

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

**SPECIAL/REGULAR
MEETING**

December 19, 2011

Members Present: Stephen Gessner, Thomas Graffagnino, Elizabeth Melichar, Linda Eklund, Alfred Brigham, Sr.
Mark Kanarvogel entered at 7:23 p.m.

Members Absent: School Business Official, Wayne Vitale

Others Present: Superintendent, Dr. Michael Hynes; District Clerk, Deborah Vecchio; Megan Mundy, Student Liaison; Mary Anne Sadowski (executive session only), Ingerman Smith LLP; Gianna Volpe from the Shelter Island Reporter; 5 faculty/staff/students and 1 community resident.

The meeting was called to order at 6:16 p.m. by President Gessner.

Call To Order

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 6:17 p.m. 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 7:02 p.m. and started the regular meeting followed by the Pledge of Allegiance.

Visitor Questions – None

Visitor Questions

A motion was made by Thomas Graffagnino, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education hereby approves the minutes of November 14, 2011.

Approval of the Minutes

Motion carried unanimously

A motion was made by Linda Eklund, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education hereby approves the Treasurer's Report for the month of September and October 2011.

Treasurer's Report

Motion carried unanimously

A motion was made by Thomas Graffagnino, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby approves the Extraclassroom Activity Report for the period ending September 30, 2011.

Extraclassroom Activity Report

Motion carried unanimously

Correspondence –

A. Dr. Stephen Gessner stated that the Board of Education received two letters.

Correspondence

Presentation –

A. Mr. Keith Brace, Music Teacher, thanked the Board of Education for their continued support of the 8th grade Nutcracker trip. Two 8th grade students also thanked the Board and spoke of the different experiences each of the students had.

Presentation

B. Mr. Vinnie Cullen, school district auditor of the firm Cullen and Danowski, did a presentation to the Board regarding the districts' audit report as of June 30, 2011. Mr. Cullen stated that we have a very functional audit committee and his meeting with the Board of Education is a formality. He also reviewed 2 aspects of the audit, the control system of the district and the audit of the financial statements. Mr. Cullen stated that the district has improved its controls significantly over the years. He also commented that the audit of financial statements is critical in the environment we are in now, in particular school districts have a history in ensuring fiscal stability in the budget and fund balances. Dr. Michael Hynes stated that Mr. Cullen's comprehensive insight was helpful. Mr. Graffagnino also stated that during the audit committee meeting, the other members of Mr. Cullen's firm were great and explained everything. Dr. Stephen Gessner asked Mr. Cullen if he can give an opinion on our software package. Mr. Cullen stated there have been improvements, but the district needs support from the vendor.

A motion was made by Thomas Graffagnino, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts and approves the audit report for the fiscal year ending June 30, 2011.

Motion carried unanimously

Acceptance and Approval of the Audit Report – June 30, 2011

A motion was made by Mark Kanarvogel, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education hereby approves the following:

Additional Substitute Teachers

Additional Substitute Teachers for the 2011-2012 school year

- a. Cristina Vecchio @ \$110 per day (pending clearance for employment by NYS Department of Education fingerprint initiative)
- b. Cara Cass @ \$110 per day

Motion carried unanimously

A motion was made by Elizabeth Melichar, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby approves the following:

C. Gallagher as a leave replacement

Leave Replacement

- a. Christine Gallagher as a leave replacement for Kathleen Cogan, Elementary Teacher, effective December 20, 2011 to March 1, 2012, at a salary of \$55,159, prorated, Step 1 MA of the teacher salary scale.

Motion carried unanimously

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

Tenure Recommendation
Jacqueline Brewer
Teacher Assistant

Tenure Recommendation

- a. Approval of the tenure recommendation of Jacqueline Brewer, in the area of Teacher Assistant, effective January 5, 2012.

Motion carried unanimously

Dr. Michael Hynes stated that Ms. Brewer is exceptional, the district is lucky to have her, and he looks forward to working with her.

A motion was made by Thomas Graffagnino, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby accepts the resignation of Mr. Wayne Vitale in accordance with the terms of the annexed Agreement; and

Resignation of
Wayne Vitale,
Business Official

BE IT FURTHER RESOLVED THAT: The Board of Education hereby authorizes 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 recommendations of the Superintendent on the following Program actions: 9.1 – 9.3

Consent Agenda
Program

- 9.1 CPSE/Subcommittee on Special Education/504 Recommendations for the 2011-2012 school year

The Board President may seek a motion to accept the recommendations of the committees.

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

Consent Agenda
Program (con't)

9.2 First Reading of Policy

- a. Policy #7421 – Concussion Management

9.3 Senior Trip

- a. Approval to change the date of the senior class trip to Williamsburg, VA from April 25-29 to April 18-22, 2012.

Motion carried unanimously

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

Consent Agenda
Business

10.1 Contracts

a. Accept and approve two contracts for the purpose of expending IDEA 611 federal fund shares to Approved Special Education Programs (ASEP) as required by NYS Education Law; and authorizes the Board President to execute said contracts. The term of said agreements is July 1, 2011 thru June 30, 2012, the year in which the funds will be sub-allocated under applicable federal and state statutes.

b. Accept and approve a contract for the purpose of expending IDEA 611 federal fund shares to Approved Special Education Programs (ASEP) as required by NYS Education Law; and authorizes the Board President to execute said contract. The term of said agreement is September 1, 2011 through June 30, 2012 or September 1, 2011 through August 31, 2012, depending upon whether it's a 10 or 12 month program, the year in which the funds will be sub-allocated under applicable federal and state statutes.

c. Accept the contract for transportation services, for a passenger coach, for one field trip as follows and authorize the Board President to execute said contract:

1. North Fork Express of Ronkonkoma, NY for December 7, 2011 in the amount of \$1,100.

Consent Agenda
Business (con't)

Motion carried unanimously

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

Budgetary
Increase
EBALR

10.2 Budgetary Increase

- a. Authorize a budgetary increase to the line of Salary, AO.1310.150.00.0000.5, in an amount not to exceed \$5,145.79, to be offset by the Reserve for Employee Benefit Accrued Liability Reserve pursuant to General Municipal Law §6-P.

Motion carried unanimously

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 Facility actions:

Render Items
Obsolete

11.1

- a. Excessing Materials – to be determined to be of no value
 1. 1 Overhead Projector #00541
 2. 99 Metal folding chairs
 3. 1 Dinex salad bar
- b. Excessing Materials – broken beyond repair
 1. 1 Rolling Wood Cabinet #00235
 2. 1 Air Conditioner #20090076
 3. Library Cabinetry

Motion carried unanimously

Items For Consideration –

A. The Board discussed the Hamptons Collegiate Baseball League and starting a team on Shelter Island. Currently, there are 6 teams through the league. The Board of Education would like the students to pick the team name and team colors.

Items For
Consideration

A motion was made by Elizabeth Melichar, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby approves to house a Shelter Island summer baseball team through the Hamptons Collegiate Baseball League.

Motion carried unanimously

B. Dr. Stephen Gessner discussed the Board of Education vacancy and the 3 scenarios to fill the seat. The Board decided to not fill the seat at this time.

Items For
Consideration
(con't)

Old Business –

Old Business

A. The Board of Education discussed the upcoming National Honor Society dinner on January 19, 2012 at the Chequit Inn. The Board of Education volunteers as wait staff for the evening.

Administrator's Report –

Administrator's
Report

A. Dr. Hynes thanked the science teachers for the wonderful job they did on the Science Fair, which was held on Friday, December 2, 2011.

B. Dr. Hynes also thanked the music teachers for the wonderful job they did on the winter concerts held on Wednesday, December 14 and Thursday, December 15, 2011.

C. Dr. Hynes reported that the Code of Conduct Committee has met twice and is currently working on the dress code and student athlete agreement. The committee has meaningful conversations and is making progress.

D. Dr. Hynes commended Mike Dunning and his staff, along with Tina Miller, with coming up with a format for the library renovation.

Board Member Reports –

Board Member
Reports

A. Ms. Elizabeth Melichar reported that the Shared Decision Making Committee met and then was postponed. The committee needs some more people. Dr. Hynes stated that Mike Dunning and Stephanie Sareyani met with him to discuss working on a mosaic for the lobby. The deadline for installation will be April 15th.

B. Ms. Linda Eklund asked Dr. Hynes to provide more information on AIS (Academic Intervention Services). Dr. Hynes stated that he is working with RTI (Response To Intervention) to define all support services.

C. Mr. Mark Kanarvogel thanked Mike Dunning for making the shadow box in the gym out of our old bleachers. He also thanked Dr. Hynes for allowing the use of the gym for the 3 on 3 basketball tournament, the library renovation, and the school concerts.

D. Ms. Megan Mundy, Student Council President, reported that the council is looking for a new fundraiser so that they can contribute to Mrs. Misciagna's bench. If they cannot decide on a fundraiser, they will donate some money. She stated that the school assembly on social networking, pros and cons, was very informative and hopes that students got something out of it.

Board Member
Reports (con't)

Visitor Questions –

Visitor Questions

A. Ms. Lisa Gilpin asked the Board what the new baseball team on Shelter Island was about.

B. Ms. Gianna Volpe asked the Board about the resignation of Wayne Vitale and who will be replacing him. She also asked about the Employee Benefit Accrued Liability Reserve.

C. Mr. Brian Becker acknowledged all the work Ian Kanarvogel did for the 3 on 3 basketball tournament. It was a huge success.

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

Adjournment

Motion carried unanimously

The meeting adjourned at 8:08 p.m.

Deborah Vecchio
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday, January 9, 2012 at 7:00 p.m.