

**Shelter Island School Board of Education**  
**Tuesday, January 16, 2024**  
**Executive Session at 5:00 pm**  
**Budget Presentation & Regular Meeting at 6:00 pm**  
**Auditorium**

**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. Budget Orientation and Administration

**6. Visitor Questions (Specific to the agenda)**

**7. Oath of Office to Student Liaison Administered by Board of Education President**

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

- 8.1 Approval of Minutes
  - a. Regular Meeting of December 11, 2023

**9. Correspondence**

- a. Letter received from Kyle Karen - Repair Cafe

**10. Student Liaison Report**

**11. Presentations**

- 11.1 Presentation Not Requiring Board Approval
  - a. Suffolk County District Attorney - Vaping & Drugs
  - b. NYSPHSAA Sportsmanship Promotion Program Banner - Mr. Todd Nelson, Assistant Director
  - c. Employee of the Month for December - Jose Montalvo

**12. Personnel** - The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Personnel Actions: 12.1 - 12.4

- 12.1 Medical Leave of Absence
  - a. Approve a medical leave of absence for Jacqueline Dunning, District Clerk, to commence on January 3, 2024 through January 23, 2024, with said period credited towards the employee's FMLA leave of absence.

12.2 Deputy District Clerk

a. Appoint Deborah Vecchio as Deputy District Clerk during the period of January 3, 2024 through January 31, 2024 and approve her to be paid a \$1,000.00 stipend for her services.

12.3 Leave Replacement

a. Appoint Stacey Kehl as a Leave Replacement for Jacqueline Dunning, Confidential Secretary to the Superintendent, effective January 3, 2024 through January 23, 2024, at a daily rate of \$190.

12.4 Mentor/Mentee for the 2023-2024 School Year, at a rate of \$1,500 per Shelter Island Faculty Assoc Contract

a. Kerri Knipfing/Kelsey Northcote (Prorated to \$750)

**13. Program** - The Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Program Actions: 13.1 – 13.2

13.1 CPSE/CSE Recommendations for the 2023-2024 School Year

- a. Committee on Preschool Special Education
- b. Committee on Special Education

13.2 Second Reading and Adoption of Policy

- a. Policy #0110 – Prohibition Against Sexual Harassment

**14. Finance** – The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Finance Actions: 14.1 – 14.3

14.1 Financial Reports

- a. Treasurer's Report – November 2023
- b. Extra Class Report – November 2023
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Payroll Audit Report – December 2023

14.2 Budget Transfers & Journal Entries

a. Accept and approve the Journal Entry Report for the period of December 7, 2023 through January 12, 2024, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that require specific Board approval.

14.3 Corrective Action Plan

a. Accept the Superintendent's revised Audit Corrective Action Plan from the audit management letter for the period ending June 30, 2023, as required by regulations of the State Education Department Commissioner.

**15. Business** – The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Business Actions: 15.1

15.1 Donation

- a. Authorize the Shelter Island School District to accept a donation of \$2,000 from the Shelter Island Educational Foundation and a donation of \$200.00 from the Shelter Island Lions Club for Hamilton on Broadway; 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 \$1,488.55 from the Shelter Island Educational Foundation for NYC Experiential Education at the Museums; and authorize an increase to the budget line of Field Trip Fees, A2110.419.00.0000.

**16. Facility - None**

**17. Items for Consideration**

- a. 2024 - 2025 School District Calendar

**18. Old Business - Recording of Board Meetings**

**19. Director of Athletics, Physical Education, Health, Wellness and Personnel Report**

**20. Assistant Superintendent Report**

**21. Superintendent Report**

**22. Board Member Reports**

**23. Visitor Comments**

**24. Adjournment**