

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

**REPAIR RESERVE/BUDGET/REGULAR MTG**  
April 15, 2024

Members Present: Kathleen Lynch, Tracy McCarthy, Katherine Rossi-Snook, Dawn Hedberg, Karina Montalvo, 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; Julie Lane, Shelter Island Reporter; 11 faculty/staff/student and 5 community residents

Absent: Margaret Colligan, Jacqueline Dunning, District Clerk, 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 Tracy McCarthy, 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.

The members of the Board of Education came out of Executive Session at 5:59 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.

**Public Hearing on the Proposed Use of the 2020 Repair Reserve**

President Lynch declared the public hearing on the proposed use of the 2020 Repair Reserve open at 6:02 p.m.

Mr. Michael Dunning, School Maintenance Crew Leader, gave a brief overview on the proposed use of the 2020 Repair Reserve. Mr. Dunning explained that the last phase of the project was replacing the existing gym (folding) doors and interior doors, including the locker room, storage room, and coaches room doors.

President Lynch opened the floor to the Board of Education for comments and/or questions.

Tracy McCarthy asked when will the project take place? Mr. Dunning stated late Summer/Fall. Anthony Rando asked if all of the doors are interior and are they going to have card readers. Mr. Dunning stated that they are all interior door replacements and they are not going to have card readers at this time.

Karina Montalvo asked if there will be an increase in the price since the project is starting in the late Summer/Fall. Mr. Dunning stated that the district is locked in to the price.

President Lynch asked the Public if they have any comments. There were none. Seeing that there are no further questions or comments, President Lynch asked for a motion to approve and/or accept the following action 5.1 - 5.2:

5.1 Use of 2020 Repair Reserve

WHEREAS, on Monday, April 15, 2024, the Board of Education of the Shelter Island Union Free School District held a duly advertised public hearing to examine the plans to expend the sum of \$56,365.00 from the 2020 repair reserve fund for the purpose of replacing the gym doors located at the Shelter Island School.

WHEREAS, the Board of Education is desirous of seeing these repairs take place using funds as described herein;

NOW THEREFORE BE IT RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby authorizes an increase to the 2023-2024 budget, in the Plant Maintenance budget line A.1621.400.00.0000, in an amount not to exceed \$56,365.00, to be offset by the 2020 Reserve for Repair, pursuant to General Municipal Law Section 6-d.

#### 5.2 Contracts

WHEREAS, the Bayshore UFSD solicited bids for General Building Maintenance involving New Construction, Reconstruction, and Demolition.; and

WHEREAS, General Municipal Law (GML) § 103(16) amended in October 2021 to include services related to the installation of materials and equipment and permits other municipalities to participate in the results of this bid; and

WHEREAS, the Shelter Island Union Free School District is desirous of participating in bid award “ Bayshore UFSD General Building Maintenance involving New Construction, Reconstruction, and Demolition”; and

WHEREAS, the bid has been awarded to RENU Contracting as per the terms of the Bayshore UFSD Notices of Award; now, be it

RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby authorizes a contract for the Replacement of Gym Doors RENU Contracting Inc., in the amount of \$56,365.00; and be it further

RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby authorizes the President of the Board of Education and Superintendent to sign any necessary documents.

Motion carried unanimously

President Lynch declared the Public Hearing closed at 6:06 p.m. She also thanked Mr. Dunning for the presentation. The Board of Education will now begin the budget adoption & regular business portion of the meeting.

#### **Budget Presentation & Adoption of the Budget**

Dr. Doelger welcomed everyone to the 2024-2025 school budget. Dr. Doelger’s presentation included the following topics.

- Accomplishments
  - Budget Formation Process
  - District Administration Budget Goals
  - Changes Since Last Time
  - Budget Recommended for Adoption
  - Revenue Budget
- 
- Appropriated Fund Balance

- School District Performance & Budgetary Goals Met
- Next Time

Dr. Doelger explained that the 2024-2025 proposed budget is currently at \$13,099,796, which is a percent change of 3.44% over the 2023-2024 adopted budget. Assuming restoration of the cuts in the Governor's proposed budget, the districts' proposed budget is Property Tax Cap Compliant. Dr. Doelger stated that the district is pleased to present a budget to the community that will continue to provide for so many accomplishments, while also staying under the tax cap, lowering the reliance on the Appropriated Fund Balance, and using our reserves in a gradual and responsible manner.

At this time, Dr. Doelger opened the floor to questions. Anthony Rando stated that the district did a great job, with increases and still being able to stay under the tax cap, it is incredible.

A motion was made by Tracy McCarthy, seconded by Katherine Rossi-Snook, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Business action: 6.1

6.1 2024-2025 School Budget and 2024-2025 School Property Tax Report Card

BE IT RESOLVED, that the Board of Education of the Shelter Island Union Free School District adopts the proposed budget as presented for the 2024-2025 school year in the total amount of \$13,099,796 to be presented to the public at a budget hearing on May 13, 2024 and subject to approval of the voters on May 21, 2024; and

BE IT FURTHER RESOLVED, that the Property Tax Report Card for the 2024-2025 school year be approved.

Motion carried unanimously

**Visitor Questions (Specific to the agenda) - None**

**Consent Agenda**

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

8.1 Approval of Minutes

- Budget Presentation/Regular Meeting of February 12, 2024
- Budget Workshop of February 28, 2024
- Budget Overview/Regular Meeting of March 11, 2024

Motion carried unanimously

**Correspondence - None**

**Student Liaison Report - None**

**Presentations**

11.1 Presentation Not Requiring Board Approval

- March 2024 Employee of the Month: Mrs. Janine Mahoney

Mr. Todd Gulluscio announced that Mrs. Janine Mahoney was named the March 2024 Employee of the Month. Mr. Gulluscio stated that Mrs. Mahoney holds herself and her students to a high standard of success. She makes sure that her students have the necessary tools to succeed, and she goes out of her way to help plan educational projects and events to make learning relevant and interesting. She works tirelessly for her students but expects students to work just as hard. She supports her students while also encouraging autonomy. She upholds our school's values of integrity and excellence.

Dr. Doelger is happy she is taking advantage of the parking spot. She is diligent, kind and a caring person. Always goes over & above for students and does 1,000 things outside of the building that people do not even hear about.

President Lynch stated that she is thrilled she is in the building. She is always available to all of her students, she is a good mom to the students and her own children. She has known her for a long time.

#### 11.2 Presentations Requiring Board Approval

- a. Erin Mulrain and Members of the Prom Committee re: Prom 2024

This year the Prom will be held on Saturday, June 1st at Camp Quinipet from 6 - 10 p.m. Stars Cafe will be catering the event. The theme is Under The Sea. Four (4) chaperones will be needed. Ms. Mulrain thanked the Board of Education and administration for this opportunity.

A motion was made by Katherine Rossi-Snook, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby approves Prom 2024 to be held on Saturday, June 1, 2024 at Camp Quinipet.

Motion carried unanimously

#### 11.2 Presentations Requiring Board Approval

- b. Peter Miedema and Members of the Class of 2024 re: Senior Class Trip

This year's Senior Class Trip will be in Boston, MA, June 3 - June 6. The class will be staying in Beacon Hill at the Wyndham Hotel. A lot of activities are planned such as a Boston Red Sox game where students will also have the opportunity to participate in a STEM Program in the a.m. and then attend the game in the p.m. 13 out of the 14 students in the class will be attending. The class has been able to decrease cost to approximately \$300 per student.

A motion was made by Katherine Rossi-Snook, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby approves the members of the Class of 2024 to visit Boston, MA, for their Senior Class Trip, to be held Monday, June 3, 2024 - Thursday, June 6, 2024.

Motion carried unanimously

Ms. Tracy McCarthy asked if there were any recent graduates from SI High School that the class could see at college. Unfortunately, all of the college students will be home for the summer.

### **Personnel**

A motion was made by Tracy McCarthy, seconded by Katherine Rossi-Snook, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 12.1 - 12.9 and 12.11

#### 12.1 Medical Leave of Absence

- a. Approve a medical leave of absence for Jacqueline Dunning, beginning April 8, 2024 through June 30, 2024.
- b. Approve a medical leave of absence for Michele Yirce, beginning April 8, 2024 through June 26, 2024.

#### 12.2 Deputy District Clerk

- a. Appoint Deborah Vecchio as Deputy District Clerk beginning April 8, 2024 through June 30, 2024; and approve her to be paid \$3,000.00 stipend for her services.

12.3 District Clerk Pro Tem

- a. Appoint Stacey Kehl as District Clerk Pro Tem during the period of April 8, 2024 through June 30, 2024.
- b. Appoint Meghan Lang as District Clerk Pro Tem during the period of April 8, 2024 through June 30, 2024.

12.4 Additional Substitute Teacher for the 2023-2024 School Year

- a. Alexandra Binder; pending fingerprint clearance

12.5 Resignation

- a. Accept the resignation of Michelle Corbett, Student Council Advisor, effective April 12, 2024

12.6 Letter Agreement & General Release

- a. BE IT RESOLVED, that the Board of Education herewith authorizes and approves a certain Letter Agreement and General Release between a certain probationary employee (#1270) and the Board of Education of the Shelter Island Union Free School District; and

BE IT FURTHER RESOLVED, that the Board of Education herewith extends the probationary period for the above-referenced probationary employee from June 30, 2024, to June 30, 2025, in accordance with the above-referenced Letter Agreement and General Release.

12.7 New Hire

- a. Appoint Alyssa Prior, to a 4-year probationary position as 1.0 FTE School Counselor, effective September 1, 2024, in the tenure area of School Counseling & Guidance, at a salary of \$69,972, Step 1 MA of the 2024-2025 teacher salary scale.

12.8 Transition Days

- a. Approve Alyssa Prior for transition days for the 2023-2024 school year, at a rate of \$190 per day; not to exceed fifteen (15) days.

12.9 Leave Replacement

- a. Appoint Millicent Lenahan as an Elementary Teacher Leave Replacement, effective April 16, 2024, through June 26, 2024, at a salary of \$68,938, prorated to \$16,962, Step 1 MA of the 2023-2024 teacher salary scale.

12.11 Poll Workers for Annual Meeting/Budget Vote on May 21, 2024 at a rate of \$142.50 per day

- a. Angela Corbett
- b. Annmarie Rampmaier
- c. Barbara Brigham
- d. Shirley Ferrer
- e. Susanne Kane
- f. Jose Frausto

Motion carried unanimously

A motion was made by Katherine Rossi-Snook, seconded by Karina Montalvo, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel action: 12.10

12.10 Vote Chairperson

- a. Appointment of Kathleen Lynch, President, Board of Education, as the chairperson for the Annual Meeting/Budget Vote on May 21, 2024.

Motion carried; Kathy Lynch recuses

**Program**

A motion was made by Tracy McCarthy, seconded by Katherine Rossi-Snook, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program actions: 13.1 - 13.2

13.1 CSE/504 Recommendation for the 2023-2024 School Year

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

13.2 CSE/504 Recommendation for the 2024-2025 School Year

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

Motion carried unanimously

**Finance**

A motion was made by Katherine Rossi-Snook, seconded by Dawn Hedberg, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Finance actions: 14.1 – 14.3

14.1 Financial Reports

- a. Treasurer's Report – February 2024
- b. Extra Class Report – February 2024
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Claims Audit Report – March 2024
- f. Payroll Audit Report – March 2024

14.2 Budget Transfers & Journal Entries

- a. Accept and approve Budget Transfers and Journal Entries, for the period of March 5, 2024 through April 10, 2024, that in accordance with Board Policy, the Superintendent has approved; as well as the transfers that need specific Board approval.

14.3 Donations & Budgetary Increases

- a. Authorize the Shelter Island School District to accept a donation of \$1000.00 from New York Schools Insurance Reciprocal (NYSIR); and authorize an increase to the budget line of Central Administration Materials & Supplies, A1240.450.00.0000 in the same amount.

Motion carried unanimously

**Business**

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 Business action: 15.1

15.1 2023-2024 Transportation Contract

a. Approve the following transportation contracts between the Board of Education of the Shelter Island Union Free School District and Sunrise Busses Inc., of Greenport, NY, for the 2023-2024 school year; and authorize the Board President and Superintendent to execute said agreements.

1. Off Island Route Our Lady of the Hamptons - \$14,107.10

Motion carried unanimously

**Facility - None**

**Items for Consideration - None**

**Old Business - None**

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

Mr. Todd Gulluscio reported that the Spring season is underway. The district has also opened up the new softball facility, which is exciting. Mr. Gulluscio thanked all of the student athletes that participated in the island wide clean up this past weekend. Coach Miedema and Coach Dunning also participated with the majority of the baseball team, wearing their team hats; and some of the members of the softball and track teams were there as well.

Mr. Gulluscio also reported that our food services consultant was delayed in getting to the district, but we are still working on making that happen. Mr. Gulluscio is also working on a community services event for next year similar to the Summer activities fair. More to follow as it gets further developed.

Mr. Gulluscio and Anthony Rando spoke briefly about "The Dangers of Opioids" series they are working on, with a grant from the town. The services of the police, fire, ambulance and Lions club, can be beneficial in letting the community know what the town has to offer. This would also be beneficial for the students of the school with each group, Elementary/Middle School and the High School having their own informational series. This is expected in the Fall of 2024.

**Assistant Superintendent Report**

Mrs. Jennifer Rylott reported that last week, students in Grades 3 - 8 participated in the ELA computer based testing. It was extremely successful this year with a 93% participation rate and 5 opt outs. Ms. Rylott likes the computer based testing better stating it is less stressful for the students. Math will be given after the Spring break.

Ms. Rylott gave an update on the dual college credits program. To date, 5 of the districts' staff have applied to teach these courses. 2 are confirmed - Mr. Brennan and Ms. Colligan. 3 others are waiting to hear. The advantage is huge for our students going into college.

Ms. Rylott is working on a multi-cultural event to take place June 11th from 4-6 p.m. There will be music, soccer games, and food. More information to follow. She is also looking at a new elementary Math program. 5 programs have been reviewed. Certain grades are piloting the programs. The district uses Ed Reports as a guide to choosing the new program.

**Superintendent's Report**

Dr. Brian Doelger reported on the following.

- The district will be closed next week for Spring break

- Congratulations to John Kaasik and the crew on a great job for his production “Miracle In The Park”. This production was written by John Kaasik. Our students and crew have some amazing talent.
- Dr. Doelger congratulated this year’s Valedictorian Sophie Clark and Salutatorian Leo Dougherty
- PTSA meeting is tomorrow for the executive board only
- Ms Yirce will be out for the remainder of the year and Ms. Northcote will remain with her class
- Ms. Geehreg’s replacement is here and the district is excited to have her
- Dr. Doelger is also very happy for the hire of our Guidance Counselor
- Dr. Doelger congratulated Ms. Rylott for the successful computer testing
- PARP and Pi Day both were a great success. Dr. Doelger is very grateful to the PTSA for all of their involvement with PARP
- The National Junior Honor Society induction ceremony will be following the Board of Education meeting in the auditorium.

### **Board Member Reports**

Ms. Kathy Lynch commented that she watched the dress rehearsal of Miracle In The Park, and choked up at the end. She is amazed at how great our students are. She also congratulated Mr. Todd Gulluscio for receiving the honor of Athletic Director of the Year stating he is on it, always building teams and character.

Ms. Kate Rossi-Snook attended the solar eclipse party and stated it was excellent and a nice community event.

Ms. Tracy McCarthy announced that this year’s PTSA Spring Fling will be held on Saturday, May 4, 2024 at the Community Center. The second graders visited Sylvester Manor and participated as pollinators.

Ms. Dawn Hedberg stated that the senior class had an opportunity to see the play Hamilton and what a great opportunity that is. She is also excited for the multi-cultural night and hopes to see this on a regular basis.

Mr. Anthony Rando reported that the DARE Graduation will be on April 29th. Officer Clark has been working hard with our students.

### **Visitor Comments**

Ms. Janine Mahoney stated that the Job Fair was excellent and the businesses that participated benefitted from the event.

Ms. Leigh Stumme stated that the Solar Eclipse event was awesome and wants to create more events like this.

Ms. Kerri Knipfing commented on the many opportunities Mashomack has. Ms. Cindy Belt will be doing an on property program that will align with the Elementary ELA program on birds.

### **Adjournment**

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

Motion carried unanimously.

The meeting adjourned at 7:00 pm.

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Deborah Vecchio  
Deputy District Clerk



The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday, May 13, 2024, at 6:00 pm in the Conference Room.