

BOARD OF EDUCATION
SHELTER ISLAND UNION FREE SCHOOL DISTRICT
2010-2011

		Term Expires
President	Rebecca L. Mundy	6/30/2011
Vice President	Thomas V. Graffagnino	6/30/2013
Member	Linda C. Eklund	6/30/2011
Member	Mark A. Kanarvogel	6/30/2012
Member	Kathleen H. Reilly	6/30/2013
Member	Stephen L. Gessner	6/30/2012
Member	Kenneth L. Lewis, Jr.	6/30/2011

Members Present: Rebecca Mundy, Thomas Graffagnino, Kathleen Reilly, Linda Eklund, Mark A. Kanarvogel, Stephen Gessner, Kenneth Lewis, Jr.

Members Absent:

Others Present: Robert Parry, Interim Superintendent; District Clerk, Deborah Vecchio; School District Business Leader, Sam Schneider; Ted Hills, Shelter Island Reporter; 5 faculty/staff/students, and 3 community members.

The meeting was called to order at 7:05 p.m. by the District Clerk, followed by the Pledge of Allegiance. Call to Order

The Oath of Office was administered by the District Clerk to newly elected Board of Education members Thomas Graffagnino and Kathleen Reilly. Oath of Office to new BOE Members

The District Clerk announced that nominations were in order for President of the Board of Education for the 2010-2011 school year. Rebecca Mundy was nominated by Mark Kanarvogel for President of the Board of Education for the 2010-2011 school year, seconded by Thomas Graffagnino. There being no further nominations, the District Clerk took the roll of the Board of Education. Election of President and Oath

Rebecca Mundy - yes	Kenneth Lewis, Jr. - yes
Mark A. Kanarvogel - yes	Stephen L. Gessner - yes
Kathleen Reilly - yes	Thomas Graffagnino - yes
Linda Eklund - yes	
Yes - 7	No - 0

Motion carried unanimously

Rebecca Mundy was declared duly elected as President of the Board of Education, Shelter Island UFSD for the 2010-2011 school year. The Oath of Office was administered by the District Clerk to Rebecca Mundy who had been elected as President of the Board of Education.

The District Clerk turned the gavel over to the President.

President Mundy stated that nominations were in order for Vice President of the Board of Education for the 2010-2011 school year. Thomas Graffagnino was nominated by Kathleen Reilly for Vice President of the Board of Education for the 2010-2011 school year, seconded by Stephen Gessner. There being no further nominations, the President took the roll of the Board of Education. Election of Vice President

Rebecca Mundy - yes	Kenneth Lewis, Jr. - yes
Mark A. Kanarvogel - yes	Stephen Gessner - yes
Kathleen Reilly - yes	Thomas Graffagnino - yes
Linda Eklund - yes	
Yes - 7	No - 0

Motion carried unanimously

Thomas Graffagnino was declared elected as Vice President of the Board of Education, Shelter Island UFSD for the 2010-2011 school year.

A motion was made by Linda Eklund, seconded by Thomas Graffagnino., BE IT RESOLVED THAT: the following officers are hereby appointed for the 2010-2011 school year to the Board of Education:

Appointment of
Board Officers and Oath of
Office

District Clerk Deborah Vecchio at an annual stipend of \$3,000
Claims Auditor Carol Euring at an hourly rate of \$50 per hour

Motion carried unanimously

The Oath of Office was administered by the President to Deborah Vecchio, as District Clerk. The District Clerk will administer the Oath of Office to Ms. Euring at a later date.

A motion was made by Mark Kanarvogel, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education voted to go into executive session at 7:22 p.m. for the purpose of various personnel issues.

Motion carried unanimously

The Board of Education came out of executive session at 7:49 p.m.

A motion was made by Thomas Graffagnino, seconded by Mark Kanarvogel, to reconvene the re-organizational meeting at 7:51 p.m.

Motion carried unanimously

A motion was made by Kenneth Lewis, Jr., seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby appoints the following officer to the Board of Education for the 2010-2011 school year:

District Treasurer Eileen Tuohy at an hourly rate of \$65 per hour

Motion carried unanimously

The District Clerk will administer the Oath of Office to Ms. Tuohy at a later date. The Oath of Office was administered by the President to Robert Parry, as Interim Superintendent, and Sam Schneider, as the School District Business Leader.

A motion was made by Kenneth Lewis, Jr., seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby approves the following appointments for the 2010-2011 school year:

Consent Agenda
Appointments

- A. Attendance Supervisor - Mary Kanarvogel
- B. Auditors - Cullen & Danowski - \$27,800
- C. School Attorney- Ingerman Smith, L.L.P
(For both Board & Labor Counsel Services) at an annual retainer of \$25,000. Other services as required @ \$220 per hour plus all out of pocket disbursements and expenses paid by the firm for any and all work related to the school district.
- D. School Insurance Broker - New York State Insurance Reciprocal (NYSIR)
- E. School Student Accident - Incircle Insurance Agency Inc.
Insurance Broker
- F. School Architect – Mosaic Associates Architects –
(fees as indicated as per the contract)

G. School Physician K-12 - Peter Kelt, MD, at an annual fee of \$850

H. Consulting Dentist - Dr. Frank Kestler

- I. Official Depositories
- A. JPMorgan Chase Bank
 - 1. Extra Class Account
 - 2. Scholarship Fund
 - 3. Trust & Agency Investor Choice
 - 4. Capital Investor Choice
 - 5. General Fund Account
 - 6. Money Market Account
 - B. Capital One
 - 1. Capital Checking Account
 - 2. Multi-Fund Checking Account
 - 3. Federal Checking Account
 - 4. Payroll Account
 - 5. Money Market Account
 - C. CLASS Cooperative Investment Program
 - 1. General Fund
 - 2. Health Insurance Reserve
 - 3. Risk Retention Reserve
 - 4. F.I.T. Reserve
 - D. Bridgehampton National Bank
 - 1. Payroll
 - E. Commerce Bank
 - F. Citibank

- J. Official Newspaper Shelter Island Reporter
- K. Chief Faculty Advisor Robert Parry
- L. Title IX Compliance Officer Robert Parry
- M. Title VII Compliance Officer Robert Parry
- N. ADA Compliance Officer TBD
- O. Extra Class Treasurer Ms. Kimberly Clark
- P. Bond Counsel Hawkins, Delafield & Wood LLP(fees as indicated in their proposal letter dated June 2, 2010)
- Q. Financial Advisor Munistat(fees as indicated in their proposal letter dated April 7, 2010)
- R. Asbestos Designee James Rogers
- S. Purchasing Agent Sam Schneider
- T. Deputy Purchasing Agent Robert Parry
- U. Records Access Officer Deborah Vecchio
- V. Right To Know Officer James Rogers

Motion carried unanimously

A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT:
The Board of Education hereby approves the following appointments for the 2010-2011 school year:

- A. Interim Superintendent
 - 1. Payroll Certification Officer Robert Parry
 - 2. Authorized payment of salaries and wages for personnel services and other contractual obligations: Robert Parry
 - 3. Budget Transfers(in accordance with Board Policy) Robert Parry
 - 4. Signatory for State & Federal Grant Applications Robert Parry
 - 5. Travel, Conferences, and Workshop Attendance Robert Parry

- 6. Mileage Reimbursement -
(rate according to IRS regulations) Robert Parry
- 7. Overtime Approval Robert Parry
 - Tutoring Approval @ \$37.67 per hour
 - Home Instruction @ \$59.20 per hour
 - Temporary Employees
 - Substitute Teachers -
 - Uncertified \$95/day
 - Certified \$110/day
- B. Check Signature Eileen Tuohy or Deborah Vecchio
- C. Petty Cash -
 - Central Office \$100 Jacqueline Dunning
 - Cafeteria \$20 Melanie Mitchell
- D. Investments: Shall be made in accordance with board policy
- E. Annual Financial Report: It is agreed that in conformance with Education Law, the Annual Financial Report shall be published once in the official newspaper of the district prior to August 31, 2010.

Motion carried unanimously

A motion was made by Mark Kanarvogel, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby approves the following for the 2010-2011 school year:

Bonding

- A. The Blanket Position Bond in the amount of \$100,000 covering the services of all employees of SIUFSD who handle monies issued by New York Schools Insurance Reciprocal (NYSIR) for the period of July 1, 2010 through June 30, 2011 is hereby approved.
- B. A bond (Excess Indemnity on the Treasurer, District Clerk, and Extra Classroom Treasurer) in the amount of \$150,000 covering the services of Eileen Tuohy as the Treasurer of the SIUFSD, Deborah Vecchio as the District Clerk of the SIUFSD, and Kimberly Clark as the Extra Classroom Treasurer of the SIUFSD, as written by NYSIR (New York Schools Insurance Reciprocal) for the period of July 1, 2010 through June 30, 2011, is hereby approved.

Third Party Administrators

- A. Disability - Unum Provident
- B. Section 125 Benefit Plan(Flex) - Preferred Group Plans, Inc.
- C. 403(b) – OMNI Financial Group Inc.

Tax Deferred Annuity Plans and 457(b) Plan

The Legend Group/ADSERV
Vanguard Fiduciary Trust Company
Oppenheimer Shareholder Services
Ameriprise Financial Services, Inc.
ING National Trust – NY
The State of New York Deferred Compensation Plan (457(b))

Motion carried unanimously

A motion was made by Stephen Gessner, seconded by Kathleen Reilly, BE IT RESOLVED THAT:
The Board of Education hereby approves the following appointments for the 2010-2011 school year:

Appointments

A. Committee on Special Education

Chairperson	TBD
Dr. James Dibble -	School Psychologist
Peter Kelt, MD	School Physician
Student's Teacher	
Student's Special Education Teacher	
Speech/Lang. Pathologist	Michelle Weir
Guidance Counselor	Mark Palios
School Nurse	Mary Kanarvogel
Parent Member	

B. Committee on Pre-School Special Education

Chairperson	TBD/Michelle Weir
Parent Member	
A professional who participated in the evaluation of the child.	

C. Subcommittee on Special Education

Chairperson – TBD/Dr. James Dibble
Speech/ Language Pathologist - Michelle Weir
Student's Teacher
Student's Special Education Teacher

D. 504 Committee

Coordinator	TBD/Dr. James Dibble
Peter Kelt, MD	School Physician
Student's Teacher	
Speech/Lang. Pathologist	Michelle Weir
Guidance Counselor	Mark Palios
School Nurse	Mary Kanarvogel
Parent Member	

Motion carried unanimously

A motion was made by Kenneth Lewis, Jr., seconded by Thomas Graffagnino, BE IT RESOLVED
THAT: The Board of Education hereby approves the following for the 2010-2011 school year:

Consent Agenda Approvals

- A. 504 Grievance Officer – Robert Parry, Interim Superintendent
- B. Impartial Hearing Officer List
- C. Budget Vote:
 - 1. Board of Registration @ \$125 per day
 - Shirley Ferrer Angela Corbett
 - Marion Gleason Phyllis Wallace
 - **alternates – Betty Ann Morritt, Lois Corbett, and Jean Dickerson
 - 2. 4 Poll Workers @ \$125 per day
 - 3. Voting Hours – 12:00 noon to 9:00 p.m.

Motion carried unanimously

A motion was made by Thomas Graffagnino, seconded by Linda Eklund, BE IT RESOLVED THAT: the Board of Education meetings for the 2010-2011 school year are hereby held at 7:00 p.m. as follows:

Schedule of Board Meetings

July 19, 2010	August 16, 2010
September 13, 2010	October 12, 2010
November 8, 2010	December 13, 2010
January 10, 2011	February 14, 2011
March 14, 2011	April 11, 2011
May 9, 2011	June 13, 2011

Motion carried unanimously

A motion was made by Kenneth Lewis, Jr., seconded by Kathleen Reilly, BE IT RESOLVED THAT: the Board of Education hereby approves the re-adoption of all policies and code of ethics in the policy manuals.

Re-Adoption of Policies and Code of Ethics

Motion carried unanimously

At this time, the Regular Business Meeting Began –

Visitor Questions –

Visitor Questions

A. Mr. Alfred Brigham asked the Board about a recent approval of curriculum writing for grades 6, 7, and 8. He stated that curriculum writing had already been written by Jennifer Rylott. He also asked about curriculum writing for a non-tenured teacher being unsupervised. Ms. Rebecca Mundy stated that the Board of Education would like a presentation in September of the curriculum writing done over the summer.

Correspondence –

Correspondence

A. Ms. Rebecca Mundy stated that she received a letter from Mr. Lance Willumsen regarding the volleyball banner for the Girls' Varsity Volleyball team. Ms. Mundy stated that the team was presented with the banner at the High School Awards assembly in June.

Presentation – **None**

Approval of Minutes – **None**

Treasurer's Report - **None**

A motion was made by Kathleen Reilly, seconded by Kenneth Lewis, Jr., BE IT RESOLVED THAT: The Board of Education hereby approves the following coaching appointments for the 2010-2011 school year:

Coaching appointments

Varsity Volleyball	Cindy Belt	\$5,051
JV Girls Volleyball	Karen Gibbs	\$4,269
JH Girls Volleyball	Karen Gibbs	\$2,347
JH Boys Volleyball	Karen Gibbs	\$2,347
JH Boys Basketball	Rick Osmer, Jr.	\$2,563
Varsity Girls Basketball	Peter Miedema	\$5,549

Motion carried unanimously

A motion was made by Kenneth Lewis Jr., seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby approves the following co-curricular appointments for the 2010-2011 school year:

Co-curricular appointments

7 th Grade Advisor	Virginia Gibbs	\$ 671	Co-curricular appts. (con't)
8 th Grade Advisor/Disney Trip Coordinator	Virginia Gibbs	\$1,688	
9 th Grade Advisor	Michelle Rice	\$ 671	
10 th Grade Advisor	Katherine Doroski	\$ 335.50	
	John Reardon	\$ 335.50	
11 th Grade Advisor	Mark Palios	\$1,688	
12 th Grade Advisor	Jacqueline Dunning	\$ 844	
	Deborah Vecchio	\$ 844	
Literacy Program Coordinator	Roberta Garris	\$4,396	
Middle School Coordinator	Virginia Gibbs	\$1,688	
Arts-In-Education	Janine Mahoney	\$1,358	
National Honor Society	Janine Mahoney	\$1,358	
Landmark Books	Janine Mahoney	\$1,358	
Detention Supervisor	Donna Clark	\$1,688	
District Newsletter Coordinator	Donna Clark	\$1,358	
Newsletter/Public Relations	Jacqueline Dunning	\$1,358	
Substitute Dispatcher	Jacqueline Dunning	\$4,396	
Yearbook	Robin Anderson	\$2,198	
Science Club	Dan Williams	\$1,358	
Student Council	Peter Miedema	\$2,530	

Motion carried unanimously

A motion was made by Stephen Gessner, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby approves the following appointments for afternoon school detention duty for the 2010-2011 school year:

Afternoon School
Detention Duty

- A. Ann Marie Galasso
- B. Mark Palios
- C. Janine Mahoney
- D. Virginia Gibbs
- E. Peter Miedema

Motion carried unanimously

A motion was made by Thomas Graffagnino, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby appoints Sharon Gibbs to the following co-curricular positions for the 2010-2011 school year:

Co-curricular positions
S. Gibbs

Elementary/Middle School Science Coordinator	Sharon Gibbs	\$1,688
Science Fair	Sharon Gibbs	\$1,688
Yearbook	Sharon Gibbs	\$2,198

Motion carried, Rebecca Mundy abstains

A motion was made by Linda Eklund, seconded by Kenneth Lewis, Jr., BE IT RESOLVED THAT: The Board of Education hereby amends the motion of June 14, 2010 to appoint the following personnel to render services to students regarding the Wilson/Fundations specialized reading program for the Summer of 2010, at their individual hourly rate:

Approval of personnel for
the Wilson/Fundations
specialized reading
program

- A. Janine Mahoney – 12 hours
- B. Robin Anderson – 24 hours

Motion carried unanimously

A motion was made by Thomas Graffagnino, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education of the Shelter Island Union Free School District hereby approves a certain Memorandum of Understanding between the District and John Reardon, as attached, and authorizes the Interim Superintendent of Schools and the Board President to sign the Memorandum where indicated.

Motion carried unanimously

MOU, Jack Reardon

A motion was made by Linda Eklund, seconded by Kenneth Lewis, Jr., BE IT RESOLVED THAT: The Board of Education hereby appoints Hayley Baker as an individual aide for Special Education, for up to 30 hours, for the Summer School program, effective July 6, 2010 – July 30, 2010, at her individual hourly rate.

Motion carried unanimously

Appointment of
H. Baker, Individual Aide
Summer School

A motion was made by Mark Kanarvogel, seconded by Kenneth Lewis, Jr., BE IT RESOLVED THAT: The Board of Education hereby approves to post the position of Coordinator of Special Education Services for the 2010-2011 school year.

Motion carried unanimously

Approval to post a
position

A motion was made by Kenneth Lewis, Jr., seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education of the Shelter Island Union Free School District does hereby elect to provide the benefits of the Chapter 105 Part A retirement incentive program to all targeted employees who are members of the New York State Teachers' Retirement System and who retire with an effective date of retirement during the "open period" commencing on July 2, 2010, and ending on August 2, 2010, and who are otherwise eligible to participate in such program. (A list of the titles targeted for the benefits of Part A of Chapter 105 of the Laws of 2010 is annexed hereto.) The Board is not electing to exempt employees from waiving any local incentive. Employees who are provided the benefits of the Chapter 105 Part A retirement incentive program shall not be permitted to avail themselves of a local incentive.

Motion carried unanimously

Retirement Incentive
Program

A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education authorizes 2% increases, for the 2010-2011 school year, in the salaries/hourly wages of:

Authorization of salaries

Deborah Vecchio
Jacqueline Dunning
Kimberly Clark
Joan Misciagna
Jerry Mundy
Lisa Ogar-Goody

In addition, the Board authorizes up to 20 hours of paid sick leave for Kimberly Clark, as Account Clerk, not to accumulate beyond the fiscal year. In addition, the Board authorizes a change in the health insurance participation plan for Sam Schneider as School Business Leader.

Motion carried unanimously

Authorization of salaries
(con't)

The Board of Education omitted an employee in the above list and amended the motion as follows:

A motion was made by Linda Eklund, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education hereby amends the above motion to include and authorize a 2% increase in salary for Sam Schneider for the 2010-2011 school year.

Motion carried unanimously

A motion was made by Kenneth Lewis, Jr., seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby approves two Board of Education members to the Joint Professional Practices Committee (JPPC) and members to the following committees for the 2010-2011 school year:

JPPC & Committees of the Board of Education

- A. Buildings and Grounds Committee – Thomas Graffagnino, Mark Kanarvogel, Kenneth Lewis, Jr.
- B. Policy Committee – Rebecca Mundy, Kathleen Reilly, Kenneth Lewis, Jr.
- C. Legal Committee – Linda Eklund
- D. Audit Committee – Thomas Graffagnino, Linda Eklund, Stephen Gessner
- E. Health & Safety Committee – Mark Kanarvogel
- F. Academic Committee – Stephen Gessner, Kathleen Reilly
- G. Wellness Committee – Linda Eklund, Kathleen Reilly
- H. Athletic Committee – Rebecca Mundy, Kenneth Lewis, Jr.
- I. Grievance Committee – Thomas Graffagnino, Linda Eklund, Stephen Gessner
- J. Shared Decision Making Committee – Mark Kanarvogel, Linda Eklund

A motion was made by Kenneth Lewis, Jr., seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby approves the formation of a Grievance/Legal Committee.
Motion carried unanimously

Formation of a Grievance/Legal Committee

A motion was made by Kenneth Lewis, Jr., seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby appoints Board members to the above listed Committees, as well as Thomas Graffagnino and Stephen Gessner to the Joint Professional Practices Committee (JPPC).
Motion carried unanimously

Appointment of BOE members to above listed committees

A motion was made by Kenneth Lewis, Jr., seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts the Budget and Revenue Status Reports, as of June 10, 2010, for the following funds:

Budget and Revenue Status Reports

- A. General Fund
- B. School Lunch Fund
- C. Federal Fund

Motion carried unanimously

A motion was made by Kenneth Lewis, Jr., seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts and approves the following:

Approval of contracts

- A. A contract for construction management services with McClave Construction Management, Inc. of Port Jefferson, NY in the amount of \$19,500.
- B. Modification of an agreement with Xerox to purchase the Main Office copier for \$446 and to establish a maintenance contract at a cost of \$84.50 per month.

Motion carried unanimously

Mr. Sam Schneider thanked the Highway Department for the demolition of the playground. The Highway Department took the playground away at no cost to the district.

A motion was made by Kenneth Lewis, Jr., seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby renders obsolete the following:

Render Items Obsolete

- A. 11 Dictionaries
- B. 1 Webster's Ninth New Collegiate Dictionary

Motion carried unanimously

Items For Consideration – None

Old Business - None

Superintendent's Report –

Superintendent's Report

A. Mr. Robert Parry stated that it has been a pleasure to be part of the district for the past 11 days. He also presented Stephen Gessner with a NYSSBA Certificate of Achievement for participating in leadership opportunities sponsored by NYSSBA.

B. Mr. Parry reported that Ms. Virginia Gibbs is requesting to reschedule the 8th grade class trip for November 4, 2010 – November 10, 2010. Ms. Gibbs stated that there are cost advantages to traveling in November, as well as avoiding travel in the Spring, which is a more hectic time of year.

A motion was made by Stephen Gessner, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby approves to change the date of the 8th Grade Disney Trip from March 27 – April 2, 2011 to November 4 – November 10, 2010.

Approval to change the date of the 8th Grade Disney Trip

Motion carried unanimously

C. Mr. Parry stated that he met the Shelter Island Public Library Director, Denise DiPaolo, and he looks forward to working together. He also thanked the Highway Department for the demolition of the playground.

Board Member Reports –

Board Member's Reports

A. Ms. Rebecca Mundy reported that graduation was a great success, and she thanked everyone for their efforts. She also thanked the Siller family for their donation of plants as decoration underneath the tent.

B. Ms. Mundy also reported that the Academic Committee met and will bring items to the Board at their next meeting. There will also be a policy meeting in August.

Visitor Reports – None

Visitor Reports

A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education voted to adjourn the meeting and go into executive session for a specific personnel matter.

Adjourn Meeting
Executive Session

Motion carried unanimously

Mr. Kenneth Lewis, Jr. left the meeting at 8:40 p.m.

A motion was made by Linda Eklund, seconded by Kathleen Reilly, to open executive session at 8:45 p.m.

Motion carried unanimously

The Board came out of executive session at 9:39 p.m.

A motion was made by Stephen Gessner, seconded by Thomas Graffagnino, to adjourn executive session.

Adjournment of Executive Session

Motion carried unanimously

The meeting was adjourned at 9:40 p.m.

Deborah Vecchio
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday, July 19, 2010 at 7:00 p.m.