SHELTER ISLAND UNION FREE SCHOOL DISTRICT BOARD OF EDUCATION

REGULAR MEETING PUBLIC MEETING July 14, 2009

Members Present: Rebecca Mundy, Thomas Graffagnino, Linda Eklund, Kathleen Reilly,

Mark Kanarvogel, Kenneth Lewis, Jr.

Members Absent: Stephen Gessner

Others Present: Superintendent, Sharon Clifford; District Clerk, Deborah Vecchio;

Assistant Superintendent, Donna Guiffre; School District Business Leader, Sam Schneider; Jake Williams from the Shelter Island Reporter

and 1 faculty/staff/students and 2 community residents.

The meeting was called to order at 7:35 p.m. by President Mundy, followed

by the Pledge of Allegiance.

Call To Order

The Oath of Office was administered to Thomas Graffagnino, Vice President of the Board of Education, by Rebecca Mundy, President, Board of Education.

Oath of Office to T. Graffagnino, Vice President

BOE

Visitor's Comments – None

Visitor's Comments

Ms. Rebecca Mundy welcomed and thanked community members in attendance for their patience.

A motion was made by Kenneth Lewis, Jr., seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby approves the minutes of the Special Meeting of June 11, 2009, the Special Meeting of June 15, 2009, the Regular Meeting of June 15, 2009, and the Special Meeting of June 26, 2009.

Approval of the Minutes

Motion carried unanimously

Correspondence -

A. Ms. Rebecca Mundy received a note from a student thanking the Board of Education for the generous award she received for her science fair project.

Correspondence

B. Ms. Rebecca Mundy received a thank you note from a graduating senior thanking the Board of Education for the graduation gift she received.

Presentation – Presentation

A. Ms. Donna Guiffre, Assistant Superintendent, reviewed the attendance data for the 2008-2009 school year. Last year the attendance policy was changed to help students and the district achieve better results regarding school attendance. Since the 2003-2004 school year, the attendance percentage has steadily declined. For the 2008-2009 school year, the district had an increase in attendance (95.1%), which equates to 742 days that students were in school more than the previous year. However, lateness to school declined over the previous 2007-2008 school year. The Attendance Committee is recommending, in an effort to address lateness, that the current policy be amended to include the Advisory Period.

Approval of coaching positions

A motion was made by Linda Eklund, seconded by Kathleen Reilly, BE IT RESOLVED THAT: the Board of Education hereby approves the following coaching positions for the 2009-2010 school year:

Varsity Girls Basketball	Peter Miedema	\$5,349
Junior High Baseball	Peter Miedema	\$2,263
JV Boys Basketball	Jay Card, Jr.	\$4,527
Varsity Golf	Jay Card, Jr.	\$3,156
Junior High Girls Basketball	Brian Becker	\$2,470
Varsity Girls Cross Country	Brian Knipfing	\$3,156
Varsity Volleyball	Cindy Belt	\$4,868
Junior High Girls Tennis	Susan Warner	\$2,263
Intramural Golf	Phyllis Power	\$1,052
Athletic Director	Rick Osmer	\$4,937
Junior High Boys Basketball	Rick Osmer	\$2,470
JV Girls Volleyball	Karen Gibbs	\$4,114
Junior High Girls Volleyball	Karen Gibbs	\$2,263
Junior High Boys Volleyball	Karen Gibbs	\$2,263
Cheerleading	Kimberly Clark	\$2,934
M		

Motion carried unanimously

A motion was made by Thomas Graffagnino, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby approves Michael Mundy as the Boys Varsity Basketball coach at a rate of \$5,349 for the 2009-2010 school year.

Motion carried, Rebecca Mundy abstains

Approval of M. Mundy, Boys Varsity Basketball Coach A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: the Board of Education hereby approves the following co-curricular positions for the 2009-2010 school year:

Approval of cocurricular positions

7 th Grade Advisor	Virginia Gibbs	\$ 646
8 th Grade Advisor/Disney Trip		
Coordinator	Virginia Gibbs	\$1,627
9 th Grade Advisor	Katherine Doroski	\$ 323
th.	John Reardon	\$ 323
11 th Grade Advisor	Jacqueline Dunning	\$ 813.50
al.	Deborah Vecchio	\$ 813.50
12 th Grade Advisor	Audrey Pedersen	\$1,627
Auditorium Coordinator	Phyllis Power	\$1,627
Select Choir	Phyllis Power	\$1,627
School Play Pianist/Accompanist/	Phyllis Power	\$2,439
Vocal Director		
Spanish Club	Teri Piccozzi	\$1,309
Literacy Program Coordinator	Roberta Garris	\$4,237
Middle School Coordinator	Virginia Gibbs	\$1,627
Arts-In-Education	Janine Mahoney	\$1,309
National Honor Society	Janine Mahoney	\$1,309
Landmark Books	Janine Mahoney	\$1,309
Detention Supervisor	Donna Clark	\$1,627
District Newsletter Coordinator	Donna Clark	\$1,309
HS City Trip Coordinator	Audrey Pedersen	\$ 646
Science Club	Dan Williams	\$1,309
Newsletter/Public Relations	Jacqueline Dunning	\$1,309
Substitute Dispatcher	Jacqueline Dunning	\$4,237
Student Council	Peter Miedema	\$2,439
Jazz Band	Keith Brace	\$1,627
School Play Instrumental Music		
Director	Keith Brace	\$1,627
Sound Equipment Technician/		,
Trainer	Keith Brace	\$1,309
Yearbook	Robin Anderson	\$2,118.50

A motion was made by Kenneth Lewis, Jr., seconded by Kathleen Reilly, BE IT RESOLVED THAT: the Board of Education hereby approves the following personnel for afternoon school detention duty at a rate of \$60.00 per session for the 2009-2010 school year as needed:

Approval of personnel for afternoon detention duty

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

Motion carried unanimously

A motion was made by Kenneth Lewis, Jr., seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby appoints Sharon Gibbs to the following co-curricular positions for the 2009-2010 school year:

Appointment of S. Gibbs to cocurricular positions

Elementary/Middle School	Sharon Gibbs	\$1,627
Science Coordinator		
Science Fair	Sharon Gibbs	\$1,627
Yearbook	Sharon Gibbs	\$2,118.50

Motion carried, Rebecca Mundy abstains

A motion was made by Thomas Graffagnino, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby appoints Jacqueline Dunning as the District Clerk Pro Tem, to serve in the absence of the District Clerk, when necessary, for the 2009-2010 school year.

Appointment of J. Dunning, District Clerk Pro Tem

Motion carried unanimously

A motion was made by Mark Kanarvogel, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby abolish one elementary position, effective July 14, 2009.

Abolish one elementary position

Motion carried unanimously

A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: a 1.0 FTE Special Education position is to be reduced to .833 FTE effective September 7, 2009 and that teacher Rachel Brigham is to be appointed to fill said .833 position, effective September 7, 2009.

R. Brigham, reduced from 1.0 FTE to .833 FTE

A motion was made by Linda Eklund, seconded by Kenneth Lewis, Jr., BE IT RESOLVED THAT: The Board of Education hereby appoints Peter Miedema, Social Studies teacher, for summer instruction, for 10 hours, effective July 15, 2009 – August 15, 2009, at his individual hourly rate.

Appointment of P. Miedema, Summer instruction

Motion carried unanimously

A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby appoints Jennifer Rylott, Elementary teacher, for summer instruction, for 10 hours, effective July 15, 2009 – August 15, 2009, at her individual hourly rate.

Appointment of J. Rylott, Summer instruction

Motion carried unanimously

A motion was made by Linda Eklund, seconded by Kenneth Lewis, Jr., 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 Superintendent of Schools and the Board President to sign the Memorandum where indicated.

Approval of a MOU, John Reardon

Motion carried unanimously

A motion was made by Linda Eklund, 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 Rick Osmer, Jr., as attached, and authorizes the Superintendent of Schools and the Board President to sign the Memorandum where indicated.

Approval of a MOU, Rick Osmer, Jr.

Motion carried, Mark Kanarvogel opposes

A motion was made by Linda Eklund, seconded by Mark Kanarvogel, 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 Jennifer Gulluscio, as attached, and authorizes the Superintendent of Schools and the Board President to sign the Memorandum where indicated.

Approval of a MOU, Jennifer Gulluscio

Motion carried unanimously

A motion was made by Mark Kanarvogel, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby appoints Rick Osmer, Jr. to provide Adult, Child, Infant CPR/AED Certification, Healthcare Provider and First Aid Training for the 2008-2009 and 2009-2010 school years, as follows:

Appointment of R. Osmer, Jr., Adult, Child, Infant CPR/AED Cert, Healthcare, First Aid

Adult, Child, Infant CPR/AED Certification - \$30 per coach CPR/AED - \$35 per employee (other than coaches) Healthcare Provider and First Aid Training - \$55 per person

Motion carried unanimously

Appointment of R. Osmer, Jr., Adult, Child, Infant CPR/AED Cert, Healthcare, First Aid(con't)

A motion was made by Linda Eklund, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby approves one Board of Education member to the Joint Professional Practices Committee (JPPC) for the 2009-2010 school year.

JPPC

After discussion by the Board of Education, the motion was re-read as follows:

A motion was made by Mark Kanarvogel, seconded by Kenneth Lewis, Jr., BE IT RESOLVED THAT: The Board of Education hereby appoints Thomas Graffagnino to the Joint Professional Practices Committee (JPPC) for the 2009-2010 school year.

Motion carried unanimously

First Reading of the following policy for purposes of revisions:

A. Attendance – Policy #7110

A motion was made by Kathleen Reilly, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts a change order from JNS Heating Service, Inc., in the amount of \$14,550 for the materials and labor to install one Bock 241E oil fired hot water heater, including all demo and disposal of the existing hot water heater, and all necessary mechanical and electrical work for installation at the following locations the Shelter Island School boiler room, in connection with the Boiler Reconstruction at the Shelter Island School;

First Reading of the Attendance Policy

Acceptance of a

change order from JNS Heating Service, Inc.

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Board President to execute the necessary documents to effectuate said change order.

A motion was made by Kenneth Lewis, Jr., seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby agrees to enter into a contract with Eastern Suffolk BOCES for cooperative education services for the 2009-2010 school year, according to the attached list, in an amount estimated to be \$288,598.95;

Eastern Suffolk BOCES Co-op Services

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Board President and the District Clerk to execute the necessary contract with Eastern Suffolk BOCES.

Motion carried unanimously

A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby authorizes the extension of the contract with Shelter Island Refuse for garbage carting services until August 17, 2009; and

Authorization to extend the contract w/Shelter Island Refuse

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the Board President to execute any necessary documentation with Shelter Island Refuse to extend the garbage carting service according to the terms of this resolution.

Motion carried unanimously

A motion was made by Linda Eklund, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby appoints two parent members, as attached, to the Committee on Special Education for the 2009-2010 school year. Mandated members will be present at Committee Meetings.

Appointment of parent members to the CSE

Motion carried unanimously

A motion was made by Linda Eklund, seconded by Kenneth Lewis, Jr., BE IT RESOLVED THAT: The Board of Education hereby adopts the TAN Resolution for the Fiscal Year July 1, 2009 as follows and as presented in the body of the minutes of July 14, 2009:

Adoption of the TAN Resolution

Tax Anticipation Note Resolution of Shelter Island Union Free School District, New York, adopted July 14, 2009, authorizing the issuance of not to exceed \$3,000,000 tax anticipation notes in anticipation of the receipt of taxes to be levied for the fiscal year ending June 30, 2010.

RESOLVED BY THE BOARD OF EDUCATION OF SHELTER ISLAND UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, AS FOLLOWS:

Section 1. Tax Anticipation Notes (herein called "Notes") of Shelter Island Union Free School District, in the County of Suffolk, New York (herein called "District"), in the principal amount of not to exceed \$3,000,000, and any notes in renewal thereof, are hereby authorized to be issued pursuant to the provisions of Sections 24.00 and 39.00 of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law").

Adoption of the TAN Resolution (con't)

- Section 2. The following additional matters are hereby determined and declared:
- (a) The Notes shall be issued in anticipation of the collection of real estate taxes to be levied for school purposes for the fiscal year commencing July 1, 2009 and ending June 30, 2010, and the proceeds of the Notes shall be used only for the purposes for which said taxes are levied.
- (b) The Notes shall mature within the period of one year from the date of their issuance.
 - (c) The Notes are not issued in renewal of other notes.
- (d) The total amount of such taxes remains uncollected at the date of adoption of this resolution.
- Section 3. The Notes hereby authorized shall contain the recital of validity prescribed by Section 52.00 of the Law and shall be general obligations of the District, and the faith and credit of the District are hereby pledged to the punctual payment of the principal of and interest on the Notes and unless the Notes are otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget of the District and a tax sufficient to provide for the payment thereof shall be levied and collected.
- Section 4. Subject to the provisions of this resolution and the Law, and pursuant to Sections 50.00, 56.00, 60.00 and 61.00 of the Law, the power to sell and issue the Notes authorized pursuant hereto, or any renewals thereof, and to determine the terms, form and contents, including the manner of execution, of such Notes, and to execute arbitrage certifications relative thereto, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 5. The Notes shall be executed in the name of the District by the manual signature of the President of the Board of Education, the Vice President of the Board of Education, the District Treasurer, the District Clerk, or such other officer of the District as shall be designated by the chief fiscal officer of the District, and shall have the corporate seal of the District impressed or imprinted thereon which corporate seal may be attested by the manual signature of the District Clerk.

Adoption of the TAN Resolution (con't)

Section 6. This resolution shall take effect immediately.

Motion carried unanimously

A motion was made by Kathleen Reilly, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby appoints EMT Governmental Accounting Service to provide accounting services for the 2009-2010 school year at \$600 per day(for a 7 hour day) not to exceed 22 days.

EMT Governmental Accounting Service

Motion carried unanimously

A motion was made by Linda Eklund, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education hereby accepts the Budget Status Reports, as of June 30, 2009, for the following funds:

Acceptance of the Budget Status Reports

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

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 Revenue Status Reports, as of June 30, 2009, for the following funds:

Acceptance of the Revenue Status Reports

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

A motion was made by Kathleen Reilly, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts and approves the Budget Transfers Report, for the period June 7, 2009 through July 8, 2009, inclusive, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

Acceptance of the Budget Transfers Report

Motion carried unanimously

A motion was made by Mark Kanarvogel, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby authorizes the Board President to execute the renewal services agreement between the Shelter Island UFSD and The Omni Financial Group, Inc. The term of said agreement is July 1, 2009 – June 30, 2010.

Motion carried unanimously

A motion was made by Thomas Graffagnino, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby authorizes to render obsolete items as contained in the body of the minutes of July 14, 2009:

Execute the agreement between SIUFSD & The Omni Financial Group, Inc.

Authorization to render items obsolete

- A. 3 Graphing Calculators (T183, T183+, and T184+) Unable to Repair
- B. 28 HBJ School Dictionaries 1977 edition Outdated
- C. 1 set A-Z World Book Encyclopedia 1982 Dated
- D. 1 Fish Aquarium Broken
- E. 1 JVC DVD/VHS Player Disrepair
- F. 127 Assorted "Old" Soft and hard cover classroom library books dated 1970's and 1980's
- G. 1 000088 Printer repair costs higher than replacement
- H. 1 011990302 ml1610 Printer repair costs higher than replacement
- I. 1 set Academic American Encyclopedia, Grolier Incorporated 1985 edition; Outdated
- J. 1 set Encyclopedia Americana, Grolier Incorporated 1985 edition; Outdated
- K. 1 set The New Encyclopedia Britannica 1986 edition; Outdated
- L. 44 Volumes Readers Guide to Periodical Literature 1890 2004 edition; no longer subscribe to series; info online
- M. 47 Volumes Life Nature Library 1962 1969 Outdated
- N. 3 Oval Spatterware Roasting pans Chipped
- O. 3 15" by 12" Spatterware Roasting Pans Chipped
- P. 2 Roasting Pan Covers Poor Condition
- Q. 2 Plastic Covers Cracked
- R. 1 Rubber Scrapper Cracked
- S. 1 Serving Spoon Pitted & Rusted
- T. 4 Aluminum Pots (medium) Insides Pitted

- U. 1 Aluminum Pot (large) Inside Pitted
- V. 1 Lid (medium) Pitted
- W. 2 15" x 12" Metal Roasting Pans Poor Condition
- X. 3 Long handled Sauce Pans cannot use on stove with other pots
- Y. 1 Small Pot
- Z. 1 Electric Hot Plate
- A.1 1 Silverware Tray cannot use
- A.2 1 Hamburger Press do not use
- A.3 1 Electric Coffee Maker do not use
- A.4 1 large Lid no match
- A.5 1 Electric Mixer old; do not use
- A.6 2 Metal Trays
- A.7 20 Coffee Saucers do not use
- A.8 1 25 lb. Scale do not use
- A.9 Box of Misc. items do not use
- A.10 14 Physics: Principles & Problems by Glencoe/McGraw-Hill Student Editions 1990, 1992, 1993 Outdated; modern physics section is woefully inadequate
- A.11 Sony Trinitron 38" color television, Serial Number 02004 Broken; repair service not able to repair; will not turn on

Motion carried unanimously

Items For Consideration –

A. The Board of Education discussed various other committees that they would like to be appointed to for the 2009-2010 school year. The administration also contacted various staff and community members to participate on these committees. After discussion by the Board of Education, the following motion was made:

Items For Consideration

A motion was made by Thomas Graffagnino, seconded by Kenneth Lewis, Jr., BE IT RESOLVED THAT: The Board of Education hereby appoints the following members to said committees:

Appointment of BOE members to committees

- A. Athletic Rebecca Mundy, Kenneth Lewis, Jr.
- B. Wellness Kenneth Lewis, Jr., Linda Eklund, Mary Kanarvogel, Veronica Siller
- C. Academic Stephen Gessner, Kathleen Reilly, Virginia Gibbs, Michelle Rice, Lynne Colligan(community member)
- D. Shared Decision Making Kathleen Reilly, Linda Eklund

Motion carried unanimously

obsolete (con't)

Approval to

render items

The District Clerk will send an updated list to the Board members of all the committees and the Board of Education members who sit on the various committees.

B. The Board of Education discussed the temporary replacement of a staff member. Interviews will take place on Thursday, July 16, 2009. It was also discussed that 2 substitute custodial applicants will be interviewed at this same time.

Items For Consideration (con't)

C. The Board of Education discussed the district's current transportation policy. Currently, the policy states that any child who lives more than two miles from the school is eligible for transportation. After review of the list of families that have been receiving transportation, 14 families are within 2 miles of the school; therefore, not eligible for transportation. The Board of Education must consider whether or not to drop these families. For the 2009-2010 school year, 60 families are eligible to ride the bus. The District Clerk will send each Board member a copy of the current Transportation Policy.

Old Business -

Old Business

- **A.** Ms. Donna Guiffre, Assistant Superintendent, updated the Board on the elective course offerings at the Shelter Island School and the number of students enrolled in each elective as of July 13, 2009. Ms. Guiffre will provide the Board with this school year's A Day, B Day schedule.
- **B.** The District Clerk asked the Board if they would like the newly elected Student Council President to attend the August Board of Education meeting. The Board responded that they would like her to attend the September meeting. The District Clerk will send an invitation prior to the September meeting.
- C. It was discussed that the Board has not made any progress on taping Board of Education meetings. Mrs. Clifford will speak with Mr. Robert Barber to see if he is interested, since the AV Coordinator position was removed. A lot depends on where the district and the Board want to go with this. There is no line item in the budget for the Town Channel 22 to do it. The Board has to decide if they want every meeting taped or only the budget meetings. The Board would like to know what was the criteria Walter Brigham had researched back in the beginning when this was first introduced.

Administrator's Report -

A. Mrs. Clifford reported to the Board the list of summer courses available to teachers at Shelter Island School. These courses, Data mentoring and SmartBoard training, have been made available through a LEAP grant. She stated that teachers are eligible to be paid \$45 per hour if they do not want to take credit for the course. The first course will be starting on August 11th.

Administrator's Report

B. Mrs. Sharon Clifford reported to the Board that Sam Schneider, School District Business Leader, and Jim Rogers, School Maintenance Crew Leader, have created a building projects grid, which will be given to the Board at the end of each week. The grid will provide needed information to the Board as to the progress of each project. Mr. Schneider gave an update of each current project as of this meeting. Mrs. Clifford also commented that she, Sam, Mosaic Architects and school counsel will be meeting on July 22 at 10 a.m. to discuss the F.I.T. Center fire wall. The Board discussed having one or two BOE members present at this meeting.

Board Member Reports -

A. Ms. Haag, community member, contacted the school regarding plants on her property that have died and that she would like replaced. These plants were planted by the school years ago on her property line next to the basketball courts. Ms. Haag stated that she has an agreement with the school to replace any plants that do not survive. Sam Schneider will find out what the school is responsible for.

Board Member Reports

Visitor's Comments -

A. Mr. Draper asked the Board to consider establishing a 2 or 3 person committee to view the teachers' contract with respect to Schedule C positions and the relationships of these positions. He suggested that the Board obtain separate legal counsel for this purpose.

Visitor's Comments

A motion was made by Mark Kanarvogel, seconded by Thomas Graffagnino, to adjourn the meeting.

Adjournment

Motion carried unanimously

The meeting adjourned at 9:52 p.m.

Deborah Vecchio District Clerk

The meeting of the Board of Education of the Shelter Island Union Free School District is Monday, August 17, 2009 at 7:00 p.m.