

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

**BUDGET/REGULAR MEETING
March 17, 2014**

Members Present: Stephen Gessner, Thomas Graffagnino, Linda Eklund, Alfred Brigham, Sr., Marilyn Pysner (arrived at 6:24 pm), Elizabeth Melichar (arrived at 6:20 pm) and Mark Kanarvogel (left at 7:20 pm)

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; Chris Tehan, Shelter Island Town Videographer; 22 faculty/staff/student and 17 community resident

Absent: Charles Binder, Student Liaison

The meeting was called to order at 6:05 pm by President Gessner.

Call to Order

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

Executive Session

Motion carried unanimously.

The Board came out of executive session at 6:25 pm The budget portion of the meeting started at 6:30 pm.

Budget Presentation

2014-2015 School Budget Presentation

Ms. Jennifer Rylott welcomed everyone to the third presentation that will be held in preparation of the 2014-2015 school budget. The topic presented at this meeting was Educational Program. Ms. Rylott presented the Special Education portion of the program which included the following areas.

- Special Education Overview
- In-District Special Education Services
- Special Education Accomplishments
- Special Education Budget

Stephen Gessner and Elizabeth Melichar both commended Ms. Rylott on the budget she presented, as well as the presentation itself.

At this time, Ms. Rylott turned the presentation over to Dr. Michael Hynes who presented the following areas of the Educational Program.

- Salaries
- Contractual
- Travel & Conference
- Equipment, Materials, Supplies, Texts
- Charter School Tuition for Regular School
- BOCES Services
- Education Program Employees' Benefits

Dr. Hynes reviewed the schedule of the dates and topics for the remaining 2014-2015 school budget meetings. The schedule is as follows.

- March 24, 2014 – Capital, Sports, Cafeteria
- April 1, 2014 – Budget Overview

- April 23, 2014 – Budget Adoption

Dr. Hynes ended his presentation and opened the floor to any questions and concerns, of which there were none.

The budget portion of the meeting ran over time. At 7:10 pm, additional visitors who were waiting in the hall, were welcomed in.

At 7:12 pm, Dr. Gessner called to order the regular portion of 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 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

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

- a. Approval of Minutes
 - 1. Budget Presentation/Regular Meeting of February 10, 2014

Motion carried unanimously.

Correspondence - None

Visitor Questions - None

At this time, Dr. Gessner explained that a Board Member had to leave early and requested a shift in the agenda. Agenda item 10.2 Tenure Recommendation was moved forward to this point in the meeting.

Personnel

Dr. Hynes made a tenure recommendation to the Board of Education for Jessica Bosak, K-12 Music Teacher. He highlighted Ms. Bosak’s strengths. Brian Becker, Shelter Island Faculty Association (SIFA) President, thanked the Board for supporting a faculty member. Keith Brace, Band Teacher spoke about his positive experience working with Ms. Bosak. Mark Kanarvogel stated how lucky our District is to have Ms. Bosak. Ms. Bosak was then given the opportunity to speak and thanked Dr. Hynes and the Board Education for their support.

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: 10.2

10.2 Tenure Recommendation

- a. Approval of the tenure recommendation of Jessica Bosak, in the tenure area of Music K-12, effective March 17, 2014.

Motion carried unanimously.

At 7:20 pm, Mark Kanarvogel left the meeting.

*Budget Presentation
(continued)*

Pledge of Allegiance

Mission Statement

*Consent Agenda
Approval of Minutes*

Correspondence

Visitor Questions

Personnel

Presentations

Humanities and MST Houses: Professional Capital-Program Changes 2014-2015/Curriculum Catalog

Brian Doelger, Social Studies Teacher; Walter Brigham, Math Teacher; Lynne Colligan, English Teacher; and Jim Bocca, English Teacher presented as a group. Their presentation covered the following topics.

- Research-based significance of Curriculum Collaboration
- Explanation of Curriculum Collaboration Periods
- Proposed Honors Program
- Achievements of Curriculum Collaboration

Mark Palios, Guidance Counselor closed the presentation by distributing a copy of the 2014-2015 Curriculum Catalog to the members of the Board of Education. Mr. Palios stated that the new catalog includes more honors/college level classes, less electives and one study hall.

The Board of Education and Dr. Hynes thanked the faculty members for their exciting presentation. Dr. Hynes then introduced three guests who were in the audience – Mr. David Gamberg, Southold Superintendent; Dr. Steven Cohen, Shoreham-Wading River Superintendent and Ms. Ann Smith, Mattituck-Cutchogue Assistant Superintendent. All three guests congratulated our teachers and thanked them for leading the way.

At 7:20 pm, Dr. Gessner invited visitors to leave, if they wished to.

Dr. Gessner continued to shuffle the evening’s agenda and moved Items for Consideration to this point of the meeting.

Items for Consideration

Private School Transportation Shared Services

Dr. Hynes explained he met with several parents of private school students who were concerned about the length of time their children spend on the bus home. As one of the private schools changed its dismissal time, the children are now on the bus for an additional 30-40 minutes. As a solution, Dr. Hynes inquired about shared bus services with the Greenport School District. The cost for this service would be \$3,300 for the remainder of the 2013-2014 school year and \$9,500 for the full 2014-2015 school year. Dr. Hynes recommended the Board allow this to happen this year and budget for it for next year, as well. He stressed that even though we are within school policy and commissioner regulations, there is a humanistic side to this.

The members of the Board of Education discussed Dr. Hynes’ recommendation.

A motion was made by Linda Eklund, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent for shared bus services with Greenport School District at a cost of \$3,300 for the 2013-2014 school year and the inclusion of such services in the 2014-2015 budget at a cost of \$9,500.

Motion carried unanimously.

The parents in the audience who have children attending private schools, thanked Dr. Hynes and the Board of Education for helping to find a solution to this issue.

Presentation (continued)

Capital Reserve Proposition

Dr. Hynes outlined the following proposed work that would be done with capital reserve funds.

- Acid neutralization tank
- Door locksets

Presentations

Items for Consideration

Presentations (continued)

- Flooring/rugs
- Fire alarm system
- Brick repointing and crack repair

Dr. Hynes explained that by using capital reserve funds, these projects would not constitute an additional cost to taxpayers.

Dr. Hynes then presented three different propositions –

- Proposition #1 – Includes acid neutralization tank, door locksets and flooring/rugs
- Proposition #2 – Includes brick repointing & crack repair, and new fire alarm system
- Proposition #3 – Includes both Proposition #1 and Proposition #2

The Board discussed all three options and decided to move forward with Proposition #3. 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 for the following Business item.

State Environmental Quality Review Act

WHEREAS, the Board of Education of the Shelter Island Union Free School district, desires to embark upon the following capital improvement projects: at Shelter Island School, including but not limited to Acid Neutralization Tank (\$60,000), Door Locksets (\$50,000), Flooring/Rugs (\$32,000), New Fire Alarm System (\$164,000), Brick Repointing and Crack Repair (\$75,000).

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

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

Motion carried unanimously.

Personnel

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: 10.1 I., III., IV. and V.

10.1 Appointment of Personnel

I. Food Service Worker

- a. Stephanie Tybaert, to a 26-233k probationary appointment, as Food Service Worker, retroactive to February 25, 2014, at a salary of \$19,299.00, Step 2 of the Food Service Worker salary scale.

III. SAT II Review Class

- a. Ann Marie Galasso to provide a review class for the SAT II in Physics for the 2013-2014 school year, not to exceed \$710.63 (7.5 hours at professional rate)

SEQRA

*Consent Agenda
Personnel*

- IV. Additional Substitute Teacher for the 2013-2014 School Year at \$110 per day
 - a. Kyle Lumpkin
- V. Additional Coaching for 2013-2014 School Year
 - a. Ian Kanarvogel, Junior Varsity Girls' Softball, \$4,508.09
 - b. Peter Miedema, Junior Varsity Boys' Baseball, \$4,508.09

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: 10.1 II.

10.1 Appointment of Personnel

- II. Permanent Substitute
 - a. Approval to extend the appointment of Elizabeth Eklund, as Permanent Substitute Teacher, at a rate of \$175 per day from February 10, 2014 through June 30, 2014.

Motion carried. Linda Eklund recused herself.

Program

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 Program Action: 11.1 – 11.2

- 11.1 CPSE/CSE/504 for the 2013-2014 School Year
 - a. Committee on Preschool Special Education
 - b. Committee on Special Education
 - c. 504 Committee

11.2 School Calendar 2014-2015

- a. Approval of the Shelter Island District's School Calendar for the 2014-2015 school year

Motion carried unanimously.

Finance

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 Finance Actions: 12.1 – 12.2

- 12.1 Financial Reports
 - a. Treasurer's Report – February 2014
 - b. Extra Class Report – February 2014
 - c. Appropriation Status Report
 - d. Revenue Status Report
 - e. Claim Auditor's Report – February 2014
 - d. Payroll Audit Report – February 2014

12.2 Budget Transfers

- a. Accept and approve the Budget Transfer Reports for the period of February 7, 2014 through March 7, 2014, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

Motion carried unanimously.

*Consent Agenda
Personnel
(continued)*

*Consent Agenda
Program*

*Consent Agenda
Finance*

Business

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

13.1 Monetary Donations and Budgetary Increase

- a. Authorize the Shelter Island School District to accept a donation of \$10.00 from John Kilb, to be used for the purchase of materials and supplies for the Athletic Hall of Fame.
- b. Authorization to increase the budget line of Athletic Materials and Supplies A.2855.450.00.2855 in the amount of \$10.00, to be offset by the \$10.00 donation from John Kilb.
- c. Authorize the Shelter Island School District to accept a donation of \$50.00 from Kathy Richards, to be used for the purchase of materials and supplies for the Athletic Hall of Fame.
- d. Authorization to increase the budget line of Athletic Materials and Supplies A.2855.450.00.2855 in the amount of \$50.00, to be offset by the \$50.00 donation from Kathy Richards.
- e. Authorize the Shelter Island School District to accept a donation of \$2,000.00 from the Shelter Island Educational Foundation, to be used for the Adirondack Chair Project.
- f. Authorization to increase the budget line of Technology Program Material & Supplies A.2110.450.00.0016 in the amount of \$2,000.00, to be offset by the \$2,000.00 donation from the Shelter Island Educational Foundation.

A motion was made by Linda Eklund, seconded by Alfred Brigham, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendation of the Superintendent on the following Business Action: 13.2

13.2 Contracts

- a. Approve the contract for transportation services, for a passenger coach, for the College Visit Field Trip (New York University & St. John's University) as follows; and authorize the Board President to execute said contract.
 1. Hampton Jitney on March 5, 2014, in the amount of \$1,200.00
- b. Approve the contract for transportation services, for a passenger coach, for the Regional Final Spectator Bus as follows; and authorize the Board President to execute said contract.
 1. Hampton Jitney on March 8, 2014, in the amount of \$475.00
- c. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Nawrocki Smith, LLP for auditing services. The term of said agreement shall be retroactive to July 1, 2013 through June 30, 2014; and authorize the Board President to execute said agreement.
- d. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Riverhead Central School District for student services. The term of said agreement shall be retroactive to July 1, 2013 through June 30, 2014; 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 Munistat Services, Inc., for municipal advisory services. The term of said agreement shall be retroactive to February 21, 2014 through June 30, 2014; 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 ThyssenKrupp Elevator Americas for elevator safety inspection/testing. The term of said agreement shall be March 18, 2014 through June 30, 2014; 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 ThyssenKrupp Elevator Americas for clean down of elevator hoistway interior. The term of said agreement shall be March 18, 2014 through June 30, 2014; and authorize the Board President to execute said agreement.

*Consent Agenda
Business
(continued)*

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 Business Action: 13.3

13.3 NYCLASS Municipal Cooperation

- a. WHEREAS, New York General Municipal Law, Article 5-G, Section 119-o (“Section 119-o” empowers municipal corporations [defined in Article 5-G, Section 119-n to include school districts boards of cooperative educational services, counties, cities, town and villages] and districts to enter into, amend, cancel and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers and duties on a cooperative or contract basis;

WHEREAS, the Shelter Island Union Free School District wishes to invest certain of its available investments funds in cooperation with other corporations and/or districts pursuant to a municipal cooperation agreement;

WHEREAS, the Shelter Island Union Free School District wishes to assure the safety and liquidity of its funds;

Now, therefore, it is hereby resolved as follows:

The District Treasurer is hereby authorized to execute and deliver the Cooperative Investment Agreement in the name of and on behalf of the Shelter Island Union Free School District.

Motion carried unanimously.

Old Business - None

Old Business

Academic Administrator’s Report

*Academic
Administrator’s
Report*

Grades 4/5 Musical

Ms. Rylott reported that she attended the Grades 4/5 Musical, “Sing a Song of Aesop,” which was directed by Ms. Bosak. Ms. Rylott congratulated Ms. Bosak and the students on a job well done.

Superintendent’s Report

*Superintendent’s
Report*

Boys’ Varsity Basketball Team

Dr. Hynes congratulated the Boys’ Varsity Basketball Team on their historic run. He stated he was extremely proud of them and it was wonderful that the community was so supportive.

Educational Forum

Dr. Hynes spoke briefly about the educational forum he participated in, “Education at a Crossroads.” He thanked those who attended the event, as well as those who watched the live stream. He stated he was very proud to have been a part of this event.

Snow Day Makeup Days

Dr. Hynes reviewed the list of make-up days for the four (4) snow days used. School will now be in session on the following dates.

- Monday, April 21, 2014
- Friday, May 23, 2014
- Tuesday, May 27, 2014
- Friday, June 27, 2014

Board Member Reports - None

Student Liaison Report - None

Visitor Comments - None

Adjournment

A motion was made by Thomas Graffagnino, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education hereby adjourns the meeting.

Motion carried unanimously.

The meeting adjourned at 8:58 pm.

Jacqueline Dunning
District Clerk

The next budget meeting of the Board of Education of the Shelter Island Union Free School District is Monday, March 24, 2014, at 6:30 pm, in the Conference Room. The next regular meeting of the Board of Education of the Shelter Island Union Free School District is Monday, April 23, 2014, at 7:00 pm, in the Conference Room.

*Superintendent's
Report (continued)*

*Board Member
Reports*

*Student Liaison
Report*

Visitor Comments

Adjournment