

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

**BUDGET/REGULAR
MEETING**
February 12, 2024

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

Members Absent: Karina Montalvo

Others Present: Brian Doelger, Superintendent; Jennifer Rylott, Assistant Superintendent
Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness & Personnel; Deborah Vecchio, District Treasurer/Deputy District Clerk; Julie Lane, Shelter Island Reporter; 0 faculty/staff/ students and community residents

The meeting was called to order at 5:30 p.m. by President Lynch.

Call to Order

Executive Session

A motion was made by Anthony Rando, seconded by Katherine Rossi-Snook, BE IT RESOLVED THAT: The Board of Education hereby voted to go into an executive session at 5:31 p.m. to discuss the employment of particular individuals in the District.

Executive Session

The members of the Board of Education came out of Executive Session at 6:08 p.m. President Lynch led everyone in the Pledge of Allegiance.

Pledge of Allegiance

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

Mission Statement

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.

2024-2025 Budget Presentation: Budget Orientation and Administration

Budget Presentation

Dr. Doelger welcomed everyone to the second presentation to be held in preparation of the 2024-2025 school budget.

The theme for this year's budget is "Consistent Academic Achievement, Facilities Improvement, & Fiscal Stability." To begin, Dr. Doelger shared some of the many accomplishments of the 2023-2024 school year. These accomplishments included, but are not limited to the following:

Budget
Presentation
(con't)

- US News & World Best High School – 3 years in a row (soon to be 4)
- Continued Significant Improvement – State Exams in ELA & Mathematics in Participation, Performance & Growth
- Implementing new Elementary ELA & Math Curriculums
- New Strategic Plan for the District (Year 1 of 5)
- Installed state of the art septic system to reduce the amount of nitrates using reserve funds
- Installed brand new softball field using reserve funds
- In the process of installing a new school sign using reserve funds
- Expanding intramurals for our elementary students
- Expanding clubs for our elementary students
- Introduction of new classes for next year

The topics presented at this meeting were as follows:

- Budget Formation Process
- District Administration Budget Goals
- Operations and Maintenance of Plant
- Transportation
- Debt Service
- What are Transfers to Other Funds?
- State Aid – An Early Look
- Property Tax Cap – What Does the Law Say?
- Revenue Budget
- Budgets Over the Past 4 Years
- Next Steps in Budget Process

Dr. Doelger reviewed the schedule of dates and topics for the remaining 2024-2025 school budget meetings, and noted that all the meetings will begin at 6:00 pm, in the conference room. The schedule is as follows.

- February 28, 2024 – Budget Presentation – Educational
- March 11, 2024 – Budget Overview & Adjustments
- April 8, 2024 – Budget Adoption by the Board of Education
- May 13, 2024 – Budget Hearing at Board of Education Meeting
- May 21, 2024 – Budget Vote, 12:00 pm – 9:00 pm, School Gymnasium

Dr. Doelger opened the floor to questions of which there were none.

Budget
Presentation
(con't)

Kathy Lynch commented that the proposed budget is exceptional and thanked everyone involved.

Visitor Questions (Specific to the Agenda) – None

Visitor Comments

Consent Agenda

Approval of
Minutes

A motion was made by Katherine Rossi-Snook, seconded by Dawn Hedberg, BE IT RESOLVED THAT: The Board hereby approves the following:

7.1 Approval of Minutes

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

Motion carried unanimously

Correspondence – None

Correspondence

Presentation –

Presentation

Employee of the Month for January 2024

Mr. Gulluscio stated that the employee of the month for January is Mr. Walter Brigham. Mr. Gulluscio stated that Walter is an employee who helps everyone. He is one of the first people you meet once you come to Shelter Island. His positive attitude and realistic view of life allow you to connect with him easily as both a co-worker as well as a student. He has a calm demeanor that helps to make you feel comfortable and confident in using the technology provided. He is an exceptional math teacher and students rarely complain about going to his class or his teaching style. He keeps all systems up and running; often fixing a problem in a matter of minutes. Dr. Doelger stated he is a phenomenal teacher, the kids love him and the district is blessed to have him. President Lynch stated that he is joyous, funny, and a fantastic teacher. He is a favorite.

Personnel -

Personnel

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 Personnel actions: 10.1- 10.7:

Personnel
(con't)

- 10.1 Childcare Leave of Absence
a. Approve a contractual childcare leave of absence for Claire Geehrens, 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 (prorated 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.

Motion carried unanimously

Program –

Program

A motion was made by Katherine Rossi-Snook, seconded by Anthony Rando, BE IT RESOLVED THAT: The Board of Education hereby approves the following Program Actions: 11.1

- 11.1 CSE Recommendation for the 2023-2024 School Year
 - a. Committee on Special Education

Motion carried unanimously

Finance –

Finance

A motion was made by Tracy McCarthy, seconded by Katherine Rossi-Snook, BE IT RESOLVED THAT: The Board of Education hereby approves 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 – December 2023

- 12.2 Budget Transfers and Journal Entries
 - a. Accept and approve the Budget Transfers and Journal Entry Reports for the period of January 13, 2024 through February 8, 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.

Motion carried unanimously

Business

A motion was made by Margaret Colligan, seconded by Dawn Hedberg, BE IT RESOLVED THAT: The Board of Education hereby approves the following Business Actions: 13.1 – 13.2

Business

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.

Motion carried unanimously

President Lynch thanked the Shelter Island Educational Foundation for their donations and support of our programs.

Facility - None

Facility

Items For Consideration - None

Items For Consideration

Old Business - None

Old Business

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

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

Mr. Gulluscio reported on athletics stating that it has been an exciting last couple of weeks to end the winter sports season. He thanked coach Pitch and the Varsity Cheerleaders for organizing a great spirit week and Pep Rally. He also congratulated all of the Varsity teams on achieving NYSPHSAA Scholar Athlete Team status. JH Girls Basketball will continue after this week. It was nice to see them play at home last week. High School Spring registration starts tomorrow, February 13th.

The Wellness Committee had their second meeting and are moving forward with the plan for improving the districts food services program. Ms. McCarthy spoke to the committee regarding the Chef Ann Foundation program. The committee would like to explore it further.

The Summer Activity Fair will be held the Monday after break. So far, the district has 20 commitments from both on island and off island summer programs for our parents to engage with.

Assistant Superintendent Report

Assistant
Superintendent
Report

Ms. Jennifer Rylott reported that 3 of the districts' teachers have applied to teach dual credit classes. As of now, the district has 5 that can teach new dual credit classes. Ms. Rylott also stated that students will have to go thru an application process. Administration will have to work with the Guidance Dept to make sure, when windows open up, the students register. The teachers are excited for this new opportunity.

Superintendent's Report

Superintendent's
Report

Dr. Doelger presented the Board of Education with the following report:

- Congratulated all of our Seniors
- The district is still perfecting and working out the kinks on our new sign but everyone is excited to have it.
- PARP will be the week of March 20th. Dr. Doelger is thankful to the PTSA for all that they do.
- Dr. Doelger congratulated Lauren Farkas and all of the students who worked hard on the elementary school play. It was great.
- Mr. Todd Gulluscio conducted new staff meetings. Dr. Doelger said it is very nice to see what our new teachers need and provide them with all of the support that we can.

- Dr. Doelger thanked Lois Morris and the Shelter Island Friends of Music. They have offered to donate goods and services to the district.
- The district is closed next week for mid-Winter break. Dr. Doelger stated that 2/13 was a traditional snow day and 5/28 will now be a school day. Any further snow days will be virtual learning days.

Superintendent's
Report (con't)

Board Member Reports --

Board Member
Reports

Ms. Tracy McCarthy reported that the direction the district is going regarding wellness is exciting. She stated that the district could have a shining star program.

Ms. Margaret Colligan reported that the Shelter Island Educational Foundation has designated funds available to students to help with the cost of dual credit courses and AP fees. The deadline to apply is March 17th. An individual can apply for a grant up to \$2,500 and an institutional grant up to \$3,500.

Ms. Katherine Rossi-Snook stated how wonderful our students are and thanked the parents and the community for fostering that.

Ms. Kathy Lynch congratulated Anthony & Lindsay Rando on the birth of their 4th child. She also thanked the staff for all of their hard work on the budget.

Visitor Questions -- None

Visitor Questions

Adjournment

Adjournment

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

The meeting adjourned at 6:50 p.m.

Deborah Vecchio
Deputy District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Wednesday, February 28, at 6:00 p.m. in the Conference Room.