

Shelter Island School Board of Education
Monday, March 14, 2022
Budget Presentation & Regular Meeting at 6:00 pm
Chorus Room (Room #31)

Margaret Colligan, President * Katherine Rossi-Snook, Vice President
Dawn Hedberg Kathleen Lynch Tracy McCarthy Karina Montalvo Robert Strauss

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. Budget Presentation

- 4.1 2022-2023 Budget Presentation
 - a. Budget Overview

5. Visitor Questions (Specific to the agenda)

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

- 6.1 Approval of Minutes
 - a. Regular Meeting of February 15, 2022
 - b. Budget Workshop of February 28, 2022

7. Correspondence - None

8. Presentations - None

9. Personnel - The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Personnel Action: 9.1 – 9.5

- 9.1 Home Instruction
 - a. Approve Lynne Colligan for Home Instruction, effective retroactively to February 28, 2022, at a rate of \$72.16 per hour, not to exceed 5 hours.
 - b. Approve Peter Miedema for Home Instruction, effective retroactively to February 28, 2022, at a rate of \$72.16 per hour, not to exceed 5 hours.
- 9.2 Leave Replacement
 - a. Appoint Kathleen Springer as a Leave Replacement for Claire Geehreg, effective on or about April 25, 2022 through May 31, 2022, at a salary of \$67,246, prorated to \$8,758, Step 1 MA of the 2021-2022 teacher salary scale.
- 9.3 Rescind Motion
 - a. Rescind the following motion of August 30, 2021 due to a childcare leave of absence.
Appoint Lauren Farkas, School Play Pianist/Accompanist/Vocal Director, \$3,084.43 for the 2021-2022 school year

9.4 Additional Schedule C for the 2021-2022 School Year

- a. Appoint Sarah Mundy, School Play Pianist/Accompanist/Vocal Director, \$3,084.43 for the 2021-2022 school year; pending fingerprint clearance.

9.5 Amend Motion

- a. Amend the motion of January 18, 2022 from:

Approve Kathleen Springer as a Leave Replacement for Lauren Farkas, effective on or about February 28, 2022 through April 11, 2022, at a salary of \$67,246, prorated to \$9,078.48, Step 1 MA of the 2021-2022 teacher salary scale.

to:

Approve Kathleen Springer as a Leave Replacement for Lauren Farkas, effective on or about January 27, 2022 through April 8, 2022, at a salary of \$67,246, prorated to \$15,635.15, Step 1 MA of the 2021-2022 teacher salary scale.

10. Program - The Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Program Actions: 10.1 – 10.2

10.1 CSE/504 Recommendations for the 2021-2022 School Year

- a. Committee on Special Education
b. 504 Committee

10.2 Second Reading and Adoption

- a. Policy #7223 – Class Rankings
b. Policy #8460 – Field Trips and Excursions

11. Finance – The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Finance Actions: 11.1 – 11.2

11.1 Financial Reports

- | | |
|--------------------------------------|---|
| a. Treasurer's Report – January 2022 | d. Revenue Status Report |
| b. Extra Class Report – January 2022 | e. Claims Audit Report – February 2022 |
| c. Appropriations Status Report | f. Payroll Audit Report – February 2022 |

11.2 Budget Transfers & Journal Entries

- a. Accept and approve Budget Transfers and Journal Entry Reports for the period of February 8, 2022 through March 7, 2022, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

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

12.1 Contract

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and C-BIZ Valuation Group, LLC of Lawrenceville, NJ, for property valuation services, including an electronic annual update service option, in the amount of \$1,190, for the 2021-2022 school year; and authorize the District Treasurer to execute said agreement.

13. Facility – The Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Facility Action: 13.1

13.1 Donation of Playground Fitness Equipment

- a. Accept the donation of the following playground fitness equipment, materials and labor from Dawgpatch Bandits, Incorporated of Sag Harbor, NY, for installation at Fiske Field.
- | | |
|-------------------------------------|---------------------------|
| - Sports Play Triple Horizontal Bar | - Concrete Footings |
| - Sports Play Parallel Bars | - Time of Contractors |
| - Excavation Work | - All Architectural Plans |
| - RCA Blend Material | |

14. Items for Consideration - None

15. Old Business – None

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

17. Assistant Superintendent Report

18. Superintendent Report

19. Board Member Reports

20. Student Liaison Report

21. Visitor Comments

22. Executive Session - *It is expected that the Board of Education will enter Executive Session at the end of this scheduled public meeting, to discuss the employment of particular individuals.*

23. Adjournment

Students

SUBJECT: CLASS RANKINGS

The Board of Education has adopted a "no-ranking" policy. Due to the small size of our school, the Board believes that the practice of determining class rank does not give an accurate picture of a student's performance. A profile of the school will accompany each transcript. However, individual requests for scholarship ranking will be calculated as follows:

- a) Computation of cumulative grade point averages will be based on the course credit assigned;
- b) Cumulative grade point averages for college transcripts will be computed at the end of the junior year and updated at the end of the first semester of the senior year;
- c) Credit from other schools will be interpreted and assigned credit by the Principal in conjunction with the Guidance Counselor;
- d) Student Assistant Courses will receive grades of Pass (P) or Fail (F); and
- e) All pass/fail are excluded from GPA. A failed grade is excluded from the GPA if the student retakes the same course for a higher grade. However, the lower grade remains on the transcript.

Study Abroad Students

Shelter Island students will have courses taken in a foreign country evaluated after an official transcript is received. Such courses may be evaluated for credit upon evaluation by the Guidance Counselor and the high school Principal. Grades for such courses will not be considered part of the overall average. Foreign exchange students will be expected to complete all requirements for credit and, therefore, may be expected to double up during one of their years at Shelter Island.

Valedictorian and Salutatorian

Determination of the Valedictorian and Salutatorian will be based on strict numerical computation accurate to the thousandths decimal place from courses taken in grades 9-12 in the District, using weighted GPA.

- a) At the end of the third quarter of each school year, the Valedictorian and Salutatorian will be determined for the graduating class. Selection will be made from those students who are candidates for a Regents Diploma with Advanced Designation. In order to qualify for these honors, a student must have completed at least four (4) semesters in their freshman, sophomore, and junior years, and the first three quarters of their final year in the Shelter Island High School.
- b) Valedictorian and Salutatorian will have the required Regents courses and exams of a Regents Diploma with Advanced Designation by the beginning of the second semester of the senior year.
- c) Valedictorian and Salutatorian should be enrolled in at least one-half (1/2) of the AP/College level classes offered in the high school.
- d) Valedictorian and Salutatorian must be compliant with the District attendance policy.

Adopted: 9/14/10

Revised:

Instruction

SUBJECT: FIELD TRIPS AND EXCURSIONS

The Board recognizes the value of a properly organized and conducted field trip as an instructional tool, affording a first-hand educational experience not available in the classroom, and endorses the use of these learning experiences to the degree financial resources and other resources permit.

Definitions

A field trip is defined as any time a teacher is leading a student or students off the immediate school property. Types of field trips are:

- a) Curricular Field Trips – Related directly to classroom instruction. Usually planned by the classroom teacher to promote learning and achieve the instructional objectives of the curriculum.
- b) Extracurricular Field Trips – Related to the Board’s goals and objectives but not necessarily to the classroom instructional programs. Usually planned by coaches and advisors to provide students with worthwhile co-curricular experiences.
- c) Social, Recreational and Reward Field Trips – Trips consistent with the Board’s mission to expand or reinforce student emotional growth.
- d) Extended/Overnight Field Trips – These may include any of the above that are overnight or longer. Subject to Superintendent and Board of Education approval.

Criteria

1. Designed to achieve an educational objective
2. Principal/Superintendent approval
3. BOE presentation and approval for extended/overnight trips
4. Participation is dependent upon satisfactory attendance, academic standing and disciplinary status in accordance with school policies and subject to the final approval of the Superintendent.
5. Permission slip signed by parent or legal guardian
6. Appropriate number of chaperones
7. Adherence to Code of Conduct by all students and chaperones
8. Students not attending a field trip are not excused from school and additional assignments may be required.

Approval

All field trips require prior approval in accordance with Regulation 8460R.

Extended/Overnight trips require that a proposal be presented to the BOE outlining the timeline, educational objectives, fundraising plans, chaperones, transportation details, and all related costs. Field trip permission slips will be sent home with each participating student. A signed permission Slip from the parent or legal guardian must be received before any student may participate in the trip.

(Continued)

Instruction

SUBJECT: FIELD TRIPS AND EXCURSIONS (Cont'd.)**Funding**

Field trips in which students must raise money in order to reduce their out-of-pocket contributions require BOE approval of the fundraising details.

Supervision/Chaperones

The following faculty/staff member chaperone-to-pupil ratio is recommended:

Day Trips – 1:10

Overnight Trips – 1:5

Requests for exceptions to the recommended ratio must be submitted in writing and approved by the Principal/Superintendent prior to the trip. Additional chaperones should be considered depending upon the nature of the trip, and subject to the approval of the Superintendent.

Chaperone Duties/Responsibilities

Chaperone duties/responsibilities are outline in Field Trips and Excursions Regulations #8460R.

Transportation

Transportation for all field trips shall be in legally registered and inspected vehicles, sufficient for the number of participating students and faculty to travel safely. Written permission, in accordance with Regulation 8460R.1, must be obtained to use private transportation.

Safety Considerations

Domestic field trips may only take place when there is no threat alert in place. Under the National Terrorism Advisory System, alerts will be issued under either the category of “elevated” or “imminent.” When the Department of Homeland Security raises the national threat level to either of these categories, all trips off Long Island, including Brooklyn or Queens Counties, will be cancelled. If the trip is underway when the threat level is raised, the lead chaperone will be contacted by the Administration and arrangements will be made for immediate return to Shelter Island.

NOTE: Refer also to Policies #3410 -- Code of Conduct on School Property
#5730 -- Transportation of Students
#7310 -- School Conduct and Discipline
District Code of Conduct on School Property

Adopted: 5/13/13

Revised: 1/11/16