

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

**WORK SESSION
BUDGET MEETING**
February 25, 2009

Members Present: Rebecca Mundy, Kathleen Reilly, Kenneth Lewis, Jr., Linda Eklund,
Mark Kanarvogel
Thomas Graffagnino entered at 7:56 p.m.

Members Absent: Arthur Williams; Kaitlyn McGayhey, Student Liaison

Others Present: Superintendent, Sharon Clifford; Assistant Superintendent, Donna
Guiffre; District Clerk, Deborah Vecchio; Business Official, Sam
Schneider; Jake Williams, Shelter Island Reporter; 18
faculty/staff/students; 8 community members

Call To Order

The meeting was called to order at 7:08 p.m. by President Mundy, followed
by the Pledge of Allegiance.

Presentation

Presentation –

Mrs. Rebecca Mundy welcomed the community and stated that this meeting was going to continue the discussion of FTE's (full time equivalents). She also stated that this meeting is a learning session about how money is spent. It is not about any cuts to the budget.

Mrs. Sharon Clifford stated that this is the 3rd meeting regarding the budget and that the first two meetings have been interesting and have helped a great deal. Building the budget with the community is a good thing. This process has been transparent with a lot of information being given to the Board of Education and public. The budget is evolving and the numbers are going to change from meeting to meeting. Mrs. Clifford stated that Sam Schneider, Business Official, has done a good job, and she, Sam, and Donna are all learning. They have all taken a look at each position to see what is mandated vs. non-mandated. Mrs. Clifford also stated that the focus is to take a look at what we teach (CORE), what we want to teach, and why they are important.

Mr. Sam Schneider started the meeting with a presentation of each position in elementary, middle school, high school, special education, administration, guidance, and special courses (ex. music, art, and physical education) and showed, individually, a breakdown of what is mandated instruction and what is not. Community members in attendance

questioned the administration about the electives our students take. The administration will be taking a look at this as students in the high school are beginning to sign up for elective (non-mandated) classes for the next school year. The administration did state that they feel strongly about the electives the district has.

Presentation
(con't)

Mr. Sam Schneider, Business Official, continued the presentation and addressed the following topics: the Board of Education, District Clerk and Annual Meeting, Central Administration, Business Administration, Central Printing, Special Education, Occupational Education, Instructional Media, Health Services, and Computer-Aided Instruction.

Mr. Schneider explained the various expenses of the Board of Education, such as travel and conference, contractual expenses (memberships and ads), and materials and supplies (law books and meetings), the expenses of the District Clerk, and the District Meeting.

Other areas of the budget Mr. Schneider discussed were Central Administration and Business Administration. Central Administration is defined as the Chief Executive Officer of the district who supervises all staff, all district funds, carries out board of education policies, and complies with all New York State Regulations. Business Administration is the area of budget, accounts receivable, accounts payable, payroll, cash flow, transportation, school lunch, audits, treasurer, architect, maintenance and operations, extra-classroom activity funds, student scholarships, trust and agency and legal. Mr. Schneider reviewed salaries, travel and conference expenses, equipment expenses, contractual expenses, and materials and supplies for each. He also discussed the district's BOCES services under Business Administration.

Ms. Donna Guiffre did a presentation of the district's Special Education program including salaries, equipment, contractual expenses, materials and supplies, transportation, related services, school tuition, tuition (private school – residential placements), textbooks, and BOCES. Ms. Guiffre explained that students are recommended for Special Education by the Committee on Special Education and that the district is responsible for the costs of educating children. This includes either in-district services or out of district placement. She also explained Federal and State mandates. One area of importance that was discussed was Special Education Contingencies. The Board will have to decide what to

do with these contingencies. Another area discussed in detail by Ms. Guiffre was the district's Occupational Education program, which BOCES provides. Some areas of study include auto, carpentry, cosmetology, computers, retail, and welding. The program has been expanded since Ms. Guiffre joined the district, and Ms. Guiffre and Mrs. Clifford feel strongly about the program. It provides opportunities, success, and exposes students to different career choices. Ms. Guiffre also discussed the areas of instructional media and health services.

Presentation
(con't)

Mr. Walter Brigham did a presentation on the district's Computer-Aided Instruction, including the tablets, contractual expenses(Cablevision, Websense, Avaya, Ipswitch, Hamptons Online, Walling Data Services, and Study Island), materials and supplies(BOE laptops, parts, repairs, and replacements), salaries, state aid software, textbooks, computer technology, hardware state aided expenses, and equipment.

Mrs. Rebecca Mundy commented that this presentation was beneficial to all and does not want everyone to take this process as gospel. It is a work in progress.

Mr. Thomas Graffagnino thanked the faculty for attending the meeting.

A motion was made by Kenneth Lewis Jr., seconded by Thomas Graffagnino, to adjourn the meeting.

Motion carried unanimously

Adjournment

The meeting adjourned at 9:35 p.m.

Deborah Vecchio
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday, March 9, 2009 at 7:00 p.m.

