

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

**SPECIAL/REGULAR  
MEETING**

September 6, 2011

Members Present: Stephen Gessner, Thomas Graffagnino, Mark Kanarvogel, Kathleen Reilly, Linda Eklund, Elizabeth Melichar, Alfred Brigham, Sr.

Members Absent:

Others Present: Superintendent, Dr. Michael Hynes; District Clerk, Deborah Vecchio; School Business Official, Jessica Mack; Mary Anne Sadowski, Ingerman Smith LLP; Jo-Ann Robotti from the Shelter Island Reporter; 4 faculty/staff/students and 2 community residents.

The meeting was called to order at 5:03 p.m. by President Gessner, followed by the Pledge of Allegiance. Call To Order

A motion was made by Linda Eklund, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 5:04 p.m. to discuss the employment of a particular individual(s) in the district pursuant to Section 105(f) of the Public Officers Law and a matter involving a particular student. Executive Session

Motion carried unanimously

The Board came out of executive session at 6:15 p.m. and took a recess until 7:00 p.m.

A motion was made by Thomas Graffagnino, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby adjourns executive session at 6:16 p.m. Adjournment  
Executive Session

Motion carried unanimously

The regular meeting began at 7:01p.m.

**Visitor Questions – None** Visitor Questions

A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby approves the following: Consent Agenda

- a. Approval of Minutes
  1. Special/Regular Meeting of July 26, 2011
  2. Special Meeting of August 4, 2011

Motion carried unanimously

**Correspondence –**

A. Dr. Stephen Gessner stated that the Board of Education received 2 notes from students from the Class of 2011 thanking the Board for their graduation gift.

Correspondence

**Presentation –**

A. Ms. Deborah Vecchio, District Clerk, on behalf of Denise DiPaolo, Director of the Shelter Island Public Library, kindly requested a special district meeting of the voters of the district to be held on Saturday, October 29, 2011 from 10 a.m. to 4 p.m. for the Shelter Island Public Library's 2012 operating budget.

Presentation

A motion was made by Thomas Graffagnino, seconded by Linda Eklund, BE IT RESOLVED THAT: A special meeting of the voters of the school district be scheduled for Saturday, October 29, 2011, pursuant to the request of the Board of Trustees of the Shelter Island Public Library, for the purpose of voting on the library's 2012 operating budget and that the District Clerk be and hereby is directed to take all such steps as are necessary to conduct said special meeting.

Library Budget  
Vote 2012

Motion carried unanimously

B. As a follow-up to their presentation of July 26, 2011, Ms. Jessica Mack, Business Official and Mike Dunning, School Maintenance Crew Leader, presented the current status of the Summer 2011 Construction projects. The F.I.T. Center is finished and equipment will be moved back on September 13<sup>th</sup>. The gymnasium, HS Lobby, facilities office and conference room, and Business Office relocation have all been completed. Ms. Mack and Mr. Dunning also gave an overview of the Bond 2012 timeline. Dr. Hynes thanked Mike Dunning, his crew and Jessica Mack. Mr. Peter Waldner was also thanked for the work he did on the center floor of the gym.

A motion was made by Kathleen Reilly, seconded by Elizabeth Melichar, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 8.1

Consent Agenda  
Personnel

8.1 Appointment of Personnel

Consent Agenda  
Personnel (con't)

Summer 2011 Additional Hours

- a. Robin Anderson – 12 hours additional – to render services to students regarding the intensive reading program; at her individual hourly rate.
- b. Janine Mahoney – 2 hours additional – transitioning her CSE Chairperson duties to the new Interim CSE Chairperson; at her individual hourly rate.

Coaching for 2011-2012 school year

- a. Brian Doelger, Junior High Baseball coach, at \$2,347

Co-curricular positions for 2011-2012 school year

- a. Peter Needham, Sailing Club Advisor, at \$4,396
- b. Jacqueline Dunning, Newsletter/Public Relations, at \$1,358
- c. Jacqueline Dunning, Substitute Dispatcher, at \$4,396

Substitute Teachers & Nurses for the 2011-2012 school year (see attached list)

- a. Certified and 4 year degree @ \$110 per day
- b. Less than 4 year degree @ \$95 per day
- c. Teacher Aides @ \$95 per day

Substitute Cafeteria Workers, Monitors, & Custodians - @ \$10 per hour

District Clerk Pro Tem

- a. Jacqueline Dunning, as District Clerk Pro Tem, at a rate of \$30 per hour, to serve in the absence of the District Clerk, when necessary, for the 2011-2012 school year.

Home Instruction (when needed at the rate of \$59.20 per hour)

- a. Lynne Colligan

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 Program actions:  
9.1

Consent Agenda  
Program

9.1 APPR (Annual Professional Performance Review)

Consent Agenda  
Program (con't)

RESOLVED, that the Board of Education herewith adopts the attached documents in compliance with Education Law Section 3012-c, 8 N.Y.C.R.R. 30-2 and 8 N.Y.C.R.R. 100.2; and

BE FURTHER RESOLVED, that the Superintendent of Schools is directed to file the foregoing documents in the Office of the District Clerk and post the attached documents on the District website, on or after September 1, 2011 but before September 10, 2011.

Motion carried unanimously

A motion was made by Mark Kanarvogel, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Business actions: 10.1 – 10.6

Consent Agenda  
Business

10.1 Financial Reports

a. Accept the Budget and Revenue Status Report for the period July 18, 2011 through August 21, 2011.

10.2 Budget Transfers

a. Accept and approve the Budget Transfers Report, for the period July 1, 2011 through August 21, 2011, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

10.3 Bids

- a. Milk & Dairy Products - awarded to Arshamomaque Dairy Inc.
- b. School Lunch product items – awarded to:
  1. Donneson Provisions
  2. Landmark Savory Food

10.4 Amend Contracts

a. Approval to amend the contract of Cheryl Schlitt, Occupational Therapist, to assign services to another provider for the 2011-2012 school year.

b. Approval to amend the contract of Bellringer Communications, Inc. of Southampton, New York for a one year term covering the period of 8/1/2011 – 7/31/2012 as follows:

Consent Agenda  
Business (con't)

1. Burglary Monitoring Services @ \$480/year
2. Fire Monitoring Services @ \$144/year
3. Burglary System Services @ \$400/year

10.5 NYSSBA 92nd Annual Convention & Educational Trade Show (see attached list)

a. Approval of two Board of Education members and the Superintendent to attend NYSSBA's 92nd Annual Convention & Education Trade Show, October 27 - 30, 2011, Buffalo-Niagara Convention Center, Buffalo, NY. Conference expenses to be paid for in accordance with Board Policy.

10.6 District Network

a. Approval of the use of Virtual Private Networking for access to the Shelter Island School network.

Motion carried unanimously

A motion was made by Kathleen Reilly, seconded by Alfred Brigham, Sr., BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Facility action:  
11.1

Consent Agenda  
Facility

11.1 Excessing Materials – to be determined to be of no value

- a. 17 books - "A Mind At A Time"

Motion carried unanimously

**Items For Consideration –**

**A.** The Board of Education briefly discussed the BOE committees for 2011-2012 and will postpone appointing anyone to the committees until more information is provided on each.

Items For  
Consideration

**B.** The Board of Education discussed annual membership in the Nassau-Suffolk School Boards Association, Inc. and decided they are not going to join for the 2011-2012 school year.

**C.** Ms. Jessica Mack, Business Official, discussed budget adjustments as presented at this meeting and what reports will be given to the Board in the future.

**D.** Ms. Jessica Mack, Business Official, discussed with the Board the adoption of prices for the School Lunch and Breakfast programs. Last year the district applied to be in the Federal Breakfast Program. The application was accepted and now prices must be established by the Board for this program.

Items For  
Consideration  
(con't)

A motion was made by Elizabeth Melichar, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby establishes school lunch and breakfast prices, effective August 26, 2011 as follows:

Establish school  
lunch and  
breakfast prices

Type A Breakfast	\$1.50
Type A Lunch K-4	\$1.75
Type A Lunch 5-12	\$2.25
Reduced Type A Lunch and Breakfast	\$0.25

Motion carried unanimously

**Old Business – None**

Old Business

**Administrator’s Report –**

Administrator’s  
Report

**A.** Dr. Hynes reported to the Board that he has met with most of the seniors and needs to meet with 4 more. He stated that it has been a real pleasure speaking with each of them individually.

**B.** Dr. Hynes reported that he would like to celebrate the history of the school by structuring the lobby and the outside of the gym area to highlight and showcase the history, athletic, and academic achievements of the school.

**C.** Dr. Hynes presented an overview of the 2011 NYS Assessments, including the Shelter Island District Report Card, which includes ELA & Math for Grades 3-8 and Regents’ exams for high school. He discussed the 9 common characteristics that must be met for increased student achievement. Dr. Hynes’ goals include increasing scores for state tests including Regents exams.

**D.** Dr. Hynes commented that it was a great opening today with the teachers. Everyone is ready and excited. He also stated that his favorite day of the year is the first day of school. Dr. Stephen Gessner attended the faculty and staff welcome and stated that the faculty is supportive and the energy is terrific.

**Board Member Reports –**

**A.** Ms. Elizabeth Melichar proposed to the Board the idea of building a baseball dugout for our field. She asked if administration can start the process of fact finding, ex. SED requirements, etc. She also stated that this could be a great school/community building project. Dr. Hynes stated that our Health & Safety Officer and architect will look into this.

Board Member  
Reports

**Visitor Comments –**

**A.** Mr. David Draper handed the Board of Education a copy of a letter he previously sent to each Board member in May 2010 with his comments attached. Mrs. Draper asked Dr. Hynes what is the percent of students who are homeschooled, who attend private school, and who attend Shelter Island School.

Visitor Comments

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

Adjournment

Motion carried unanimously

The meeting adjourned at 8:10 p.m.

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Deborah Vecchio  
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday, September 19, 2011 at 7:00 p.m.