

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

**BUDGET/REGULAR MEETING
February 10, 2014**

- Members Present: Stephen Gessner, Thomas Graffagnino, Linda Eklund, Mark Kanarvogel, Alfred Brigham, Sr., and Elizabeth Melichar (arrived at 6:25 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; Mary Ellen McGayhey, Shelter Island Town Videographer; 10 faculty/staff/student and 2 community resident
- Absent: Marilynn Pysher; and Charles Binder, Student Liaison

The meeting was called to order at 6:02 pm by President Gessner.

A motion was made by Thomas Graffagnino, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 6:02 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 6:39 pm and started the meeting followed by the Pledge of Allegiance.

Thomas Graffagnino 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.

2014-2015 School Budget Presentation

Dr. Hynes welcomed everyone to the second presentation that will be held in preparation of the 2014-2015 school budget. The topic presented at this meeting was Administration which included the following areas.

- Salaries
- Contractual
- Travel & Conference
- Materials & Supplies
- BOCES Services
- Administrative Employees' Benefit Expense
- Retirees' Benefit Expense

Dr. Hynes reviewed the schedule of the dates and topics for the remaining 2014-2015 school budget meetings, and noted that all the meetings will begin at 6:30 pm. The schedule is as follows.

- March 17, 2014 – Educational Program
- March 24, 2014 – Capital (This date has not been approved by the Board yet. Dr. Hynes will ask them to consider it later in this meeting.)
- April 1, 2014 – Budget Overview

Call to Order

Executive Session

*Pledge of
Allegiance*

Mission Statement

*Budget
Presentation*

- April 23, 2014 – Budget Adoption

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

Visitor Questions

Several parents of students who attend private schools sent a letter to Dr. Hynes regarding concerns they had about the current bus route. Two parents were in the audience and asked to meet with Dr. Hynes to discuss possible options to work out a solution. Dr. Hynes pointed out that the District is currently in compliance according to both the district policy and the commissioner's regulations, but there is always a humanistic component and he acknowledged that students are on the bus for a long time. One parent stated he understood the District was in compliance and he doesn't want it to be a financial burden. He did suggested the idea of sharing the bus with other districts. Dr. Hynes agreed that shared services would be something to explore and told the parents he would meet with them within the week.

Visitor Questions

Consent Agenda

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

- a. Approval of Minutes
 1. Budget Presentation/Regular Meeting of January 23, 2014

Motion carried unanimously.

Consent Agenda

Correspondence

Dr. Gessner acknowledged receipt of a letter from a parent.

Correspondence

Presentation

Mr. Walter Brigham, with the assistance of two students, presented a technologically-driven overview of the technology options our students and faculty are currently using on a daily basis. Mr. Brigham stated that it is very important for our District to always look at how we best keep up to provide a meaningful and cost effective delivery of technology to our students. He explained that we do this with not one thing, but with multiple technologies in multiple areas, in multiple disciplines in the building, based on subject, teaching style and house. Mr. Brigham then walked the Board through each of the tools the District is currently using.

Presentation

Ms. Libby Lisanckie, along with Mr. Keith Brace and Ms. Jessica Bosak spoke about the experiences they all had at the New York State School Music Association (NYSSMA) Conference All-State in December 2013. Ms. Lisanckie thanked the Board of Education and Dr. Hynes for their continued support of the music programs. Mr. Brace and Ms. Bosak thanked the Board for allowing them the opportunity to go to the conference for professional development.

Personnel

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 action: 9.1 – 9.2

*Consent Agenda
Personnel*

9.1 Appointment of Personnel

I. Part-Time ESL Teacher

- a. Bryan Knipfing, as a .33 FTE Teacher, effective February 10, 2014 to June 30, 2014, at a salary of \$50,403.17, pro-rated to \$7,560.50, Step 1 BA of the 2013-2014 teacher salary scale.

- II. Additional Substitute Teacher for the 2013-2014 School Year at \$110 per day
 - a. Loretta Kotowicz, effective February 11, 2014
 - b. Bryan Knipfing, retroactive to February 4, 2014

9.2 Resignation of Personnel

- a. Ann Marie Galasso, Science 7-12, effective June 30, 2014

Motion carried unanimously.

At this time, Dr. Hynes congratulated and welcomed Bryan Knipfing, who was in the audience. Dr. Hynes then spoke about Ann Marie Galasso's retirement. He stated that she is truly a master teacher and how her retirement is a significant loss to our District. Dr. Hynes stated that Ms. Galasso will be celebrated at a meeting in June.

Program

A motion was made by Mark Kanarvogel, 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: 10.1

10.1 CSE/504 for the 2013-2014 School Year

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

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: 11.1 – 11.2

11.1 Financial Reports

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

11.2 Budget Transfers

- a. Accept and approve the Budget Transfer Reports for the period of December 17, 2013 through January 31, 2014, that 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 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 Business Action: 12.1

12.1 Contracts

- a. Approve the contract for transportation services, for a passenger coach, for the Broadway Field Trip as follows; and authorize the Board President to execute said contract.

*Consent Agenda
Personnel
(continued)*

*Consent Agenda
Program*

*Consent Agenda
Finance*

*Consent Agenda
Business*

1. Classic Coach on May 22, 2014, in the amount of \$1,200.00
- b. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Suffolk Independent Living Organization (SILO), of Ronkonkoma, New York, for student service, in the amount of \$595.00. The term of said agreement shall be retroactive to January 27, 2014 and effective through June 30, 2014; and authorize the Superintendent to execute said agreement.
- c. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Martha Tuthill, Transition Coordinator, for special education services, in the amount of \$225.00 per week, not to exceed \$4,500.00. The term of said agreement shall be February 11, 2014 through June 26, 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 Shelter Island Refuse, of Shelter Island, NY, for the removal of refuse, in the amount of \$6,800.00. The term of said agreement shall be retroactive to July 1, 2013 and effective 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 Liberty Lawn & Landscape, LLC, of Shelter Island, NY for the removal of snow, in the amount of \$3,850. The term of said agreement shall be retroactive to July 1, 2013 and effective through June 30, 2014; and authorize the Board President to execute said agreement.

Motion carried unanimously.

Items for Consideration

NYSSBA 95th Annual Convention & Education Expo in New York City, October 26-28, 2014

Dr. Gessner polled the Board to find out who was interested in attending the upcoming event. Elizabeth Melichar stated that she would like to attend this year. Linda Eklund pointed out that there are three Board seats are up for re-election, so there is the possibility of new Board members who should attend. Dr. Hynes and Dr. Gessner also stated they will attend this year and have even submitted a proposal to present at the event. It was agreed that the District Clerk would secure at least two rooms, one male and one female and then could add more if others decide to attend.

Add Monday, March 24, 2014 to the Budget Presentation Calendar

Dr. Hynes asked the Board to consider adding the date of March 24, 2014 to the current Budget Calendar. At this meeting, Dr. Hynes would like to present the topic of "Capital". The Board members unanimously agreed to adding the date. The meeting will begin at 6:30 pm.

Gap Elimination Adjustment (GEA)

Dr. Hynes crafted a letter to Assemblyman Thiele to show the District's support of the repeal of the Gap Elimination Adjustment and asked for the Board's approval to send the letter to Assemblyman Thiele.

A motion was made by Thomas Graffagnino, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby approves sending a letter crafted by Dr. Hynes, regarding the repeal of the Gap Elimination Adjustment to Assemblyman Thiele.

Motion carried unanimously.

Old Business - None

Academic Administrator's Report

National Honor Society Induction Dinner

Ms. Rylott reported that she attended the National Honor Society Induction Dinner on January 30, 2014, from 6:00 pm – 8:00 pm at the Rams Head Inn. Three students were inducted this year. Ms. Rylott thanked Linda Eklund for hosting, Marilynn Pysner for being a part of the waitstaff and Janine Mahoney for organizing the event.

Parents as Reading Partners (PARP)

Ms. Rylott explained that students in grades K-5 participated in Parents as Reading Partners (PARP) over the past three weeks. This year's theme was "Sowing the Seeds of Reading", tying in to the school's new edible garden. As part of the 3-week event, guest readers visited classrooms and read garden-themed books to our students. There was a very strong participation this year, especially amongst grade 5. At the end of the 3-week period, there was a sing-along celebration in the auditorium with Dr. Hynes on guitar and student, Elizabeth Dunning on the ukulele. After the sing-along event, students and their families enjoyed milk and cookies in the cafeteria.

Superintendent's Report

Senior Oral Comprehensive Exam

Dr. Hynes spoke about the new Senior Oral Comprehensive Exam. Members of the graduating class are required to give a two part presentation. The first part focuses on their Senior thesis paper and the second part will be an overview of his/her experience within the school; whether it be good, bad or indifferent. For students who attend the BOCES program, instead of the Senior thesis paper, they will showcase the skillsets they've developed at BOCES. Students will present to a committee of nine (9) adults.

Dr. Gessner asked if members of the Board of Education could be part of the committee. Dr. Hynes will discuss the idea with the teachers.

Ms. Melichar asked if they couldn't be on the panel, could the presentations could be videotaped so the Board of Education could at least see how the process works. Dr. Hynes stated he would discuss this idea with the teachers as well.

February PTSA Meeting

Dr. Hynes reported there was a very good turnout for the February PTSA meeting. He discussed the topic of Common Core and answered the questions/concerns of parents.

Pre-K Program

Dr. Hynes explained his thoughts about a Pre-K program at our school. With the Board's approval, he would like to further explore the idea of having 4 year old students attend a morning class with our Kindergarten students. The Board was very supportive of the idea.

Heating System Update

Dr. Hynes asked Michael Dunning, who was in the audience, to update the Board regarding the heating system. Mr. Dunning stated McClave Engineering would be in during the week to conduct a building survey. He also reported that an Energy Performance Contractor would be in to do a walk thru of the building. This walk thru will help the contractor decide whether or not he/she wants to respond to the Energy Performance Contract Request for Proposal (RFP).

Boys' Varsity Basketball Team

Dr. Hynes announced that the Boys' Varsity Basketball Team's next game was a playoff game that would be held at Smithtown-Christian during the week. At the time of the meeting, the date, time and location were still to be determined.

Board Member Reports

Dr. Stephen Gessner reported that he had attended the PTSA meeting in February. He stated it was a remarkable meeting and commended Dr. Hynes on explaining Common Core so well to the large audience of parents in attendance.

Student Liaison Report - None

Visitor Comments - None

Adjournment

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

Motion carried unanimously.

The meeting adjourned at 8:13 pm.

Jacqueline Dunning
District Clerk Pro

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday, March 17, 2014, at 6:30 pm, in the Conference Room.

*Superintendent's
Report (continued)*

*Board Member
Reports*

*Student Liaison
Report*

Visitor Comments

Adjournment