

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

REGULAR MEETING
June 16, 2014

- Members Present: Stephen Gessner, Thomas Graffagnino, Elizabeth Melichar, Linda Eklund, Mark Kanarvogel and Marilyn Pysher
- Others Present: Dr. Michael Hynes, Superintendent; Jennifer Rylott, Academic Administrator; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Kathleen Minder, Business Manager; Julie Lane, Shelter Island Reporter; Mary Ellen McGayhey, Shelter Island Town Videographer; 10 faculty/staff/student and 10 community resident/other
- Absent: Alfred Brigham, Sr.; Charles Binder, Student Liaison

The meeting was called to order at 6:06 pm by President Gessner, followed by the Pledge of Allegiance.

*Call to Order and
Pledge of Allegiance*

A motion was made by Linda Eklund, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 6:06 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.

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.

Visitor Questions

Parents in the audience inquired about the process for the Superintendent Search. Several members of the Board of Education explained that they would prefer to hire a permanent Superintendent, but due to time constraints, they may be required to hire an interim Superintendent instead. Stephen Gessner stated that the Board will look to the community for their input and that a survey will be created for this purpose. All in all, the Board of Education and parents agreed that finding a replacement for Dr. Hynes will be no small feat.

Visitor Questions

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. Public Budget Hearing/Regular Meeting of May 12, 2014
 2. Special Meeting of May 14, 2014
 3. Annual District Meeting and Election of May 20, 2014
 4. Special Meeting of May 22, 2014
 5. Special Meeting of May 27, 2014
 6. Special Meeting of June 9, 2014

Motion carried unanimously.

Correspondence

Dr. Gessner acknowledged a letter the Board of Education received from a community member and stated that the letter was forwarded to our legal counsel.

*Consent Agenda
Correspondence*

General Presentation

Mr. Mark Palios spoke about the post high school plans for the twenty seven (27) members of the Class of 2014. Those plans are broken out as follows: 17 will attend a 4 year college; 5 will attend a 2 year college; 3 are going into the military; and 2 are going directly into employment.

*Consent Agenda
General Presentation*

Presentation Requiring Board Approval

Disney Youth Education Trip

The 8th Grade Class Officers; Mia Clark, Camryn Page, Joseph Lupo and Owen Gibbs presented the itinerary for the 8th Grade Disney Youth Education Trip and asked the members of the Board of Education for approval to attend the trip on November 3, 2014 through November 8, 2014.

*Consent Agenda
Presentation
Requiring Board
Approval*

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

8.1 **Disney Youth Education Trip**

- a. Approve the eighth grade class to attend the Disney Youth Education Trip on Monday, November 3, 2014 through Saturday, November 8, 2014.

Motion carried unanimously.

Johnson Control Technology

Mr. Daniel Haffel, Johnson Control Technology, presented an overview of the projects that would take place as part of the Energy Performance Contract. These projects would save the District almost \$60,000 per year and pay for itself in 16.6 years. All of the work done would be done at no cost to the tax payer.

The Board of Education discussed whether or not Johnson Control Technology should move forward with a formal contract for the Board to review and possibly approve at a future meeting. All Board Members agreed that they should.

McClave Engineering

Mr. Patrick McClave, McClave Engineering, presented an overview of the work that would be included in a 1.6 million dollar bond. This work includes; boiler room upgrades & steam replacement, mechanical systems upgrade, fuel oil tank replacement, and architectural repointing of masonry.

The Board of Education discussed whether or not McClave Engineering should begin the design process of the heating system before the bond vote to save time. The Board agreed that they should.

A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby authorizes McClave Engineering to draw up a contract for the design work for the heating system and begin the design process of such system prior to the bond vote.

Motion carried unanimously.

*Consent Agenda
Personnel*

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: 9.1

9.1 **Probationary Appointment of Administrative Personnel**

RECOMMENDED ACTION: that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the appointment of probationary administrative as follows; and authorize the Board President to execute the contract for said position.

Todd Gulluscio, Director of Physical Education and District Operations, at a salary of \$90,000, probationary period of July 1, 2014 through June 30, 2016.

*Consent Agenda
Personnel
(continued)*

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 actions: 9.2 - 9.6

9.2 Transition Days

- a. Approve Todd Gulluscio for transition days, at a rate of \$409.09 per day, not to exceed three (3) days, effective June 17, 2014 – June 30, 2014

9.3 Appointment of Personnel

Summer School 2014

- a. Appoint Virginia Gibbs, as Summer School Coordinator, at a rate of \$1,349.46, effective June 17, 2014.
- b. Appoint the following personnel for the summer school program, effective July 7, 2014 through August 1, 2014, at his/her individual hourly rate:
 1. James Bocca
 - i. Upper Intermediate Intensive Literacy Block; 16 hours
 2. Virginia Gibbs
 - i. LEAP Into Learning Math, K-8; 40 hours
 3. Jennifer Gulluscio
 - i. Primary Intensive Literacy Block; 16 hours
 - ii. LEAP into Learning Math, K-8; 8 hours
 4. Bryan Knipfing
 - i. LEAP into Learning Math, K-8; 16 hours
 - ii. LEAP into Learning Literacy, K-8; 8 hours
 5. Kerri Knipfing
 - i. LEAP into Learning Literacy, K-8; 8 hours
 6. Janine Mahoney
 - i. Intermediate Intensive Block; 16 hours
 7. Natalie Regan
 - i. LEAP into Learning Literacy, K-8; 24 hours
 - ii. LEAP into Learning Math, K-8; 8 hours
- c. Appoint the following personnel for the Wilson Reading summer school program, effective July 7, 2014 through August 15, 2014, at her individual hourly rate:
 1. Rachel Brigham, Grades 4-6; 24 hours
 2. Janine Mahoney, Grades 7-9; 24 hours
- d. Appoint the following personnel as Summer School Substitute Teachers (as needed), effective July 7, 2014 through August 15, 2014, at his/her individual hourly rate:
 1. Bryan Knipfing
 2. Natalie Regan
 3. Janine Mahoney
- e. Appoint Jennifer Gulluscio for summer school registration; 8 hours, effective July 1, 2014 through July 2, 2014, at her individual hourly rate.

9.4 Curriculum Planning at a rate of \$45 per hour

- a. James Bocca – not to exceed 30 hours, English 10 Regents, English 10 Honors, and ELA 7 to ELA 8 transition
- b. Lynne Colligan – not to exceed 30 hours, ELA 8, English 8 Honors, English 9 Regents, English 9 Honors, English 10 Regents, English 10 Honors, English 11 Regents, AP Literature 11, Grade 12 Oral Comprehensive Policy/Rubric
- c. Brian Doelger – not to exceed 30 hours, Social Studies 8 Regents, Social Studies 8 Honors, Global 9 Regents, Global 9 Honors, Global II 10 Regents, AP World History, US History 11 Regents, AP US History
- d. Peter Miedema – not to exceed 30 hours, Social Studies 8 Regents, Social Studies 8 Honors, Global 9 Regents, Global 9 Honors, Global II 10 Regents, AP World History, US History 11 Regents, AP US History
- e. Devon Treharne – not to exceed 30 hours, ELA 8, English 8 Honors, English 9 Regents, English 9 Honors, English 11 Regents, AP Literature 11, Grade 12 Oral Comprehensive Policy/Rubric

9.5 Extra Teaching Period

- a. Debra Sears, Special Education Teacher, to teach an extra period for the 2013-2014 school year, at a rate of \$1,636.49, retroactive to May 12, 2014 through June 24, 2014.

9.6 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 President to execute said agreements.

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: 9.7

9.7 Resignation of Personnel

- a. Michael J. Hynes, Superintendent of Schools, effective July 25, 2014.

Motion carried. Mark Kanarvogel was opposed.

Program

A motion was made by Elizabeth Melichar, seconded by Marilyn Pysher, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Program Action: 10.1

10.1 CSE/504 Recommendations for the 2013-2014 School Year

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

Motion carried unanimously.

Finance

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 Finance Actions: 11.1 – 11.4

11.1 Financial Reports

- a. Treasurer's Report – May 2014
- b. Extra Class Report – May 2014

- c. Appropriation Status Report
- d. Revenue Status Report
- e. Claim Auditor's Report – May 2014
- f. Payroll Audit Report – May 2014

*Consent Agenda
Finance (continued)*

11.2 Budget Transfers

- a. Accept and approve the Budget Transfer Reports for the period of May 9, 2014 through June 12, 2014, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

11.3 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, 2015.

11.4 Budgetary Increase

- a. BE IT RESOLVED THAT: The Board of Education of the Shelter Island School District hereby authorizes a budgetary increase to the General Fund Account Code A.2110.130.00.0000, in an amount not to exceed \$17,093.75, to be offset by the Reserve for Employee Benefit Accrued Liability Reserve (EBALAR) pursuant to General Municipal Law Section 6-P.

Motion carried unanimously.

Business

A motion was made by Mark Kanarvogel, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Business Action: 12.1

*Consent Agenda
Business*

12.1 2013 – 2014 School Year Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island School District and Waincott Common School District, for student services, in the amount of \$384.98. The term of said agreement shall be retroactive to July 1, 2013 through June 30, 2014; and authorize the Board President and District Clerk to execute said agreement.
- b. Approve the agreement between the Board of Education of the Shelter Island School District and Parkway Pest Services, of New Hyde Park, NY, for termite treatment, in the amount of \$2,895; and authorize the Board President to execute said agreement.
- c. Approve the agreement between the Board of Education of the Shelter Island school District and P&M Doors, LLC, of Copiague, NY, for installation of new security leversets and exit devices, in the amount of \$34,903.48; 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 McClave Engineering, PC, of Bohemia, NY, for the design of the new acid waste system, in the amount of \$10,000; and authorize the Board President to execute said agreement.
- e. Approve the agreement between the Board of Education of the Shelter Island School and RJ Painting, Incorporated, of Copiague, NY, for painting services, in the amount of \$8,295; and authorize the Board President to execute said agreement.
- f. Approve the agreement between the Board of Education of the Shelter Island School and Corazzini Asphalt, Incorporated, of Cutchogue, NY, for the replacement of the asphalt path at the Edible School Garden, in the amount of \$3,900; and authorize the Board President to execute said agreement.

- g. Approve the agreement between the Board of Education of the Shelter Island School and North Fork Seal Coating, of Laurel, NY, for the sealing and restriping of the school parking lot, in the amount of \$7,460; and authorize the Board President to execute said agreement.
- h. Approve the agreement between the Board of Education of the Shelter Island School and Metropolitan Construction Systems, Incorporated, of Holbrook, NY for school and FIT Center roof repairs, in the amount of \$21,500; and authorize the Board President to execute said agreement.

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 Business Action: 12.2 a. -e.

12.2 2014-2015 School Year Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island School District and Pathfinder Village, for student services for the 2014-2015 school year. The term of said agreement shall be 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 School District and The Summit School, for student services. 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 Complete Rehabilitation, PT, OT, SLP of the Hamptons, PLLC, for student services for the 2014-2015 school year. The term of such agreement shall be from July 1, 2014 through June 30, 2015; 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 Islip Tutoring Service, Incorporate, for student services. The term of said agreement shall be 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 School District and Mattituck-Cutchogue Union Free School District, for student services. The term of said agreement shall be July 1, 2014 through June 30, 2015; and authorize the Board President to execute said agreement.

Motion carried unanimously.

A motion was made by Stephen Gessner, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Business Action: 12.2 f.

12.2 2014-2015 School Year Contracts

- f. Approve a contract with Eastern Suffolk BOCES for services in the 2014-2015 school year, at a cost of approximately \$213,878.26, 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 herself.

A motion was made by Linda Eklund, seconded by Stephen Gessner, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Business Action: 12.3

12.3 Resolution Authorizing Best Value/Piggybacking

- a. WHEREAS, the TCPN (The Cooperative Purchasing Network), US Communities Government Purchasing Alliance, & NJPA (National Joint Powers Alliance) has made available to other municipalities a contract for technology solutions, buildings & grounds supplies, food service supplies, office supplies, athletic supplies, instructional material and supplies as well as related supplies and equipment; and

WHEREAS, said contract for technology solutions, buildings & grounds supplies, food service supplies, office supplies, athletic supplies, instructional material and supplies as well as related supplies and equipment was let for bid consistent with the requirements of General Municipal Law, section 103; and

WHEREAS, the School District is permitted to utilize said contract in accordance with the terms and conditions of the bid and requirements of General Municipal Law, section 103; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby authorizes the purchase of technology solutions, buildings & grounds supplies, food service supplies, office supplies, athletic supplies, instructional material and supplies as well as related supplies and equipment from TCPN, NJPA, and US Communities Government Purchasing Alliance in accordance with the requirements of General Municipal Law, section 103.

Motion carried unanimously.

Facility

A motion was made by Mark Kanarvogel, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Facility Action: 13.1

13.1 Excessing Materials – Outdated/Being Replaced

- a. Xerox Copier WCP55H – Serial #NWL-602981 (SI Barcode 003019)
- b. Xerox Copier WCP238 – Serial #URR-895769 (SI Barcode 003149)
- c. Xerox Copier WC7665P – Serial #VDR-540060 (SI Barcode 003008)
- d. Xerox Copier WCP2636 – Serial #TFN-700740 (SI Barcode 003091)
- e. Xerox Copier WCM20i – Serial #RYU-335901 (SI Barcode 003041)

Motion carried unanimously.

Items for Consideration

July 14, 2014 – Re-Organizational Meeting

The Board of Education agreed to hold the Re-Organizational Meeting on Monday, July 14, 2014, at 6:00 pm, in the conference room.

Rural School Association of New York State 2014-2015 Membership

As the Shelter Island Union Free School District has not been a member of the Rural School Association of New York State for a few years now, the Board decided not to join again this year.

Rate of Pay for Cafeteria Substitutes

Ms. Kathleen Minder, Business Manager asked that this topic be tabled for a future meeting. The Board agreed to her request.

Gifts for Graduates

Linda Eklund agreed, once again, to purchase the gifts for the graduates. Ms. Eklund will work with the District Clerk to ensure that each Board Member pays his/her share, as this is a personal gift from the members of the Board of Education.

Old Business - None

*Consent Agenda
Business
(continued)*

*Consent Agenda
Facility*

*Items for
Consideration*

Old Business

Academic Administrator's Report

Ann Marie Galasso's Retirement Dinner

Ms. Rylott reported that many current and past faculty members were present at Ann Marie's retirement dinner. She stated that Ann Marie is an outstanding teacher and although we're sad to see her go, we are all happy for her.

Teeny Awards Results

Ms. Rylott announced that Matthew Dunning had been nominated for a Teeny Award for Best Supporting Actor in a Musical and Drew Garrison was nominated and won a Teeny Award for Best Actor in a Musical.

Schooner Trip Update

Ms. Rylott shared that this year's Schooner Trip was a huge success. The chaperones were Elizabeth Eklund, Ian Kanarvogel and Mark Palios and they all agreed they would do it again. The students spent four days and three nights at sea and learned about the basic functions of a large sailing vessel, as well as various sailing-related chores they had to perform each day.

Review of Last Week of School Events

Ms. Rylott reminded everyone that on Thursday, June 26, 2014, at 10:00 am, there would be an awards ceremony and picnic to celebrate students in grades K-5. Additionally, on Friday, June 27, 2014, at 8:30 am, there would be an awards ceremony/bagel breakfast to celebrate the accomplishments of students in grades 6-12.

Superintendent's Report

Welcome

Dr. Hynes took a moment to once again welcome Todd Gulluscio, the District's new Director of Physical Education and District Operations.

Graduation

Dr. Hynes announced that the graduation ceremony would be held on Saturday, June 28, 2014, at 2:00 pm. He stated that both he and the seniors are very excited for the ceremony.

Oral Comprehensive Exams

Dr. Hynes stated that he was impressed with what the students presented for their Oral Comprehensive Exams. He further stated that the framework has been laid for great things to continue in the future.

Varsity & Junior Varsity Sports Awards Ceremony

Dr. Hynes explained that this year's Varsity & Junior Varsity Sports Awards Ceremony was the nicest he has attended at our District. He stated that it was held in the Gymnasium, with coffee and dessert and families seated at tables. Dr. Hynes went on to thank Richard Osmer and Helene Starzee for everything they did to make it a special celebration.

Board Member Reports

Elizabeth Melichar reported on the Phi Delta Kappa "Friends of Education" Awards dinner that some Board Members and Faculty/Staff attended in support of Dr. Hynes. Ms. Melichar explained that there were two tables worth of Shelter Island supporters and that alone was a testament to all that Dr. Hynes has brought to our school.

Marilynn Pysher reported that as part of CTC, she hosts a girls' tea and Jack Monaghan hosts a boys' luncheon for the members of the senior class. These gatherings allow for this year's college freshmen to speak with the current seniors about the transition to college life; giving helpful hints, and answering any questions the seniors may have about freshmen year. Both gatherings were very well attended.

*Academic
Administrator's
Report (continued)*

*Superintendent's
Report*

*Board Member
Reports*

Mark Kanarvogel thanked Dr. Hynes for everything he has done for the Shelter Island Community. He went on to say that although we will hire a new Superintendent, we will never be able to replace Dr. Hynes.

Student Liaison Report - None

Visitor Comments – None

Dr. Carl Bonuso, Superintendent of the Sag Harbor School District, congratulated the Board of Education on the hiring of Todd Gulluscio. He then congratulated Dr. Hynes on his new venture and wished the Board the best of luck in hiring a new Superintendent.

A motion was made by Elizabeth Melichar, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 8:36 pm to discuss the employment of particular individuals pursuant to Section 105(f) of the Public Officers Law.

Motion carried unanimously.

The Board came out of executive session at 9:36 pm.

Adjournment

A motion was made by Thomas Graffagnino, seconded by Linda Eklund, to adjourn the meeting.

Motion carried unanimously

The meeting adjourned at 9:38 pm.

Jacqueline Dunning
District Clerk

The Re-Organizational Meeting of the Board of Education of the Shelter Island Union Free School District is
Monday, July 14, 2014, at 6:00 pm, in the Conference Room.

*Board Member
Reports (continued)*

*Student Liaison
Report*

Visitor Comments

Adjournment