

Shelter Island School Board of Education
Monday, February 12, 2024
Executive Session at 5:30 pm
Budget Presentation / 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. **Executive Session** - *It is expected that the Board of Education will enter Executive Session prior to this scheduled public meeting, to discuss the employment of particular individuals in the District.*

3. Pledge of Allegiance

4. 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.

5. Budget Presentation

- 5.1 2024-2025 Budget Presentation
a. Facilities & Capital

6. Visitor Questions (Specific to the agenda)

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

- 7.1 Approval of Minutes
a. Budget/Regular Meeting of January 16, 2024

8. Correspondence - None

9. Presentations

- 9.1 Presentation Requiring Approval
a. Employee of the Month for January - Walter Brigham

10. Personnel - The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Personnel Actions: 10.1 – 10.7

- 10.1 Childcare Leave of Absence
a. Approve a contractual childcare leave of absence for Claire Geehreg, Elementary Teacher, to commence on or about April 22, 2024 through June 26, 2024; with said period credited towards the employee's FMLA leave of absence.
- 10.2 Additional Schedule C for the 2023-2024 School Year
a. Appoint Christopher Conrardy, Livestream Coordinator/Trainer Position, Level III, at \$2,109.67 (pro-rated to \$1,160.34), retroactive to January 16, 2024.
- 10.3 Appointment of Coaches for the 2023-2024 School Year
a. Kristin Sweeney, Junior High Softball Coach, \$2,933.30
- 10.4 Amend Motion
a. Amend the motion of July 12, 2023 from:
Appointment of Coaches for the 2023-2024 School Year
Lindsay Rando, JV Softball Coach, \$5,335.42
to:

Appointment of Coaches for the 2023-2024 School Year
Erin Mulrain, JV Softball Coach, \$5,335.42

10.5 Medical Leave of Absence

a. Approve a medical leave of absence for Jacqueline Dunning, District Clerk, to commence on January 24, 2024 through February 16, 2024.

10.6 Deputy District Clerk

a. Appoint Deborah Vecchio as Deputy District Clerk during the period of February 1, 2024 through February 29, 2024 and approve her to be paid a \$1,000 stipend for her services.

10.7 Leave Replacement

a. Appoint Stacey Kehl as a Leave Replacement for Jacqueline Dunning, Confidential Secretary to the Superintendent, retroactive to January 24, 2024 through February 16, 2024, at a daily rate of \$190.

11. Program - The Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Program Actions: 11.1

11.1 CSE Recommendation for the 2024-2025 School Year

a. Committee on Special Education

12. Finance – The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Finance Actions: 12.1 - 12.3

12.1 Financial Reports

- a. Treasurer’s Report – December 2023
- b. Extra Class Report – December 2023
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Claims Audit Report – December 2023 and January 2024
- f. Payroll Audit Report – January 2024

12.2 Budget Transfers & Journal Entries

a. Accept and approve the Budget Transfers and Journal Entry Reports for the period of January 13, 2024 - through February 8th, 2024, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

12.3 Tax Cap Calculations

a. WHEREAS, on January 16, 2024, the Board of Education of the Shelter Island Union Free School District began the 2024-2025 budget formation process which included discussion of the goal to, “design and adopt a budget that stays within the Tax Cap limitations”; and

WHEREAS, the property tax cap law and associated regulations require school districts in New York State to notify the Office of the New York State Comptroller not later than March 1 of each year a report showing the anticipated property tax cap calculations for the coming fiscal year; and

WHEREAS, the property tax calculations have been presented to the Board on February 12, 2024 and are as follows:

Prior school year tax levy	\$11,236,630
Tax base growth factor (for new taxable properties)	1.0029
Product	\$11,269,216
PILOTS in Prior Year	\$63,458
Sum	\$11,332,674
Capital Tax Levy in Prior Year	\$363,124
Difference	\$10,969,550
Levy Growth Factor	1.0198
Product	\$11,186,747
PILOTS in Coming Year	\$63,458
Difference	\$11,123,289
Tax Levy Limit	\$11,123,289

Capital Tax Levy in Coming Year	\$375,441.15
TRS/ERS Above 2%	\$156
Total Levy 2024-2025	\$11,498,886

and

WHEREAS, the Board of Education intends to design a budget that complies with the property tax cap limitations;

NOW THEREFORE BE IT RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby authorizes the administration to file the property tax cap calculations with the Office of the New York State Comptroller and further authorizes the administration to notify the Office of the New York State Comptroller that the District intends to stay within the property tax cap limitations.

AND BE IT FURTHER RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby directs the administration of the district to adjust the above calculation for the inclusion of any pilot payments received by the district.

13. Business – The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Business Action: 13.1 - 13.2

13.1 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Southampton Union Free School District of Southampton, NY, for health and welfare services. The term of said agreement shall be September 1, 2023 through June 23, 2024; and authorize the Board President to execute said agreement.
- b. Approve the proposal between the Board of Education of the Shelter Island Union Free School District and Johnson Controls Inc. of Long Island, NY, for VFD Upgrade/Replacement(s). The term of said proposal is valid through 02/25/24 and at a cost of \$13,701.12; and authorize the Board President to execute said agreement.

13.2 Donation

- a. Authorize the Shelter Island School District to accept a donation of \$2,000 from the Shelter Island Educational Foundation for Music in the Parks; and authorize an increase to the budget line of Field Trip Fees, A2110.419.00.0000.
- b. Authorize the Shelter Island School District to accept a donation of \$1,715.00 from the Shelter Island Educational Foundation for the Broadway Trip; and authorize an increase to the budget line of Field Trip Fees, A2110.419.00.0000.
- c. Authorize the Shelter Island School District to accept a donation of \$275 from the Shelter Island Educational Foundation for the Opera Trip; and authorize an increase to the budget line of Field Trip Fees, A2110.419.00.0000.
- d. Authorize the Shelter Island School District to accept a donation of \$1,905.00 from the Shelter Island Educational Foundation for the Nutcracker Ballet; and authorize an increase to the budget line of Field Trip Fees, A2110.419.00.0000.

14. Facility - None

15. Item for Consideration - None

16. Old Business - None

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

18. Assistant Superintendent Report

19. Superintendent Report

20. Board Member Reports

21. Student Liaison Report

22. Visitor Comments

23. Adjournment