

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

**REGULAR MEETING
PUBLIC MEETING**
November 17, 2008

Members Present: Rebecca Mundy, Thomas Graffagnino, Kathleen Reilly, Mark Kanarvogel, Arthur Williams, Linda Eklund, Kenneth Lewis, Jr.

Members Absent:

Others Present: Superintendent, Sharon Clifford; Assistant Superintendent, Donna Guiffre; Deborah Vecchio, District Clerk; Business Official, Frank Perry; Jake Williams from the Shelter Island Reporter and 6 faculty/staff/students and 6 community residents.

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

Visitor's Comments – None

Visitor's
Comments

A motion was made by Mark Kanarvogel, seconded by Arthur Williams, BE IT RESOLVED THAT: The Board of Education hereby approves the board minutes of the Regular Meeting of October 20, 2008(copy in the supplemental file).

Approval of
Minutes

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 Treasurer Reports for October 2008, with noted correction to the capital high-yield savings account.

Treasurer's
Reports

Motion carried unanimously

It was noted that the above motion does not include the multi-fund account.

Correspondence –

Correspondence

A. Ms. Rebecca Mundy received 2 letters from 1 set of parents on a student issue and another letter from 1 set of parents on a student issue. Ms. Mundy stated that the district will respond to those letters received.

Presentation –

Presentation

A. Mr. Frank Perry gave a presentation to the Board on the budget development process. The items discussed include the budget calendar, salary projections, employee benefit projections, debt service projections, BOCES service projections, budget projections for other expense categories, contingency appropriations, and revenue projections.

B. Mr. Frank Perry also gave the Board a presentation on the TAN (Tax Anticipation Note) for the 2008-2009 school year. Mr. Perry explained how the work done by our fiscal advisors, Munistat Services Inc., helps to ensure the district has sufficient cash on hand to meet the district's operating expenses while we wait for receipt of property taxes and other revenues.

C. Mr. Walter Brigham presented to the Board processes and logistics for recording Board of Education meetings. Mr. Brigham discussed the possible process line for each meeting, the roles/costs to be considered, equipment recommended, and equipment for future consideration.

D. Ms. Mary Kanarvogel and Ms. Helene Starzee, 12th Grade Advisors, presented to the Board and asked for approval of a cruise to Bermuda for the 2009 senior trip. The cruise will be from May 9 – May 15, 2009. There will be 5 chaperones for the trip, including an administrator. All students, except for 1, are expected to attend. The district would like student accident and general liability insurance researched.

A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby approves a cruise to Bermuda, as presented by Mary Kanarvogel and Helene Starzee, for the 12th grade senior class from May 9 – May 15, 2009, subject to insurance proposal.

Approval of the 12th grade senior trip

Motion carried unanimously

A motion was made by Arthur Williams, seconded by Kenneth Lewis, Jr., BE IT RESOLVED THAT: The Board of Education hereby approves to amend the date of resignation of Marcia Drake, as School Monitor, effective on or about December 1, 2008.

Amend the date of resignation for M. Drake

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 coaching position(s) for the 2008-2009 school year:

Coaching
position(s)

JH Boys Basketball	Jay Card, Jr.	\$2,381
JV Boys Baseball	Matthew Rohde	\$3,966

Motion carried unanimously

A motion was made by Thomas Graffagnino, seconded by Kenneth Lewis, Jr., BE IT RESOLVED THAT: The Board of Education hereby approves to add the following to the substitute teacher list for the remainder of the 2008-2009 school year:

Approval to add to
the substitute
teacher list

- A. Gretchen Madore
- B. Christopher Mandato, pending receipt of hirability
- C. Denise Stahl
- D. Kristy Harris

Motion carried unanimously

A motion was made by Linda Eklund, seconded by Kenneth Lewis, Jr., BE IT RESOLVED THAT: The Board of Education hereby approves to add the following to the substitute list for the remainder of the 2008-2009 school year for the following areas:

Approval to add to
the substitute list

- A. Vinette Olinkiewicz – aide, monitor, cafeteria (pending receipt of hirability)
- B. Rachel Fraser – aide, monitor, cafeteria

Motion carried unanimously

A motion was made by Linda Eklund, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby approves payment for Jane Flinter, as a consultant for the purpose of English Staff development, effective August 26, 2008, at \$70.00 per hour for a total of 3 hours.

Approval of
payment to J.
Flinter, consultant

Motion carried unanimously

A motion was made by Thomas Graffagnino, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education hereby approves educational services as recommended by the Committee on Special Education for student(s) #1314, #1321, and #1477.

CSE
Recommendations

Motion carried unanimously

A motion was made by Arthur Williams, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education authorizes the Board President to execute the Consulting Agreement between the Board of Education of the Shelter Island Union Free School District and Steven Gardner, MD. The term of said agreement shall be for the period November 1, 2008 to June 30, 2009.

Motion carried unanimously

Authorization to execute agreement between the district and Steven Gardner, MD.

A motion was made by Arthur Williams, seconded by Thomas Graffagnino, BE IT RESOLVED THAT: The Board of Education hereby accepts the Budget Status Reports, as of September 30, 2008, for the following funds, except the General Fund:

- A. School Lunch
- B. Federal Funds

Motion carried unanimously

Acceptance of the Budget Status Reports

A motion was made by Arthur Williams, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts the Revenue Status Reports, as of September 30, 2008, for the following funds:

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

Motion carried unanimously

Acceptance of the Revenue Status Reports

A motion was made by Kenneth Lewis Jr., seconded by Arthur Williams, BE IT RESOLVED THAT: The Board of Education hereby awards the Point Of Sale System for the school lunch program to Food Service Solutions at a cost of \$4,597, to begin on January 5, 2009, and to authorize the Board President to execute any documents that may require signature.

Motion carried unanimously

Acceptance of the Point of Sale System

A motion was made by Linda Eklund, seconded by Arthur Williams, BE IT RESOLVED THAT: The Board of Education hereby approves to set the tax levy for the 2008-2009 school year in the amount of \$8,486,566.

Motion carried unanimously

Approval to set the tax levy

A motion was made by Thomas Graffagnino, seconded by Arthur Williams, BE IT RESOLVED THAT: The Shelter Island Union Free School District accepts the donation in the amount of \$200 from the Carriello, Pittignano and DiRenno families, given in memory of Alfred Kilb Sr., for the purpose of purchasing library books. Funds to be deposited into the Trust & Agency account with a report provided to the Board upon the purchase of the library books.

Approval to accept a donation

Facility – None

Facility

Items For Consideration –

Items For Consideration

A. Mark Kanarvogel would like the Board to consider a 2nd Junior High School Girls Volleyball coach. 26 middle school students are on the team. There would be one 7th grade team and one 8th grade team. The Board stated that a Fall Varsity coaching position was not utilized so there would be no added burden to the district regarding the cost of a coach.

A motion was made by Mark Kanarvogel, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby approves to create a second Junior High School Girls Volleyball team with a coaches salary to be set at the current Schedule C athletic scale , \$2,181, subject to the Athletic Director being able to fulfill a schedule with Section XI.

Creation of a 2nd JH Girls Volleyball team

Motion carried unanimously

Administrator's Report –

Administrator's Report

A. Mrs. Clifford reported to the Board that on November 4, 2008 the entire staff had training in the “7 Habits of Highly Effective People”. The training consisted of a mix of video, discussion, and practical application activities. Mrs. Clifford commented that the workshop was energizing, and she received a lot of positive comments. Mrs. Clifford also thanked the Board of Education for approval of the training.

B. Mrs. Clifford informed the Board about the Oysterponds site visit. Oysterponds visited 3 classes, and they were very complimentary and spoke highly of the philosophy of our district. They will be speaking to all of the schools that are interested in their students and will be doing a report on their findings. The findings of all three schools will be presented at the Oysterponds school board meeting on December 8, 2008.

Board Member Reports –

A. Ms. Kathleen Reilly reported that she and Mr. Thomas Graffagnino met with JPPC today, November 17th, to discuss the home instruction rate and tutoring rate. Mr. Keith Brace, music teacher, joined the meeting with Mr. Bob Barber regarding the videotographer. Ms. Donna Guiffre gave an overview of the school attendance to date, and there has been an 18% drop in absences and 20% in tardies. JPPC also discussed the creation of a Fall play director position for the 09-10 school year.

Board Member
Reports

A motion was made by Linda Eklund, seconded by Kenneth Lewis, Jr., BE IT RESOLVED THAT: the Board of Education hereby approves the creation of a Fall play director position for the 2009-2010 school year at a rate of \$1,627, Level III, of the teacher’s salary Schedule C.

Creation of a Fall
play director
position for 2009-
2010

Motion carried unanimously

B. Mr. Mark Kanarvogel reported to the Board that he had a discussion with police Chief Read regarding the speed limit on Smith Street. It was suggested that the speed be reduced to 25 miles per hour. Police Chief Read will speak with Superintendent of Highways, Mark Ketcham. Mark Kanarvogel and Mark Ketcham discussed the situation and the school will get wording for a proposal to take to the town.

Visitor’s Comments – None

Visitor’s
Comments

A motion was made by Mark Kanarvogel, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 9:08 p.m. for the purpose of a specific personnel matter, a student issue, and negotiations.

Executive Session

Motion carried unanimously

The Board came out of executive session at 10:53 p.m.

A motion was made by Linda Eklund, seconded by Kathleen Reilly, to adjourn the meeting. Adjournment

Motion carried unanimously

The meeting adjourned at 10:54 p.m.

Deborah Vecchio
District Clerk

The meeting of the Board of Education of the Shelter Island Union Free School District is Monday, December 1, 2008 at 7:00 p.m.