

**SHELTER ISLAND UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION**

**PUBLIC/REGULAR MEETING
June 10, 2024**

Members Present: Kathleen Lynch, Katherine Rossi-Snook, Tracy McCarthy, Margaret Colligan, Dawn Hedberg, and Anthony Rando

Others Present: Dr. Brian Doelger, Superintendent; Jennifer Rylott, Assistant Superintendent; Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness & Personnel; Deborah Vecchio, District Treasurer/Deputy District Clerk; 7 faculty/staff/student/ community residents

Absent: Karina Montalvo, Jacqueline Dunning, District Clerk, Julie Lane, Shelter Island Reporter, and Harrison Weslek, Student Liaison

The meeting was called to order at 5:00 pm by President Lynch.

Executive Session

A motion was made by Katherine Rossi-Snook, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby voted to go into an executive session at 5:01 p.m. to discuss the employment of particular individuals in the District and the Superintendent's evaluation.

The members of the Board of Education came out of Executive Session at 6:02 p.m. President Lynch led everyone in the Pledge of Allegiance.

Tracy McCarthy read the following Shelter Island School Mission Statement – Engage, Explore, Empower:

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.

Visitor Questions (Specific to the agenda) - None

Consent Agenda

A motion was made by Margaret Colligan, seconded by Anthony Rando, BE IT RESOLVED THAT: The Board of Education hereby approves the following:

6.1 Approval of Minutes

- a. Public Budget Hearing/Regular Meeting of May 13, 2024
- b. Annual District Meeting and Election of May 21, 2024

Motion carried unanimously

Correspondence - None

Student Liaison Report - None

Presentations -

9.1 Presentation Not Requiring Board Approval

- a. Mr. Tim Purtell - Green Advisory Committee Member - Potential Solar Plan Collaboration

Mr. Tim Purtell is the Chairperson for the Green Advisory Committee. The goal of the committee is research, reliability and sustainability of energy on Shelter Island. The committee is currently doing an analysis of all building sites on Shelter Island that may be resilience hubs, and the school falls into this category. Mr. Purtell is looking for Board of Education support on a potential

parking lot, solar carport, and more solar panels on the roof of the school. He stated that this would be free of charge, and there is no commitment on the school to participate.

The Board of Education had many questions regarding funding sources. Mr. Purtell stated, at this point, this is just a study, but would be great for the town. The program ends in 2025.

Mr. Purtell will come back at a later date and present a powerpoint at the end of the committee's study.

b. Ms. Catherine Brigham - Art Teacher - Secondary Sylvester Manor Field Trip and School Garden

Ms. Brigham presented a Powerpoint of Grades 6 - 12 Field Trip to Sylvester Manor on May 30, 2024. Students were able to enrich their Art talent and use curriculum in many different forms on the grounds of Sylvester Manor with the support of many teachers, who rotated through to help with the whole program. Each student had a card and explained what they saw. Photography was a big part of the day. There was lots of problem solving, engagement was high, and it was technical.

Ms. Brigham commented that the students really shined on this trip, and she thanked the administration for being generous with time and letting the teachers create some of their own, unique Field trip programs.

Ms. Brigham continued her presentation with the Shelter Island School Edible Garden Project during the 23/24 school year. She commented that everyone from students to staff have been incredibly helpful, and it has been a whole school project. They started the school year with winterizing the garden. In the Spring of 2024, Ms. Brigham engaged the AP Environmental Science class to see what they could do to improve our yield and integrate sustainable and regenerative practices. Every bed has something in it and is labeled.

Ms. Brigham is hoping to have more in the garden over the Summer and even more in the Fall. The Board of Education members are very happy to see how far this has come.

c. Mr. Daniel Williams & Students - Our Year In Research

Mr. Dan Williams, along with research students Robert Beckwith and Nathan Cronin presented their research projects. Students Beckwith and Cronin attended the Protein Symposium at SUNY Stony Brook with 50/60 other students from NY Regional Schools.

Mr. Beckwith's research was Baker's Yeast & Caffeine, and Mr. Cronin's was, Do Deer Carry Lyme? Mr. Williams stated that the students generate their own course, and they learn their passion; at first, starting to walk and then they run. Research is an elective class and starts in Gr. 9-12.

d. May 2024 - Employee of the Month: Ms. Deborah Vecchio

Mr. Todd Gulluscio announced that Ms. Deborah Vecchio was named the May 2024 Employee of the Month and will let Dr. Doelger speak about Ms. Vecchio. Dr. Doelger stated that the amount of work she does for the district is amazing. Dr. Doelger also stated that she does whatever is asked with a smile on her face, and the district is extremely grateful for all she has given the district for many years. President Lynch also stated that Ms. Vecchio is a valued member of the Shelter Island School family, stepping up as needed and has been an integral part of keeping everything running smoothly.

Personnel

A motion was made by Anthony Rando, seconded by Dawn Hedberg, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 10.1 - 10.13

10.1 Summer School 2024 Coordinator

- a. Appoint Jennifer Gulluscio, as Summer School 2024 Coordinator, at a rate of \$3,091.

10.2 Personnel for Summer School 2024

- a. Appoint Cara Grace-Nizich, teacher, for the Leap Into Learning Summer School Program, effective July 1, 2024 through July 25, 2024, for 34 hours, at an hourly rate of \$49.98.
- b. Appoint Elizabeth Eklund, teacher, for the Leap Into Learning Summer School Program, effective July 1, 2024 through July 25, 2024, for 34 hours, at her individual hourly rate
- c. Appoint Janine Mahoney, teacher, for the Leap Into Learning Summer School Program, effective July 1, 2024 through July 25, 2024, for 34 hours, at her individual hourly rate
- d. Appoint Margaret Mosher, teacher, for the Leap Into Learning Summer School Program, effective July 1, 2024 through July 25, 2024, for 34 hours, at an hourly rate of \$49.98
- e. Appoint Deborah Brewer as an aide for the Leap Into Learning Summer School Program, effective July 1, 2024 through July 25, 2024, for 30 hours, at her individual hourly rate.
- f. Appoint the following as substitute teachers for the Leap Into Learning Summer School Program, as needed during the period of July 1, 2024 through July 25, 2024, at their individual hourly rates.

1. Lynne Colligan
2. Michelle Weir
3. Rachel Brigham

10.3 Specialized Reading Summer School Program

- a. Appoint Janine Mahoney, teacher, for the Specialized Reading Summer School Program, effective July 8, 2024 through August 16, 2024, at her individual hourly rate; not to exceed 12 hours.

10.4 Specialized Class ELA and Math Summer School Program

- a. Appoint Janine Mahoney for the Specialized Class ELA and Math Summer School Program, effective July 8, 2024 through August 16, 2024, at her individual hourly rate, not to exceed 22 hours
- b. Appoint Michelle Weir for the Specialized Class ELA and Math Summer School Program, effective July 8, 2024 through August 16, 2024, at her individual hourly rate, not to exceed 22 hours
- c. Appoint Kelsey Northcote for the Specialized Class ELA and Math Summer School Program, effective July 8, 2024 through August 16, 2024, at her individual hourly rate, not to exceed 22 hours
- d. Appoint the following as substitute teachers for the Special Class ELA and Math Program, as needed during the period July 8, 2024 through August 16, 2024, at their individual hourly rates.

1. Rachel Brigham
2. Michelle Weir
3. Cara Grace-Nizich
4. Margaret Mosher

10.5 Volunteer for Leap Into Learning Summer School 2024

- a. Casimir Coulson, effective July 1 - July 25, 2024, pending receipt of fingerprint clearance (NYS Fingerprint Initiative)

10.6 Curriculum Writing

- a. Approve the following for Curriculum Writing, at a rate of \$45 per hour; not to exceed 8 hours each.
 - 1. Keith Wildstein (Music in American Culture)
 - 2. Sarah Pfennig (The Science of Science Fiction)
 - 3. Samantha Cavanagh (Geology of the Solar System)

10.7 Summer 2024 Extra Duty

- a. Lisa Goody to provide extra duty, as needed, between the period of June 27, 2024 and September 2, 2024, at a rate of \$15.00 per hour.
- b. Deborah Brewer to provide extra duty, as needed, between the period of June 27, 2024 and September 2, 2024, at a rate of \$15.00 per hour.

10.8 Extra Compensation

- a. Walter C. Brigham, III to provide computer support and supervision for the period of time between July 1, 2024 and September 2, 2024, at his daily rate.
- b. Edward Caswell to provide guidance counseling services for the period of June 27, 2024 through July 31, 2024, not to exceed 4 days, at a rate of \$750 per day.
- c. Alyssa Prior to provide guidance counseling services for the period of July 1, 2024 through August 31, 2024, not to exceed 6 days, at her daily rate.

10.9 Extra Duty

- a. Approve the following for Extra Duty, at their individual per period rate, for the week of June 3 - June 7, 2024.
 - 1. Jennifer Gulluscio - 10 extra periods
 - 2. Leigh Stumme - 2 extra periods

10.10 Amend Motion of April 15, 2024 - Medical Leave of Absence

- a. Approve a medical leave of absence for Jacqueline Dunning, beginning April 8, 2024 through June 30, 2024.
to
- b. Approve a medical leave of absence for Jacqueline Dunning, beginning April 8, 2024 through June 27, 2024.

10.11 Amend Motion of May 13, 2024 - Extra Teaching Periods

Extra Teaching Periods

- a. Approve James Theinert, Math Secondary Teacher, to teach an additional 5 periods, on a bi-weekly basis, retroactive to May 6, 2024 through June 14, 2024, at a rate of \$1,545.30.
- b. Approve Lynn Green, Elementary Teacher, to teach an additional 5 periods, on a bi-weekly basis, retroactive to May 6, 2024 through June 14, 2024, at a rate of \$1,558.05.
- c. Approve Kerri Knipfing, Elementary Teacher, to teach an additional 5 periods, on a bi-weekly basis, retroactive to May 6, 2024 through June 14, 2024, at a rate of \$1,425.90.
- d. Approve Jacqueline Sperling, Special Education Teacher, to teach an additional 10 periods, on a bi-weekly basis, retroactive to May 6, 2024 through June 14, 2024, at a rate of \$1,723.50.

to

Extra Teaching Periods

- a. Approve Lynn Green, Elementary Teacher, to teach an additional 5 periods, on a bi-weekly basis, retroactive to May 6, 2024 through June 14, 2024, at a rate of \$1,558.05.
- b. Approve Kerri Knipfing, Elementary Teacher, to teach an additional 5 periods, on a bi-weekly basis, retroactive to May 6, 2024 through June 14, 2024, at a rate of \$1,425.90.
- c. Approve Jacqueline Sperling, Special Education Teacher, to teach an additional 10 periods, on a bi-weekly basis, retroactive to May 6, 2024 through June 14, 2024, at a rate of \$1,723.50.

10.12 Amend Motion of May 13, 2024 - Resignation of Personnel

- a. Helene Starzee, effective June 30, 2024, for the purpose of retirement
- b. Stephanie Tybaert, effective June 30, 2024, for the purpose of retirement

to

Resignation of Personnel

- a. Helene Starzee, Cook, effective June 30, 2024, for the purpose of retirement
- b. Stephanie Tybaert, Food Service Worker, effective June 30, 2024

10.13 Memorandum of Agreement

- a. Approve two (2) Memorandum of Agreements (MOA) between the Shelter Island Faculty Association and the Shelter Island School District for the 2023-2024 school year; and authorize the Board President and the Shelter Island Faculty Association President to execute said agreements.

Motion carried unanimously

Program

A motion was made by Katherine Rossi-Snook, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program actions: 11.1 - 11.3

11.1 504/CSE/CPSE Recommendations for the 2023-2024 School Year

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

11.2 CPSE Recommendations for the Summer 2024

- a. Committee on Preschool Special Education

11.3 504/CSE/CPSE Recommendations for the 2024-2025 School Year

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

Motion carried unanimously

Finance

A motion was made by Katherine Rossi-Snook, seconded by Anthony Rando, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Finance actions: 12.1 – 12.6

12.1 Financial Reports

- a. Treasurer’s Report – April 2024
- b. Extra Class Report – April 2024
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Claims Audit Report – May 2024
- f. Payroll Audit Report – May 2024

12.2 Budget Transfers & Journal Entries

- a. Accept and approve Budget Transfers and Journal Entries, for the period of May 10, 2024 through June 6, 2024, that in accordance with Board Policy, the Superintendent has approved; as well as the transfers that need specific Board approval.

12.3 Budgetary Modification

- a. BE IT RESOLVED THAT: The Board of Education of the Shelter Island Union Free School District hereby authorizes a budgetary modification/increase to the following budget line in the amount, not to exceed:

C2860.160.00.0000 \$6,240.00

to be offset by the Reserve for Employee Benefit Accrued Liability Reserve (EBALR) pursuant to General Municipal Law Section 6-P, effective June 30, 2024.

12.4 Donation & Budgetary Increase

- a. Authorize the Shelter Island School District to accept a donation of \$500 from the Shelter Island PTSA for the Ice Cream Truck; and authorize to increase the budget line of Central Administration Materials & Supplies, A1240.450.00.0000 in the same amount.

President Lynch thanked the PTSA for their continued generosity.

12.5 Tax Pledge and Collection Agreement

- a. Approving the Tax Pledge and Collection Agreement relating to the financing of the construction of additions, alterations and improvements to the Shelter Island Public Library Society Building, and making certain other determinations in connection therewith. This resolution shall take effect immediately.

12.6 Funding Reserves

WHEREAS, the Board of Education of the Shelter Island Union Free School District 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; and

WHEREAS, the Board of Education recognizes that the exact amounts to be deposited into each reserve is a matter to be determined after the financial activity for the 2023-2024 fiscal year is concluded and audited; now, therefore,

BE IT FURTHER RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby funds the existing Retirement Contribution Reserve established pursuant to General Municipal Law Section 6-r by excess fund balance from the 2023-2024 fiscal year in an amount not to exceed \$125,000.00; 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 2023-2024 fiscal year in an amount not to exceed \$125,000.00; and BE IT FURTHER RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby funds the existing Repair Reserve established pursuant to General Municipal Law Section 6-d by excess fund balance from the 2023-2024 fiscal year in an amount not to exceed \$925,000.00.

Motion carried unanimously

Business

A motion was made by Margaret Colligan, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby accepts 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 School Business Advisor, of Westhampton Beach, NY, for consulting services, at \$30,975, for the term July 1, 2024 through June 30, 2025; and authorize the Board President to execute said agreement.
- b. BE IT RESOLVED, that the Board approve the Contract for Cooperative Educational Services between the Shelter Island School District and Eastern Suffolk BOCES in the amount of \$281,127.75, for the 2024-2025 school year in accordance with the terms and conditions set forth in said agreement; and authorize the Board President to execute said agreement.
- c. Approve the inter-municipal cooperation agreement between the Board of Education of the Shelter Island Union Free School District and the Sag Harbor Union Free School District for transition coordinator services and/or special education teaching services, at a cost of \$30,747.20. The term of said agreement shall be September 3, 2024, through June 30, 2025; and authorize the Board President to execute said agreement.
- d. Approve the agreement for Joint Municipal Cooperative Bidding (Resolution A) with Eastern Suffolk BOCES for the 2024-2025 school year; and authorize the Board President to execute said agreement.

13.2 Additional Private School Transportation

- a. Approval to transport two (2) additional students to Ross School, East Hampton, NY for the 2024-2025 school year.

Motion carried unanimously

Facility - None

Items for Consideration

- a. Discuss *suggested* 2024-2025 School Board Meeting Dates (to be approved at the July 10, 2024 Re-org meeting)

August 19, 2024	November 12, 2024 (Tues.)	February 10, 2025	May 12, 2025
September 16, 2024	December 16, 2024	March 10, 2025	May 20, 2025 (Tues. Budget Vote)
October 15, 2024 (Tues.)	January 13, 2025	April 7, 2025	June 9, 2025

Old Business - None

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

Mr. Todd Gulluscio listed all of the end of year events, in Athletics, as follows:

6/5 - Elementary Bike Day. Mr. Gulluscio thanked the Shelter Island PBA for a very successful day and, in particular, Officer Kehl, who coordinated this event. Helmets were given out to children in need, and the

district received a donation of a few bikes from Nico Seddio (former student). A thank you to Mr. Mike Dunning who painted permanent lines for this event in the parking lot.

6/7 Elementary Field Day. Mr. Gulluscio thanked coaches Sweeney and Mulrain for an event filled with fun and excitement. It is always one of the best days of the year. In addition, that afternoon, they hosted an 8-12 Field Day.

6/14 - Gr. 6/7 PE Trip to TopGolf

6/18 - Gr. 6/7 3k Race to Beach/Field Day. Mr. Gulluscio thanked Sunset Beach for the BBQ they provided after the race.

6/18 - Athletic Awards Ceremony 5 p.m.

Mr. Gulluscio stated that next year's Fall High School Sports start on Monday, August 26th. Junior High School will start on the first day of school. Next year's schedules, minus golf, have been released but are not finalized yet.

The Wellness Committee met last week, and after some discussion, there was a consensus to move forward to procure a food service for next year. Over the past month, the district has been in discussions with one service to get an idea of what a food service company could provide to the district. The district is in the process of filling out state paperwork to begin the bidding process.

Assistant Superintendent Report

Mrs. Jennifer Rylott reported that on June 11th, the district will hold its first multi-cultural event. There will be 11 countries represented and 40 students have signed up to participate in the soccer tournament. She stated that a large group of individuals have worked on this. She hopes it is well attended and is looking forward to it.

Superintendent's Report

Dr. Brian Doelger reported, from the Guidance Department, an overview of the accepted, waitlisted, and denied applications, the colleges the Class of 2024 were accepted into, diploma types, and the post secondary plans for the Class of 2024. He also reported that over a six year look back (2019-2024), 90% of our students attended college, 4% went into the military, and 6% chose employment.

Dr. Brian Doelger continued his report on the following.

- Dr. Doelger thanked everyone, once again, for the support of our school budget this year. 80% is overwhelming support for our school and what we do here. Thank you to the community.
- Dr. Doelger is very excited about the cafeteria. There is a lot of work ahead. He thanked Mr. Gulluscio and the Wellness Committee for spearheading this.
- Dr. Doelger thanked Ms. Rylott for putting together the multi-cultural event. He encouraged as many people to come as possible.
- Dr. Doelger once again acknowledged Helene Starzee and Stephanie Tybaert's retirement. He stated they will be missed and thanked them for all they gave to the district.
- There have been many events over the last past weeks:
 - Book Club Reception
 - Elementary Literacy Fair
 - Elementary Field Day
 - Many Field Trips
 - Memorial Day Parade
 - Tick Presentation
 - Valedictorian Luncheon

- Prom
 - Secondary Concert
 - OCE
 - PTSA Meeting
 - Mr. Softee
- Dr. Doelger thanked Mr. Gulluscio for spearheading the New Dismissal Procedure for Grades 3-5.
 - Dr. Doelger reminded everyone of the aftercare the last week of school. Any parent who has child care issues during the last half week of school will be able to go to the town program from 11 - 2 p.m.
 - This year's yearbook was dedicated to Ms. Meghan Lang. The yearbook is beautiful and Dr. Doelger thanked Ms. Lang for all of the work she did this past year and he thanked Ms. Frasco and the club for everything they did to make a beautiful book.
 - Dr. Doelger is very excited for the new school library. The public library is donating many materials to the district because of their renovation.
 - Dr. Doelger congratulated Nurse Mary on being EMT of the Year for Shelter Island.
 - Important Events Coming Up:
 - June 11 - Multi-cultural Event
 - June 13 - Last Day of Classes for Gr. 8-12
 - June 14 - Gr. 6 and 7 Top Golf
 - June 17 - Academic Awards at 10 a.m.
 - June 18 - Elementary Beach Day; Gr. 6&7 3K Run/Beach Day; Athletic Awards
 - June 19 - School Closed (Juneteenth)
 - June 20 - Val/Sal Unveiling; Scholarship Awards
 - June 21 - High School Graduation; last day of school Pre-K 3
 - June 24 - June 26 - Half days Pre-K4 through Gr. 7
 - June 24 - Pre-K4 Ceremony; Elementary Roller Skating Trip
 - June 25 - 5th Gr. Moving Up
 - June 26 - Last Day of School

Board Member Reports

Ms. Katherine-Rossi Snook stated that anyone who needs community service hours should meet on June 17 under the tent at the Public Library from 2:30 - 4.

Ms. Tracy McCarthy thanked Ms. Catherine Brigham, Mr. Theinert and Mr. Conrardy for the field trip to Sylvester Manor. The Manor has so many opportunities; she wants to encourage teachers to think outside of the box.

Ms. Dawn Hedberg reiterated that the district needs to consider having press coverage at the BOE meetings. There is so much happening and no PR.

Mr. Anthony Rando met with Mike Dunning, Todd Gulluscio and Homeland Security of Suffolk County to do an assessment of the building. They were extremely helpful and Homeland Security made some cost effective suggestions.

Visitor Comments - None

Adjournment

A motion was made by Tracy McCarthy, seconded by Katherine Rossi-Snook, BE IT RESOLVED THAT: The Board of Education hereby adjourned the meeting.

Motion carried unanimously.

The meeting adjourned at 7:55 pm.

Deborah Vecchio
Deputy District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Wednesday, July 10, 2024, at 2 pm in the Conference Room