at \$708.58
- f. Virginia Gibbs, 8th Grade Advisor/Disney Trip Coordinator, at \$1,782.54
- g. Sharon Gibbs, Science Fair, at \$1,782.54
- h. Janine Mahoney, National Honor Society Advisor, at \$1,434.06
- i. Janine Mahoney, Landmark Books/Book Craft Club Advisor, at \$1,434.06
- j. Peter Miedema, Student Council, at \$2,671.70
- k. Rebecca Mundy, Yearbook, at \$4,642.20
- l. Meghan Lang, 12th Grade/Graduation Co-Advisor, at \$891.27
- m. James Theinert, 12th Grade/Graduation Co-Advisor, at \$891.27
- n. Natalie Regan, Substitute Dispatcher, at \$4,642.20
- o. Devon Treharne, School Newspaper Advisor, at \$1,782.54
- p. Daniel Williams, Science Club Advisor, at \$1,434.06

VI. Athletic Chaperoning for the 2013-2014 school year (one game per night \$90.82, two games per night \$139.39, Clock keeper, chaperone rate + \$10)

- a. Jessica Bosak
- b. Deborah Brewer
- c. Jacqueline Brewer
- d. Janine Mahoney
- e. Peter Miedema
- f. Richard Osmer
- g. Helene Starzee
- h. James Theinert
- i. Ian Kanarvogel

VII. Detention Monitors for the 2013-2014 school year @ \$60/period

- a. Jessica Bosak
- b. Ann Marie Galasso
- c. Virginia Gibbs
- d. Janine Mahoney

e. Peter Miedema

VIII. Substitute Teachers for the 2013-2014 school year @ \$110 per day (certified or 4 year degree)

- a. Marian McEnroe
- b. Judith Card
- c. Laurie de Poto
- d. Kathleen Lynch
- e. Margaret Anne Larsen
- f. William Alan Garrison
- g. Catherine Brigham
- h. Phyllis Power
- i. Kerri Knipfing
- j. Mark Quintana
- k. Denise Vogel

VIII. Substitute Teachers for the 2013-2014 school year @ \$110 per day (certified or 4 year degree)

- a. Hope Kanarvogel

IX. Substitute School Nurse (R.N.) for the 2013-2014 school year @ \$110 per day

- a. Sharon Wicks

X. Substitute Custodian for the 2013-2014 school year @ \$15 per hour

- a. Dana Foster

9.2 Employment Agreements

- a. BE IT RESOLVED THAT: The Board of Education hereby approves the annexed agreements between the Shelter Island School District and non-aligned personnel; and
BE IT FURTHER RESOLVED THAT: The Board of Education hereby authorizes the Board Vice-President to execute said agreements.

- b. BE IT RESOLVED THAT: The Board of Education hereby approves the Agreement between it and Ms. Jennifer Rylott; and
BE IT FURTHER RESOLVED THAT: The Board of Education hereby authorizes the Board Vice-President to execute said agreement.

9.3 Personnel Salary

- a. Approval of the following personnel salary.
 - i. Carol Euring, Claims Auditor, \$55.00 per hour, retroactive to July 1, 2013

9.4 CPR Training

- a. Richard Osmer to provide Adult, Child, Infant CPR/AED Certification, Healthcare Provider and First Aid Training for the 2013-2014 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.

Program

A motion was made by Elizabeth Melichar, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program actions: 10.1 – 10.2

10.1 CPSE/CSE/Sub CSE for the 2013-2014 school year

- a. Committee on Pre-School Special Education
- b. Committee on Special Education
- c. Sub Committee on 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 2012-2013 to 2013-2014 school years; and

WHEREAS, the State Education Department requires that the District submit an Implementation Certification Form by August 30, 2013 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 2013-2014 school year; and

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

Motion carried unanimously.

Elizabeth Melichar thanked Dr. Hynes for all of the work he put into creating an APPR Plan for the Shelter Island School District. She noted that Shelter Island is one of very few districts who have such a plan in place. Thomas Graffagnino also thanked the Shelter Island Faculty Association for helping to create the plan and stated that it was a team effort.

Finance

A motion was made by Marilyn Pyscher, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education approves and/or accept the recommendations of the Superintendent on the following Finance Actions: 11.1 – 11.3

11.1 Financial Reports

- a. Treasurer’s Report – June 2013
- b. Treasurer’s Report – July 2013
- c. Extra Class Report – June 2013
- d. Extra Class Report – July 2013
- e. Claim Auditor’s Report – June 2013

11.2 Monetary Donations & Budgetary Increases

- a. Authorize the Shelter Island School District to accept a donation of \$1,000 from Mr. & Mrs. Clifford Clark, to be used for the purchase of the glass for the Athletic Hall of Fame showcase.
- b. Authorization to increase the budget line of Athletic Equipment A.2855.200.00.2855 in the amount of \$1,000, to be offset by the \$1,000 donation from Mr. & Mrs. Clifford Clark.

*Consent Agenda
Program*

*Consent Agenda
Finance*

11.3 Cafeteria Price Increases

a. Approve the cafeteria price increases for the 2013-2014 school year as follows.

Grab & Go Breakfast	\$2.50	Raisins, 2 sm. Boxes	\$0.50
Lunch K-5	\$2.50	Water, 24 oz.	\$1.25
Lunch 6-12	\$3.00	Water, 8 oz.	\$0.50
Adult Lunch	\$5.50	Veggies w/Dressing	\$0.50
Cheerios Bowl	\$0.75	Soup, 8 oz.	\$1.50
Kellogs Cereal Bowls	\$1.50	Small Green Salad	\$1.50
Fresh Fruit (one piece)	\$0.50	PBJ Sandwich	\$1.50
Yogurt, 6 oz.	\$1.00	Coffee w/refill	\$1.50
Granola/Nutrigrain Bar	\$0.75	Ice Cream Sandwich	\$1.00
Hard Boiled Egg	\$0.50	Fudge Bar	\$1.00
Mozzarella Stick	\$0.50	Chocolate Crunch Bar	\$1.00
Milk, 8 oz.	\$0.50	Cookies & Cream Bar	\$1.00
Bagel	\$1.00	Orange Dream Bar	\$1.00
Breakfast Burrito	\$2.00	Arctic Bar	\$1.00
Orange, Apple or Grape Juice	\$0.75	Marino's Italian Ice	\$1.00
Oatmeal	\$1.00	Fruit-a-Freeze	\$1.00

Motion carried unanimously.

Dr. Hynes stated that he submitted a letter to be published in the Shelter Island Reporter, to thank Jay Card and Cliff Clark for their donations to be used towards the purchase of glass for the Shelter Island School Athletic Hall of Fame showcase, and Jim Colligan for all of his hard work that made the Shelter Island School Athletic Hall of Fame a successful reality.

Business

A motion was made by Alfred Brigham, Sr., seconded by Elizabeth Melichar, 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 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and The Summit School, for student services. The term of said agreement shall be retroactive to July 1, 2013 and effective through June 30, 2014; and authorize the Board Vice-President to execute said agreement.
- b. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Sandra J. Perry, P.T., P.C., for physical therapy services for the 2013-2014 school year. The term of said agreement shall be retroactive to July 1, 2013 and effective through June 30, 2014; and authorize the Board Vice-President to execute said agreement.
- c. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Bellringer Communications, Incorporated of Southampton, New York, for a one year term covering the period of August 1, 2013 through July 31, 2014 for the following services; and authorize the Board Vice-President to execute said agreement.
 - 1) Burglary Monitoring Services at \$480
 - 2) Fire Monitoring Services at \$144
 - 3) Burglary System Services at \$400

12.2 Private School Transportation

- a. Approval to transport three (3) additional students to the following private school for the 2013-2014 school year:

1) Hayground School – Bridgehampton, NY

Motion carried unanimously.

Facility – None

Items for Consideration - None

Old Business - None

Academic Administrator’s Report

Although Ms. Jennifer Rylott was prepared to present about Summer School 2013, Dr. Hynes recommended to the members of the Board of Education that she presents her report at the next meeting when the entire Board is present, as well as when the SmartBoard is set up in the new conference. The Board Members who were present agreed.

Superintendent’s Report

Dr. Hynes provided the Board with a Summer Construction Update. He pointed out the new conference room, where the meeting was taking place, as well as the new District Office suite. Next, he spoke about the new water tank, explaining that the water is running, but now needs to be tested. He also explained that all of the teachers’ rooms have been cleaned, floors waxed and contents moved to each of the new locations. Overall, the summer construction is on schedule.

Elizabeth Melichar stressed that it was important for everyone to understand that District Office was moved to the lobby for security purposes. She also asked Dr. Hynes for a tour of the school once everyone is settled in.

In closing, Dr. Hynes stated that the first day of school for faculty is Tuesday, September 3, 2013 and for students it is Wednesday, September 4, 2013. When everyone arrives back at school the building will look great and there will be old and new photos hung throughout the building.

Board Member Reports - None

Visitor Comments - None

Adjournment

A motion was made by Elizabeth Melichar, seconded by Marilyn Pysher, BE IT RESOLVED THAT: The Board of Education hereby adjourns the meeting.

Motion carried unanimously.

The meeting adjourned at 6:45 pm.

Jacqueline Dunning
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday, September 16, 2013 at 7:00 pm, in the Conference Room.

*Consent Agenda
Business
(continued)*

Facility

*Items for
Consideration*

Old Business

*Academic
Administrator’s Report*

*Superintendent’s
Report*

*Board Member
Reports*

Visitor Comments

Adjournment