

**Shelter Island School Board of Education
Monday, October 17, 2022
Regular Meeting at 6:00 pm
Conference Room**

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. 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 Approval of Minutes

- a. Regular Meeting of September 21, 2022
- b. Special Meeting - Library Budget Vote of October 8, 2022

6. Correspondence - None

7. Presentations

7.1 Presentation Requiring Board Approval

- a. Christopher Angotta of Nawrocki Smith – Audit Report Year End June 30, 2022

MOTION: The Board President requests a motion to accept and approve the audit reports for the fiscal year ending June 30, 2022.

7.2 Presentations Not Requiring Board Approval

- a. Walter Brigham -- Cybersecurity
- b. Michael Dunning – Septic Permitting & Funding

8. Personnel - The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Personnel Actions: 8.1 - 8.10

8.1 Step Movement

- a. Approval to move the following faculty on the salary scale, effective retroactively to September 1, 2022

- | | |
|---------------------|---------------------------------|
| 1. Danielle Spears | Step 4 MA+30 to Step 4 MA +45 |
| 2. Maggie Manarel | Step 4 MA+30 to Step 4 MA+45 |
| 3. Patricia Goff | Step 7 MA+15 to Step 7 MA+30 |
| 4. Lauren Farkas | Step 4 MA+30 to Step 4 MA+45 |
| 5. Elizabeth Eklund | Step 9 MA+60 to Step Step MA+75 |

8.2 Additional Substitute Teacher for the 2022-2023 School Year at \$110 per day (certified or 4-year degree)

- a. Sara Lewis, retroactive to October 11, 2022

8.3 Additional Substitute Aides for the 2022-2023 School Year at \$95 per day

- a. Lydia Shepherd; pending fingerprint clearance (NYS Fingerprint Initiative)
- b. Arielle Gardner; pending fingerprint clearance (NYS Fingerprint Initiative)

8.4 Lead Evaluators of Teachers and Principals for the 2022-2023 School Year

- a. BE IT RESOLVED, that Brian Doelger, Jennifer Rylott, Todd Gulluscio, and Allan Gerstenlauer are hereby certified as a Qualified Lead Evaluator of teachers and building principals, by successfully demonstrating the skills prescribed in 8 NYCRR §30-2.9(b), including:
1. The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
 2. Evidence-based observation techniques that are grounded in research;
 3. Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
 4. Application and use of the state-approved principal rubric selected by the Shelter Island Union Free School District for use in the evaluations of teachers and building principals, including training on the effective application of such rubrics to observe a teacher's and building principal's practice;
 5. Application and use of the assessment tools that the Shelter Island Union Free School District utilizes to evaluate its teachers and building principals;
 6. Application and use of the state-approved locally selected measures of student achievement used by Shelter Island Union Free School District to evaluate its principals;
 7. The scoring methodology utilized by the State Education Department and Shelter Island Union Free School District to evaluate teachers and building principals under 8 NYCRR Subpart 30-2, including:
 - a. How scores are generated for each subcomponent and the composite effectiveness score of teachers and building principals, and
 - b. Application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of teachers and principals and their subcomponent ratings; and
 - c. Specific considerations in evaluating teachers and building principals of English language learners and students with disabilities.

8.5 Additional Volunteer Assistant Coach for the 2022-2023 School Year

- a. Jay Card – All Levels of Boys and Girls Basketball

8.6 Census

- a. Approve Mary Kanarvogel for the administration of the bi-annual census, at a rate of \$1,500

8.7 Resignation

- a. Accept the resignation of Danielle Spears, 12th Grade Advisor for the 2022-2023 school year, effective October 14, 2022

8.8 Rescind Motion

- a. Rescind the following motion of July 11, 2022:

Appoint Kristin Andrejack, JV Softball Coach for the 2022-2023 school year at \$5,256.58

8.9 Additional Schedule C for the 2022-2023 School Year

- a. Appoint James Theinert, 12th Grade Advisor, effective October 18, 2022, at \$2,078.50, prorated to \$1,789.82

8.10 New Hire

- a. Appoint Keeley Kotula, as Office Assistant (Spanish Speaking), effective October 24, 2022, at a salary of \$42,322, prorated to \$29,300; probationary appointment pending civil service test for Office Assistant (Spanish Speaking); and pending fingerprint clearance.

9. Program - The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Program Actions: 9.1

9.1 CSE/504 Recommendations for the 2022-2023 School Year

- a. Committee on Special Education
- b. 504 Committee

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 – 10.4

10.1 Financial Reports

- a. Treasurer's Report – August 2022
- b. Extra Class Report – August 2022
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Claim Auditor's Report – September 2022
- f. Payroll Audit Report – September 2022

10.2 Journal Entries

- a. Accept and approve Journal Entry Reports for the period of September 14, 2022 through October 12, 2022, that in accordance with Board Policy, the Superintendent has approved.

10.3 Funding Reserves

WHEREAS, the Board of Education is desirous of funding certain reserves allowable by law using fund balance in order to save money and plan for expenses in future fiscal years; NOW THEREFORE, BE IT RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby funds the 2020 Repair Reserve, established pursuant to General Municipal Law Section 6-D by excess fund balance from the 2021-2022 fiscal year in an amount not to exceed \$491,715.26; and

BE IT FURTHER RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby funds the existing NYSTRS School District Retirement Contribution Reserve Sub-Fund, established pursuant to General Municipal Law Section 6-R by excess fund balance from the 2021- 2022 fiscal year in an amount not to exceed \$94,426; and

BE IT FURTHER RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby funds the existing NYS and Local Employees' Retirement System School District Retirement Contribution Reserve Sub-Fund, established pursuant to General Municipal Law Section 6-R by excess fund balance from the 2021- 2022 fiscal year in an amount not to exceed \$150,000; and

BE IT FURTHER RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby funds the existing Workers' Compensation Reserve Fund, established pursuant to General Municipal Law Section 6-J by excess fund balance from the 2021- 2022 fiscal year in an amount not to exceed \$5,000.

10.4 Tax Levy

WHEREAS, the Shelter Island Union Free School District has determined that amount of State aid and other estimated local revenues to be applied toward the 2022-2023 budget; now, therefore be it

RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby sets the total tax levies for the Shelter Island Union Free School District at \$11,016,572.

AND BE IT FURTHER RESOLVED, that because the STAR program will pay portions of the School Tax Levy that normally would be borne by the property tax in the 2022-2023 school year, the School Tax Levy shall be further offset by the actual amount received to STAR.

11. Business – the Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Business Action: 11.1 – 11.2

11.1 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Hampton Jitney of Calverton, NY, in the amount of \$2,500.00, for the College Visit Field Trip transportation; and authorize the Board President to execute said agreement retroactively.
- b. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Hampton Jitney of Calverton, NY, in the amount of \$2,083.00, for the Opera Field Trip transportation; and authorize the Board President to execute said agreement.

11.2 Donation & Budget Transfer

- a. Authorize the Shelter Island School District to accept a donation of \$1,400 from the Shelter Island Presbyterian church for college field trips for students; and authorize an increase to the budget line of Field Trip Transportation, A.5540.400.00.2110.

12. Facility – The Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Facility Action: 12.1 – 12.2

- 12.1 District-Wide School Safety/Continuity of Operations Plan
a. Approve the 2022-2023 Shelter Island School District-Wide School Safety/Continuity of Operations Plan.

12.2 State Environmental Quality Review Act (SEQRA)

WHEREAS, the Board of Education of the Shelter Island Union Free School district, desires to embark upon the following capital improvement project at Shelter Island School: Septic System Renovation and replacement of various interior and exterior doors and hardware (\$800,000) to be funded by the 2020 Repair Reserve.

WHEREAS, said capital improvement projects are subject to classification under the State Environmental Review Act (SEQRA); and

WHEREAS, the SEQR Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQR; and

WHEREAS, the Board of Education has examined all information related to the capital improvement project, and has determined that the above-described capital improvement project are classified as Type II Actions pursuant to Section 617.5(c)(1) and (c)(2) of the SEQR Regulations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby declares itself lead agency in connection with the requirements of the State Environmental Quality Review Act; and

BE IT FURTHER RESOLVED, that the Board of Education hereby declares the above-referenced project to be a Type II Action, which requires no further review under SEQR.

BE IT FURTHER RESOLVED, that the Board of Education has forwarded an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation and has received clearance from the Department.

13. Items for Consideration - None

14. Old Business

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

16. Assistant Superintendent Report

17. Superintendent Report

18. Board Member Reports

19. Student Liaison Report

20. Visitor Comments

21. *Executive Session* – *The Board of Education may enter Executive Session at the end of this scheduled public meeting, to further discuss the employment history of a particular individual in the District, pursuant to Section 105(f) of the Public Officer's Law.*

22. Adjournment