

Shelter Island School Board of Education
Monday, August 21, 2023
Regular Meeting at 6:00 pm, Conference Room

Kathleen M. Lynch, President * Katherine Rossi-Snook, Vice President
Margaret Colligan Dawn Hedberg Tracy McCarthy Karina Montalvo Anthony J. Rando

1. Call to Order

2. Pledge of Allegiance

3. Shelter Island School Mission Statement – Engage, Explore, Empower

The following statement will be read:

We want our students to cherish our small Island community while applying and expanding their learning about, understanding of, and engagement with the wider world. To do this they must be: ethical and moral individuals; respectful and responsible communicators; creative and analytical thinkers; knowledgeable and literate readers, writers, mathematicians and scientists; participants in and audiences for art, drama, music, athletics, and other artistic, cultural, and social activities; skilled and successful workers and consumers; and committed and active citizens.

4. Visitor Questions (Specific to the agenda)

5. Consent Agenda – The Board President may seek a motion to approve and/or accept the following agenda items: 5.1

5.1 Approval of Minutes

- a. Re-Organizational Meeting of July 12, 2023

6. Correspondence - None

7. Presentations - None

8. Personnel - The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Personnel Action: 8.1 – 8.11

8.1 Extra Compensation

- a. Approve the following teachers for EL Education professional development, for the period of August 14, 2023 – September 6, 2023, at their individual hourly rates, not to exceed 10 hours per person.

- | | |
|---------------------|--------------------|
| 1. Natalie Regan | 4. Claire Geehreng |
| 2. Kerri Knipfing | 5. Adrienne Pitch |
| 3. Elizabeth Eklund | 6. Michele Yirce |

8.2 Resignation

- a. Accept the resignation of Keeley Kotula, Office Assistant (Spanish Speaking), effective August 31, 2023, for the purpose of reassignment.

8.3 New Hires

- a. BE IT RESOLVED THAT: The Board of Education hereby approves Keeley Kotula, as 1.0 FTE Spanish Teacher effective September 1, 2023, at \$59,653, Step 1 BA of the 2023-2024 teacher salary scale with a four (4) year probationary period through September 1, 2027, in the tenure area of Foreign Languages.

BE IT FURTHER RESOLVED THAT: Ms. Kotula must receive three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of her probationary appointment to be granted or considered for tenure.

8.4 Childcare Leave

- a. Approve a contractual childcare leave of absence for Maggie Manarel, Literacy Education K-6 Teacher, to commence on or about October 23, 2023 through June 26, 2024; with said period credited towards the employee's FMLA leave of absence.

8.5 Memorandum of Agreement

- a. Approve the Memorandum of Agreement (MOA) between the Shelter Island Faculty Association and the Shelter Island School District, granting extra compensation to Maryann Impastato, senior Account Clerk for additional Business Office responsibilities beyond her current title for the 2023-2024 school year; and authorize the Board President and Superintendent to execute said agreement.

- 8.6 Extra Compensation
 - a. Approve Deborah Vecchio, District Treasurer, for extra compensation for additional Business Office responsibilities beyond her current title in the amount of \$9,600.00 for the period of July 1, 2023 through June 30, 2024.
- 8.7 Permanent Substitute Custodian for the 2023-2024 School Year
 - a. Appoint Robert Montalvo, as Permanent Substitute Custodian, for the 6:00 pm – 10:00 pm shift, at a rate of \$20 per hour, effective retroactively to August 1, 2023 through June 30, 2024.
- 8.8 Additional Appointments of Co-Curricular Positions for the 2023-2024 School Year
 - a. Debra Sears, National Junior Honor Society, \$1,697.23
- 8.9 Chemistry/Physics Substitute Teacher
 - a. Appoint Robert Strauss as the Chemistry/Physics Substitute Teacher for the 2023-2024 school, for one period a week at \$225 per day; not to exceed 8 periods
- 8.10 Substitute Teachers for the 2023-2024 School Year at \$125 per day (certified or 4-year degree)
 - a. Alyssa Prior
- 8.11 Additional Volunteer Assistant Coaches
 - a. Matthew Dunning – Varsity Golf
 - b. Jay Card, Jr. – Varsity Golf
- 9. Program** -- The Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Program Action: 9.1 – 9.3
 - 9.1 First Reading and Possible Adoption of Policy
 - a. Policy #1512 – Agenda Format
 - 9.2 2024 Library Budget Vote
 - a. Approve a special meeting of the voters of the school district be schedule for Saturday, October 28, 2023, pursuant to the request of the Board of Trustees of the Shelter Island Public Library, for the purpose of voting on the library's 2022 operating budget and that the District Clerk be and hereby is directed to take all such steps as are necessary to conduct said special meeting.
 - 9.3 Render Item Obsolete
 - a. One (1) Goldman-Fristoe Test of Articulation 2 (updated version)
- 10. Finance** – The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Finance Actions: 10.1 – 10.2
 - 10.1 Financial Reports
 - a. Treasurer's Report – June 2023
 - b. Extra Class Report – June 2023
 - c. Appropriations Status Report
 - d. Payroll Audit Report – June 2023
 - e. Payroll Audit Report – July 2023
 - 10.2 Budget Transfers & Journal Entries
 - a. Accept and approve the Budget Transfers and Journal Entries for the period of July 4, 2023 through August 16, 2023, that in accordance with Board Policy, the Superintendent has approved.
- 11. Business** – The Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Business Actions: 11.1 – 11.3
 - 11.1 Contracts
 - a. Approve the final Eastern Suffolk BOCES contract for services in the 2022-2023 school year, at a final cost of \$266,972.55, which includes all services that were necessary to meet the needs of the District, and authorize the Board President to execute said agreement.
 - b. Approve the inter-municipal cooperation agreement between the Board of Education of the Shelter Island Union Free School District and the Board of Education of the Sag Harbor Union Free School District for transition coordinator services and/or special education teaching services, at a cost of \$25,222.89. The term of said agreement shall be retroactive to September 6, 2023 through June 30, 2024; and authorize the Board President to execute said agreement.
 - c. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and CCI Voice of Holtsville, NY, for maintenance of the phone system in the amount of \$3,244.00. The term of said agreements shall be retroactive to July 1, 2023 through June 30, 2024; and authorize the Board President to execute said agreement.

11.2 Donation

- a. Authorize the Shelter Island School District to accept a donation of \$1,266 from the Shelter Island Educational Foundation for the purchase of iPads and a manual for the Repair Café, and increase Trust & Agency Miscellaneous A.738 in the same amount.

11.3 Private School Transportation

- a. Approval to transport one (1) additional student to Ross School, East Hampton, NY, for the 2023-2024 school year.

12. Facility – The Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Facility Action: 12.1

12.1 Excessing of Equipment (obsolete)

- a. HP LaserJet Printer CP4025 – Shelter Island Serial #20190076

13. Items for Consideration

Board Committees for the 2023-2024 School Year

- a. Building & Grounds/Health & Safety Committee (Kathleen Lynch, Katherine Rossi-Snook & Anthony Rando)
- b. Audit Committee (Kathleen Lynch & Margaret Colligan)
- c. Policy Committee (Margaret Colligan & Tracy McCarthy)
- d. Wellness Committee (Karina Montalvo & Anthony Rando)
- e. Joint Professional Practice Committee (JPPC) (Margaret Colligan & Dawn Hedberg)

14. Old Business - None

15. Director of Athletics, Physical Education, Health, Wellness & Personnel Report

16. Assistant Superintendent Report

17. Superintendent Report

18. Board Member Reports

19. Visitor Comments

20. Adjournment

SUBJECT: AGENDA FORMAT

For Regular Board meetings, the following format is used:

- a) Call to order
- b) Pledge of Allegiance to the flag
- c) Shelter Island School Mission Statement
- d) Visitor's questions
- e) Approval of minutes
- f) Correspondence
- g) Student Liaison report
- h) Presentation
- i) Personnel
- j) Program
- k) Finance
- l) Business
- l) Facility
- m) Items for consideration
- n) Old Business
- o) School District Business Leader Report
- p) Director of Athletics, Physical Education, Health, Wellness & Personnel Report
- q) Academic Administrator Report
- r) Superintendent report
- s) Board member report
- ~~t) Student Liaison report~~
- u) Visitor Comments
- v) Adjournment

For special and emergency meetings, the regular meeting agenda format shown above may be shortened and/or adapted to fit the purpose of the meeting.

Education Law Section 1606
Public Officers Law Section 104(2)

Adopted: 11/19/07
Revised: 09/18/17