

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

**BUDGET/REGULAR
MEETING**
April 17, 2013

- Members Present: Stephen Gessner, Thomas Graffagnino, Mark Kanarvogel, Linda Eklund, Elizabeth Melichar, Alfred Brigham, Sr., and Marilyn Pysher
- Others Present: Dr. Michael Hynes, Superintendent; Jennifer Rylott, Academic Administrator; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Julie Lane, Shelter Island Reporter; 17 faculty/staff/student and 4 community residents
- Absent: Katy Binder, Student Liaison

The meeting was called to order at 6:01 pm by President Gessner.

Executive Session

A motion was by made by Elizabeth Melichar, seconded by Marilyn Pysher, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 6:01 pm to discuss the employment of particular individuals in the district pursuant to Section 105(f) of the Public Officers Law.

Motion carried unanimously.

The Board came out of executive session at 6:37 pm.

The budget workshop began, followed by the Pledge of Allegiance.

Budget Workshop

Elizabeth Melichar 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 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.

Dr. Michael Hynes welcomed everyone to the second of three 2013-2014 Budget Discussions. He explained that at this meeting, the Board should try to agree on an option of fund balance to appropriate, as well as what items to reduce for the 2013-2014 budget. After lengthy discussion, the Board agreed to reduce the following items/positions: BOCES Services; Consultant Costs; Junior High Sports, excluding Boys' and Girls' Volleyball and Basketball (which also effects the Athletic Shared and Athletic Contract Solo budget lines); Off Island Sports; Media Club; Middle School Coordinator; Science Coordinator; Newsletter Coordinator; Board of Education Items; Chaperones; Part Time Cafeteria Worker; Custodian; Social Worker; Unemployment; TAN Interest, Miscellaneous Codes. The Board discussed, but table for future discussion, the following items/positions for reduction: Summer School, Permanent Substitute and Landmark Books.

Presentation

Visitor Questions

Visitor Questions

Ms. Jennifer Gulluscio spoke of her concern of cutting the reading portion of the summer school program because this portion is for remedial/AIS students who are invited to the program in order to keep up their skills over the summer. Dr. Hynes clarified that the reading class Ms. Gulluscio described is not the class the district may cut. It is the other reading program that would be cut.

Ms. Kathleen Lynch commented about the Book Craft Club. She stressed how important this club is because it is an elementary student's first opportunity to create a book from start to finish. Ms. Lynch then went on to explain that our small community desperately needs a Social Worker. Dr. Hynes clarified that Book Craft Club is one of the clubs the Board has agreed to not cut.

Visitor Questions
(continued)

Ms. Helene Starzee stated that it will be very difficult to operate the cafeteria without the part-time cafeteria worker.

Ms. Karen Kilb questioned the new configuration of the building and why the district has to hire a new teacher instead of allowing the middle school teachers to teach grade 5. Dr. Hynes explained that we won't know the answer to that question until all the schedules are set.

Ms. Mary Kanarvogel stated her concern about cutting the part-time custodian from the budget because it is very difficult for two people to clean the entire building. Dr. Hynes assured that the school will continue to have a part-time custodian. The item reduced from the budget was a new full-time custodian.

Mr. David Gurney expressed his concern about the new configuration of the school. He explained that his daughter has excelled in middle school this year because the team is awesome and would rather not see the team broken up.

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

Consent Agenda

- a. Approval of Minutes
 1. Budget Workshop/Regular Meeting of March 12, 2013
 2. Budget Workshop of April 3, 2013
 3. Budget Discussion of April 8, 2013
- b. Treasurer's Report for the month of February 2013
- c. Appropriations Status Report for July 1, 2013 – April 10, 2013
- d. Claim Auditor's Report for the month of January 2013
- e. Claim Auditor's Report for the month of February 2013

Motion carried unanimously

Correspondence

Dr. Stephen Gessner acknowledged that the Board received five (5) letters and that Dr. Hynes has responded to the letters.

Correspondence

Presentation

Ms. Emily Hill, Shelter Island School Part-Time Social Worker presented an overview of the role of a School Social Worker.

Presentation

Mr. Brian Becker and four (4) of the Seventh Grade Class Officers asked the Board of Education for approval to attend the annual Black Dog Schooner Trip on June 3, 2013 through June 7, 2013. They explained that the Shelter Island Educational Foundation is assisting with the cost and they are fundraising for the rest. The only cost to the district would be to cover substitute pay and chaperone pay.

A motion was made by Thomas Graffagnino, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education hereby approves the Seventh Grade to attend the annual Black Dog Schooner Trip on June 3, 2013 through June 7, 2013.

Motion carried unanimously.

Dr. Michael Hynes quickly reviewed his "On the Horizon 2013-2014" presentation in order to reach anyone who may have missed it in the past. At the end of his presentation, Dr. Hynes stressed that the most important reason for all of the changes, is to ensure our students are prepared for high school/life when they leave high school.

Personnel

A motion was made by Mark Kanarvogel, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel action: 10.1A

10.1 Appointment of Personnel

A. Leave Replacement

Mallory Wissemann, as leave replacement for Lindsay Rando, Teacher's Aide for Special Education, retroactive to April 10, 2013 through June 21, 2013, at a salary of \$19,094, prorated, Step 1 of the teacher aide salary scale.

Motion carried. Thomas Graffagnino recused himself.

A motion was made by Linda Eklund, 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: 10.1B

B. Substitute Custodian

Amend the motion of March 12, 2013 to read as follows:

Justin Moore, Substitute Custodian for the 2012-2013 school year, at a rate of \$15.00 per hour, pending clearance for employment by the New York State Department of Education (fingerprint initiative).

Motion carried unanimously.

A motion was made by Marilynn Pysher, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel action: 10.1C

C. Poll Workers

Approval of the following Poll Workers for the Annual Meeting/Budget Vote of May 21, 2013, at a rate of \$125 per day.

1. Mr. Thomas Morrirt
2. Ms. Betty Ann Morrirt
3. Mr. Lew Corbett
4. Ms. Lois Corbett

Motion carried unanimously.

A motion was made by Thomas Graffagnino, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel action: 10.1D

D. School Budget Vote Chairperson

Appointment of Stephen Gessner, President, Board of Education, as the chairperson for the Annual Meeting/Budget Vote of May 21, 2013.

Presentation
(continued)

Consent Agenda
Personnel

Motion carried. Stephen Gessner recused himself.

A motion was made by Thomas Graffagnino, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel action: 10.2

10.2 Resignation of Personnel

- a. Donna Matlock, Teacher’s Aide for Special Education, effective April 19, 2013
- b. Ian Kanarvogel, Junior Varsity Boys’ Baseball, effective immediately. (Low enrollment didn’t allow for a Junior Varsity team this year.)

Motion carried. Mark Kanarvogel recused himself.

Program

A motion was made by Elizabeth Melichar, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program action: 11.1

11.1 CPSE/Sub CSE/504 Recommendations for the 2012-2013 School Year

- a. Committee on Pre-School Special Education
- b. Subcommittee on Special Education
- c. Section 504 Committee

A motion was made by Mark Kanarvogel, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program action: 11.2

11.2 School Calendar 2013-2014

- a. Approval of the Shelter Island District’s School Calendar for the 2013-2014 school year.

A motion was made by Linda Eklund, seconded by Marilyn Pyscher, BE IT RESOLVED THAT: The Board of Education of the Shelter Island Union Free School District cast votes for the election of members to the Eastern Suffolk BOCES Board of Education. Votes were cast for:

- Mr. William Hsiang
- Ms. Lisa Israel
- Mr. Fred Langstaff
- Ms. Sandra Townsend
- Mr. John Wyche

Motion carried.

A motion was made by Marilyn Pyscher, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education of the Shelter Island Union Free School District hereby approves the BOCES Administrative Budget for 2013-2014.

Motion carried.

Business

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 Business Actions: 12.1 – 12.4

Consent Agenda
Personnel
(continued)

Consent Agenda
Program

Consent Agenda
Business

12.1 Contracts

- a. Approve the contract for transportation services, for a passenger coach on May 8, 2013 for the Broadway field trip as follows and authorize Board President to execute said contract.

1. North Fork Express of Ronkonkoma, NY, in the amount of \$1400.00

- b. Approve the agreement between the Board of Education of the Shelter Island School District and Southampton Union Free School District, for student services. The term of said agreement shall be retroactive to September 6, 2011 through June 22, 2012; 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 Bridgehampton Union Free School District, for student services. The term of said agreement shall be retroactive to September 7, 2011 through June 22, 2012; 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 Bilinguals, Incorporated d/b/a Achieve Beyond, for student services. The term of said agreement shall be retroactive to July 1, 2012 through June 30, 2013; and authorize the Board President to execute said agreement.

12.2 Budget Transfers

- a. Accept and approve Budget Transfers in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

12.3 Donations & Budgetary Increases

- a. Authorize the Shelter Island School District to accept a donation of \$3,000 from the Shelter Island Educational Foundation to be used for the costs of the Broadway Field Trip.
- b. Authorization to increase the budget line of Field Trip Ticket Fees A.2110.419-00-0000 in the amount of \$3,000, to be offset by the \$3,000 donation from the Shelter Island Educational Foundation.
- c. Authorize the Shelter Island School District to accept a donation of \$1,000 from the Shelter Island Educational Foundation to be used for the costs of the cameras for the Art Program.
- d. Authorization to increase the budget line of Art Program Materials and Supplies A.2110.450-00-0011 in the amount of \$1,000, to be offset by the \$1,000 donation from the Shelter Island Educational Foundation.

12.4 Private School Transportation

- a. Approval to transport thirteen (13) students to the following private schools for the 2013-2014 school year:

1. Ross School and Ross Primary School – Easthampton, NY (8 students)
2. Hayground School – Bridgehampton, NY (5 students)

Motion carried unanimously.

Facility

A motion was made by Linda Eklund, seconded by Mark Kanarvogel, 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

- a. Chain Link Fence from Baseball Backstop

Motion carried unanimously.

Items for Consideration

- a. The Board discussed whether or not they should renew the District's membership for the 2013 Shelter Island Chamber of Commerce.

A motion was made by Mark Kanarvogel, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby agrees to not renew the Shelter Island Chamber of Commerce Membership for 2013 and will revisit the topic again next year.

Motion carried unanimously.

- b. Dr. Stephen Gessner discussed the process for starting the Superintendent's evaluation with the Board. It was decided that the Board will meet on May 13th and then have a second meeting after the budget vote.
- c. The Board discussed the idea of adding a new section to the agenda entitled "Finance". This section would allow for Financial Reports and Budget Transfers to be broken out of the Business section.

A motion was made by Thomas Graffagnino, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education hereby agrees to adjust the agenda format to include a new section entitled "Finance".

Motion carried unanimously.

Old Business – None

Academic Administrator's Report

Ms. Jennifer Rylott acknowledged the resignation of Ms. Donna Matlock and stated that she has been a pleasure to work with and will be missed. Ms. Rylott then spoke about the New York State English Language Art and Math Exams. She explained that these tests are now aligned with the new common core standards and are much more rigorous than they have been in the past. The State is anticipating at least 50%, if not more students, will not meet proficiency this year. In the near future, the Regents Exams for Math and English will also be aligned to the new common core standards. Ms. Rylott stressed the importance of the District increasing its course offerings to meet the new standards, therefore ensuring our students are college ready.

Superintendent's Report

Dr. Hynes spoke about this year's Drama Club production of "Legally Blonde". He congratulated Mr. John Kaasik, the students and all of the adults who contributed to the production.

Dr. Hynes gave each Board Member a copy of the 2013-2014 Shelter Island High School Curriculum & Program Guide. He explained that Mr. Mark Palios has been meeting with students in order to determine which courses they will take next year and this will allow for the completion of the Master Schedule. Dr. Hynes noted that this is the earliest this process has ever been begun. The Shelter Island High School Curriculum & Program Guide will be available on the website.

Items for
Consideration

Old Business

Academic
Administrator's
Report

Superintendent's
Report

Dr. Stephen Gessner asked Dr. Hynes if Mr. Palios could report on college admissions at the next Board Meeting. Dr. Hynes agreed to have Mr. Palios present at the May 13, 2013 Board Meeting.

Board Member Reports

Ms. Elizabeth Melichar reported that the Field Trip Policy and Regulations are ready to go and will be presented at the May 13, 2013 Board Meeting for a third reading and adoption. She thanked the committee members for their thorough work and stated that the Extra Curricular Activities Policy will be the next policy reviewed.

Mr. Mark Kanarvogel explained that he attended a conference regarding Autism. One of the presenters, the father of an Autistic child, mentioned that when he takes his children somewhere crowded or far away from home, he takes a photo of them with his cell phone that morning. This way, if anyone gets lost, he has a picture of them exactly as they appear that day. Mr. Kanarvogel thought this would be good practice for field trip chaperones.

Student Liaison Report - None

Visitor Comments

Mr. Brian Becker, Shelter Island School Physical Education Teacher asked for clarification on what happens when a student’s athletic jersey is retired. He wanted to know if just the jersey itself is retired or does the actual number get retired. The Board discussed the topic and agreed that the intent is for the number to be retired.

A motion was made by Linda Eklund, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education hereby agrees that when a student’s athletic jersey is retired, the actual number is retired as well.

Adjournment

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

Motion carried unanimously.

The meeting adjourned at 8:52 pm.

Jacqueline Dunning
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Budget Discussion #3, Monday, April 22, 2013 at 6:30 pm, in the Library.

Board Member Reports
(continued)

Student Liaison Report

Visitor Comments

Adjournment