

BOARD OF EDUCATION  
SHELTER ISLAND UNION FREE SCHOOL DISTRICT  
2008-2009

		Term Expires
President	Rebecca Mundy	6/30/2011
Vice President	Thomas V. Graffagnino	6/30/2010
Member	Linda Eklund	6/30/2009
Member	Mark A. Kanarvogel	6/30/2009
Member	Kathleen H. Reilly	6/30/2010
Member	Arthur R. Williams	6/30/2011
Member	Kenneth L. Lewis, Jr.	6/30/2011

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

Members Absent: Thomas Graffagnino

Others Present: Sharon Clifford, Superintendent; District Clerk, Deborah Vecchio; Business Official, Frank Perry; Jake Williams, Shelter Island Reporter; Ann Scricca, School Attorney, 8 faculty/staff, 4 students, and 9 community members.

The meeting was called to order at 7:00 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 Rebecca Mundy, Arthur Williams, and Kenneth Lewis, Jr.

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 2008-2009 school year. Rebecca Mundy was nominated by Arthur Williams as President, seconded by Mark Kanarvogel. There being no further nominations, the District Clerk took the roll of the Board of Education.

Election of President and Oath

Rebecca Mundy - yes  
Arthur Williams - yes  
Kathleen Reilly - yes  
Linda Eklund - yes

Kenneth Lewis, Jr. - yes  
Mark A. Kanarvogel - yes  
Thomas Graffagnino – absent

Yes - 6          No – 0  
                    1 absent

Rebecca Mundy was declared duly elected as President of the Board of Education, Shelter Island UFSD for the 2008-2009 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 2008-2009 school year. Thomas Graffagnino was nominated by Arthur Williams for Vice President. There being no further nominations, the President took the roll of the Board of Education.

Election of Vice President

Rebecca Mundy - yes  
Arthur Williams - yes  
Kathleen Reilly - yes  
Linda Eklund - yes

Kenneth Lewis, Jr. - yes  
Mark A. Kanarvogel - yes  
Thomas Graffagnino – absent

Yes - 6          No - 0  
                    1 absent

Thomas Graffagnino was declared elected as Vice President of the Board of Education, Shelter Island UFSD for the 2008-2009 school year.

A motion was made by Kenneth Lewis, seconded by Arthur Williams, BE IT RESOLVED THAT: the following officers are hereby appointed for the 2008-2009 school year to the Board of Education:

District Clerk Deborah Vecchio at an annual stipend of \$3,000  
District Treasurer Jeanne Farnan at an annual rate of \$60 per hour  
Claims Auditor Amber Williams at an annual rate of \$50 per hour  
Deputy Treasurer Frank Perry

Mark Kanarvogel opposes, Arthur Williams abstains with respect to Amber Williams,  
Motion carried

Appointment of  
Board Officers,  
Superintendent, Business  
Official and Oath

The Oath of Office was administered by the President to Deborah Vecchio, as District Clerk; Jeanne Farnan, District Treasurer; Amber Williams, Claims Auditor; Sharon Clifford, Superintendent; and Frank Perry, Business Official.

A motion was made by Arthur Williams, seconded by Linda Eklund, BE IT RESOLVED THAT: the following appointments are hereby adopted for the 2008-2009 school year:

Appointments

Attendance Supervisor Mary Kanarvogel  
Auditors Coughlin, Foundotos, Cullen & Danowski - \$27,000  
Architects Burton, Behrendt & Smith (BBS)(BOE to revisit their Agreement. Fees to be paid, on a prorated basis, based on their proposal letter of June 11, 2008).  
School Insurance Broker New York Schools Insurance Reciprocal(NYSIR)  
School Physician Christopher Marshall, MD, K-6, at an annual fee of \$850  
School Physician Peter Kelt, MD. - 7-12, at an annual fee of \$850  
Consulting Dentist Daniel Moran, DDS  
Official Depositories  
A. JPMorgan Chase Bank  
1. Extra Class Account  
2. Scholarship Fund  
3. Trust & Agency Investor Choice  
4. Capital Investor Choice  
5. Project F.I.T. Checking Account  
6. Project Blacktop Checking Account  
7. General Fund Account  
B. Capital One (formerly North Fork Bank)  
1. Capital Checking Account  
2. Multi-Fund Checking Account  
3. Federal Checking Account  
4. Payroll Account  
5. Capital Construction Account  
C. CLASS Cooperative Investment Program  
1. General Fund  
2. Health Insurance Reserve  
3. Risk Retention Reserve  
4. Capital Reserve  
5. F.I.T. Reserve  
D. Bridgehampton National Bank  
1. Payroll Account  
E. Commerce Bank  
F. Citibank  
Official Newspaper Shelter Island Reporter  
Chief Faculty Advisor Sharon Clifford  
Title IX Compliance Officer Sharon Clifford  
ADA Compliance Officer Donna Guiffre  
Extra Class Treasurer Linda Springer

School Attorney	Ingerman, Smith, L.L.P(For both General & Labor Counsel Services). BOE to revisit the Agreement with the firm. Fees to be paid on a prorated basis of their proposal.	Appointments(con't)
Bond Counsel	Hawkins, Delafield & Wood LLP(fees as indicated in proposal letter)	
Financial Advisor	Munistat(fees as indicated in proposal letter)	
Asbestos Designee	James Rogers	
Purchasing Agent	Frank Perry	
Deputy Purchasing Agent	Sharon Clifford	
Records Access Officer	Deborah Vecchio	

Motion carried, Mark Kanarvogel abstains with respect to Mary Kanarvogel

A motion was made by Arthur Williams, seconded by Linda Eklund, BE IT RESOLVED THAT: the following authorizations are hereby approved for the 2008-2009 school year: Authorizations

Payroll Certification Officer	
Authorized payment of salaries and wages for personnel services and other contractual obligations:	Sharon Clifford
Budget Transfers(in accordance with Board Policy)	Sharon Clifford
Signatory for State & Federal Grant Applications	Sharon Clifford
Travel, Conferences, and Workshop Attendance	Sharon Clifford
Mileage Reimbursement - (rate according to IRS regulations)	Sharon Clifford
Overtime Approval	Sharon Clifford
Tutoring Approval @ \$25 per hour	Sharon Clifford
Temporary Employees	Sharon Clifford
Substitute Teachers - Uncertified \$95/day	
Certified \$110/day	Sharon Clifford
Check Signature	Jeanne Farnan, Frank Perry or Deborah Vecchio
Petty Cash - Central Office \$100	Jacki Dunning
Cafeteria \$20	Melanie Mitchell

Motion carried unanimously

A motion was made by Arthur Williams, seconded by Kathleen Reilly, BE IT RESOLVED THAT: the following authorization is hereby approved for the 2008-2009 school year: Authorizations

Investments: Shall be made in accordance with board policy.

Motion carried unanimously

A motion was made by Kenneth Lewis, seconded by Arthur Williams, BE IT RESOLVED THAT: the following authorization is hereby approved for the 2008-2009 school year:

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, 2008.

Motion carried unanimously

A motion was made by Linda Eklund, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: 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, 2008 through July 1, 2009 is hereby approved.

Motion carried unanimously

Blanket Position Bond

A motion was made by Linda Eklund, seconded by Arthur Williams, BE IT RESOLVED THAT: a bond (Excess Indemnity on Treasurer) in the amount of \$150,000 covering the services of Jeanne Farnan as Treasurer of SIUFSD, as written by New York Schools Insurance Reciprocal (NYSIR) for the period of July 1, 2008 through July 1, 2009 is hereby approved.

Motion carried unanimously

Treasurer's Bond

A motion was made by Arthur Williams, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: the following are hereby approved as Third Party Administrators for the following plans:

- A. Disability - Unum Provident
- B. Section 125 Benefit Plan(Flex) - Preferred Group Plans, Inc.

Motion carried unanimously

Third Party Administrators

A motion was made by Arthur Williams, seconded by Linda Eklund, BE IT RESOLVED THAT: the following are hereby designated as Tax Deferred Annuity (TDA) Companies for the Shelter Island School District for the 2008-2009 school year:

- Aetna Opportunity Plus
- Legend Services Corporation
- Vanguard Fiduciary Trust
- Nationwide Life Insurance
- First SunAmerica
- Oppenheimer Funds
- Mutual of America Life Insurance Co.

Motion carried unanimously

Tax Deferred Annuities

A motion was made by Arthur Williams, seconded by Kenneth Lewis, BE IT RESOLVED THAT: the following is hereby designated as a 457(b) Plan for the Shelter Island School District for the 2008-2009 school year:

The State of New York Deferred Compensation Plan

Motion carried unanimously

457(b) Plan

A motion was made by Mark Kanarvogel, seconded by Kathleen Reilly, BE IT RESOLVED THAT: the following named persons are hereby designated as the Committee on Special Education for the 2008-2009 school year. Mandated members will be present at Committee Meetings:

- |                                     |                     |
|-------------------------------------|---------------------|
| Chairperson                         | Donna Guiffre       |
| Dr. James Dibble                    | School Psychologist |
| Christopher Marshall, MD            | School Physician    |
| Peter Kelt, MD                      | School Physician    |
| Student's Teacher                   |                     |
| Student's Special Education Teacher |                     |
| Speech/Lang. Pathologist            | Michelle Weir       |
| Jean Cowen                          | Guidance Counselor  |
| Mary Kanarvogel                     | School Nurse        |
| Parent Member:                      | See Attached List   |

Motion carried, Mark Kanarvogel abstains with respect to Mary Kanarvogel

Committee on Special Education

A motion was made by Kathleen Reilly, seconded by Kenneth Lewis, BE IT RESOLVED THAT: the following named persons are hereby designated as the Committee on Preschool Special Education for the 2008-2009 school year. Mandated members will be present at Committee Meetings:

Committee on  
Preschool Special  
Education

Chairperson Donna Guiffre/Michelle Weir  
Parent Member: See Attached List  
A professional who participated in the evaluation of the child.  
Motion carried unanimously

A motion was made by Arthur Williams, seconded by Linda Eklund, BE IT RESOLVED THAT: the following named persons are hereby designated as the Subcommittee on Special Education for the 2008-2009 school year. Mandated members will be present at Committee Meetings:

CSE Subcommittee

Chairperson Donna Guiffre/Dr. James Dibble  
Speech/Lang Pathologist Michelle Weir  
Student's Teacher  
Student's Special Education Teacher  
Motion carried unanimously

A motion was made by Arthur Williams, seconded by Kathleen Reilly, BE IT RESOLVED THAT: the following named persons are hereby designated as the 504 Committee for the 2008-2009 school year:

504 Committee

Coordinator Donna Guiffre/Dr. James Dibble  
Christopher Marshall, MD School Physician  
Peter Kelt, MD School Physician  
Student's Teacher  
Speech/Lang. Pathologist Michelle Weir  
Jean Cowen Guidance Counselor  
Mary Kanarvogel School Nurse  
Parent Member: See Attached List  
Motion carried, Mark Kanarvogel abstains with respect to Mary Kanarvogel

A motion was made by Kenneth Lewis, seconded by Arthur Williams, BE IT RESOLVED THAT: the following named person(s) are hereby designated as the 504 Grievance Officer for the 2008-2009 school year:

504 Grievance Officer

Ms. Sharon Clifford, Superintendent

Motion carried unanimously

A motion was made by Kenneth Lewis, seconded by Arthur Williams, BE IT RESOLVED THAT: the Board of Education hereby approves the Impartial Hearing Officer List for the 2008-2009 school year.  
Motion carried unanimously

Approval of the Impartial  
Hearing Officer List

A motion was made by Linda Eklund, seconded by Kathleen Reilly, BE IT RESOLVED THAT: the following named persons are hereby appointed to serve as Board of Registration for the 2008-2009 school year at \$100 per day:

Appointment of Board of  
Registration

Mary Griffing Angela Corbett  
Marion Gleason Phyllis Wallace  
\*\*alternates – Stephanie Zinger, Shirley Ferrer, and BettyAnn Morritt

Motion carried unanimously

A motion was made by Mark Kanarvogel, seconded by Kenneth Lewis, BE IT RESOLVED THAT: The Board of Education hereby approves four (4) Poll Workers for the 2008-2009 school year at \$100 per day.

Approval of four Poll  
Workers

Motion carried unanimously

A motion was made by Kathleen Reilly, seconded by Linda Eklund, BE IT RESOLVED THAT: the voting hours for the School Budget Vote are from 12:00 noon to 8:00 p.m.

School Budget Vote Hours

After discussion by the Board of Education the above motion is amended as follows:

A motion was made by Mark Kanarvogel, seconded by Linda Eklund, BE IT RESOLVED THAT: the voting hours for the School Budget Vote are from 12:00 noon to 9:00 p.m.

Motion carried unanimously

A motion was made by Kathleen Reilly, seconded by Linda Eklund, BE IT RESOLVED THAT: the Board of Education meetings for the 2008-2009 school year are hereby held on the 3rd Monday of the month at 7:00 p.m. with the exception of the following:

Schedule of Board Meetings

August 11, 2008

January 12, 2009

August 25, 2008

February 9, 2009

Motion carried unanimously

A motion was made by Arthur Williams, seconded by Kenneth Lewis, BE IT RESOLVED THAT: the Board of Education hereby approves the re-adoption of all policies and code of ethics in the policy manual as is.

Re-Adoption of Policies and Code of Ethics

Motion carried unanimously

President Mundy asked if there were any additions or corrections to the minutes of the regular meeting of June 16, 2008 and the District Meeting Budget Re-Vote of June 17, 2008. There being no additions and two corrections to the minutes of June 16, 2008, President Mundy declared the minutes stand approved as amended by Rebecca Mundy and noted by the District Clerk(copy in the supplemental file).

Approval of Minutes

Treasurer's Report - **None**

Treasurer's Report

Visitor's Report –

Visitor's Report

A. Mr. Vecchio would like the Board of Education to consider increasing the rate of payment to the Poll workers and Board of Registration due to the additional hour being added to the Annual District Meeting and Budget Vote.

Correspondence - **None**

Correspondence

Presentation - **None**

Presentation

Board of Education member Arthur Williams asked if the Board needs to approve budget modifications and reclassifications. He would also like the Board to revisit the Budget transfers policy.

A motion was made by Arthur Williams, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby approves the following personnel for Curriculum Writing at a rate of \$45 per hour:

Approval of personnel for Curriculum Writing

- A. Daniel Williams – Marine Science
- B. Stephanie Sareyani – K-12 Art Curriculum
- C. Laura Leever – Spanish IA, 4&5
- D. AnnMarie Galasso – Physical Science
- E. Lynne Colligan – New American Studies
- F. Jennifer Rylott – ELA Curriculum Map Grade 5; re-align Math Curriculum 5-8
- G. Audrey Pedersen – Geometry; re-align Math Curriculum 5-8
- H. Roberta Garris – Analyze 2008 ELA results

- I. Jennifer Gulluscio – Analyze 2008 ELA results
- J. Virginia Gibbs – Re-align Math Curriculum 5-8
- K. Lynn Green – Curriculum Map Grade 4
- L. Cheryl Woods – Curriculum Map Grade 1
- M. Peter Miedema – New American Studies

Approval of personnel for Curriculum Writing(con't)

Motion carried unanimously

A motion was made by Linda Eklund, seconded by Kenneth Lewis, BE IT RESOLVED THAT: The Board of Education hereby appoint the following personnel for the summer school program, effective July 7, 2008 – August 1, 2008, at their individual hourly rate:

Appointment of Summer School Personnel

- A. Janine Mahoney - Balanced Literacy; 32 hours
- B. Lynn Green - Balanced Literacy; 32 hours
- C. Jennifer Gulluscio - Math and Reading and registration; 53 hours
- D. Natalie Regan – Reading; 32 hours
- E. Virginia Gibbs – Math; 32 hours
- F. Jennifer Rylott – Balanced Literacy; 32 hours

Motion carried unanimously

A motion was made by Mark Kanarvogel, seconded by Arthur Williams, BE IT RESOLVED THAT: The Board of Education hereby approves the following, as summer Teacher Aides, effective July 7 – August 1, 2008, at their individual hourly rate:

Appointment of Summer Teacher Aides

- A. AnnaChrista Garren
- B. Lora Hamblet

Motion carried unanimously

A motion was made by Mark Kanarvogel, seconded by Arthur Williams, BE IT RESOLVED THAT: The Board of Education hereby approves to extend a childcare leave for Devon Treharne, High School English Teacher, effective for the 2008-2009 school year.

Approval of D. Treharne extended childcare leave

Motion carried unanimously

A motion was made by Kathleen Reilly, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby approves the following personnel to render tutorial services, for 3 students, in Middle School Social Studies, at a rate of \$25 per hour, effective July 7, 2008 – August 15, 2008:

Approval of personnel to render tutorial services

- A. Jennifer Gulluscio – 30 hours

Motion carried unanimously

A motion was made by Kenneth Lewis, seconded by Arthur Williams, BE IT RESOLVED THAT: The Board of Education hereby appoint Lynne Colligan, as a High School English Teacher, as follows:

Appointment of L. Colligan, HS English teacher

Semester 1 (.67) FTE, effective September 3, 2008 thru January 23, 2009 at a salary of \$20,171, Step 5MA, prorated.

Semester 2 (.50) FTE, effective January 26, 2009 thru June 26, 2009 at a salary of \$15,053, Step 5MA, prorated.

Motion carried unanimously

A motion was made by Mark Kanarvogel, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby appoint Todd Gulluscio to teach Adaptive Physical Education at a salary of \$5,018, Step 5MA, prorated, effective September 3, 2008 thru June 26, 2009 as follows:

Appointment of T. Gulluscio, Adaptive Physical Education



Schedule Week 1 – 1 period per day 3 days per week  
Schedule Week 2 – 1 period per day 2 days per week

Motion carried unanimously

A motion was made by Arthur Williams, seconded by Kenneth Lewis, BE IT RESOLVED THAT: The Board of Education hereby approves to table the motion to appoint to the Joint Professional Practices Committee (JPPC) for the 2008-2009 school year until July 21, 2008.

JPPC

Motion carried unanimously

A motion was made by Mark Kanarvogel, seconded by Kathleen Reilly, BE IT RESOLVED THAT: The Board of Education hereby approves to table the motion to appoint to the following committees for the 2008-2009 school year until July 21, 2008:

Committees of the Board of Education

- A. Policy Committee
- B. Linkage Committee
- C. Audit Committee

Motion carried unanimously

A motion was made by Arthur Williams, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby approves the Shelter Island Union Free School District to participate in the Nassau County BOCES joint municipal cooperative bidding program(See attached resolution). The term of said agreement shall be for the school year 2008-2009.

Nassau County BOCES  
Joint Municipal  
Cooperative Bidding  
Program

Motion carried unanimously

A motion was made by Arthur Williams, seconded by Kathleen Reilly, BE IT RESOLVED THAT: the Board of Education hereby approves to accept the following donated item:

Approval to accept a  
donated item

- A. Office desk

Motion carried unanimously

**Items For Consideration – see below**

Items For Consideration

**A.**

A motion was made by Kathleen Reilly, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby approves a Special BOE Meeting/Executive Session on July 14, 2008 at 7:00 p.m. to discuss the following:

Approval of a Special  
BOE Mtg./Executive  
Session

- A. Merit pay for personnel not covered under union contracts
- B. 2 Student issues
- C. SRP/Custodial negotiation goals
- D. 1 Personnel issue

Motion carried unanimously

**B.**

A motion was made by Arthur Williams, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education hereby approves a Special BOE Meeting on July 21, 2008 from 5:00 p.m. to 6:00 p.m. to conduct a Board of Education training session. No public business is going to be transacted.

Approval of a Special  
BOE Mtg. Training  
Session

Motion carried unanimously

**C.** The Board of Education discussed Jim Rogers, Maintenance Crew Leader, request to redo the visitor's parking lot.

**D.** Frank Perry, Business Official, discussed with the Board the handicapped ramp project. The bid opening will be on July 15, 2008 at 11 a.m. Mr. Perry would like to have a recommendation for the July 21, 2008 board meeting and hopes to have the project completed by the start of school.

### **Superintendent's Report - None**

Superintendent's Report

### **Board Member Reports –**

Board Member's Reports

**A.** Linda Eklund asked about the security in the school building during the school budget vote. It was explained that after 3 p.m., when school is finished for the day, there are different security issues.

**B.** Rebecca Mundy reported that on June 30, 2008, the Board had a NYSSBA training session that met in the town hall meeting room. It was a nice evening, and Rebecca requested that a thank you be sent to the Town Clerk's office for the use of the meeting room.

**C.** Rebecca Mundy would like the new e-mail addresses of board members put on the school website as soon as possible. She also requested that a clerical position, for the purpose of copying the policy manual, be posted. Rebecca would like the most recent copy of the School Law book and requested that an order be placed for the 32<sup>nd</sup> edition for the entire board.

**D.** The board had a discussion as to where to conduct their monthly meetings. The board would like to change from having the meetings in the school library to perhaps the home economics room or music room. The auditorium may not be conducive to having a meeting.

**E.** The board discussed adding a student member to the Board of Education. The board can set their own criteria for choosing a student. This will be further discussed in August.

**F.** Rebecca Mundy reported that the Board would like to form other types of committees of the Board of Education. This will be further discussed in August.

### **Visitor's Report –**

Visitor's Reports

**A.** Mr. Michael Mundy asked the Board what happens if a student doesn't show up for a tutoring session. What is the accountability?

**B.** Mr. Kilb asked the Board if they go ahead and add a student to the Board of Education, do they need the permission of their parents.

**C.** Mr. Nicholas Vecchio commented that the student representative that sits on the board should be the President of the Student Council. The president is already elected by students in grades 8 – 11.

**D.** Cara Loriz reported that the Shelter Island Reporter has 2 slide shows, on their website, of the commencement ceremony that was held on June 28, 2008.

**E.** Mrs. Sharon Gibbs, Middle School Science Teacher, asked the Board about the High School English position. It was posted on the service OLAS thru BOCES. Board of Education members will be needed for interviewing the candidates, as well as an English teacher.

**F.** Rebecca Mundy reported that the SCOPE dinner for new Board of Education members and the Superintendent will be on August 14, 2008 at 5 p.m. Rebecca Mundy and Thomas Graffagnino will be attending the Board Officers Academy on August 16, 2008 thru NYSSBA.

A motion was made by Arthur Williams, seconded by Mark Kanarvogel, BE IT RESOLVED THAT: The Board of Education hereby approves Rebecca Mundy and Thomas Graffagnino to attend the Board Officers Academy on August 16, 2008 at a cost of \$265 each.

Motion carried unanimously

Approval for R. Mundy  
and T. Graffagnino to  
attend the Board Officers  
Academy

A motion was made by Kenneth Lewis, seconded by Arthur Williams, BE IT RESOLVED THAT:  
The Board of Education voted to adjourn the meeting and go into executive session at 9:05 p.m.  
regarding a specific personnel matter.

Executive Session

Motion carried unanimously

The Board came out of executive session at 11:18 p.m.

A motion was made by Kenneth Lewis, seconded by Kathleen Reilly, that the meeting is adjourned.

Adjournment

Motion carried unanimously

The meeting was adjourned at 11:19 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, July 21, 2008 at 7:00 p.m.