

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

**BUDGET/REGULAR
MEETING**
January 16, 2024

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

Members Absent:

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; 22 faculty/staff/ students and community residents

The meeting was called to order at 5:01 p.m. by President Lynch.

Call to Order

Executive Session

A motion was made by Margaret Colligan, seconded by Katherine Rossi-Snook, BE IT RESOLVED THAT: The Board of Education hereby voted to go into an executive session at 5:02 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 6:05 p.m. President Lynch led everyone in the Pledge of Allegiance.

Pledge of
Allegiance

Kathy Lynch 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

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

Budget
Presentation

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 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
- Budgeting Basics
- Budgeting Challenges – One Example of Many
- How Are Salary Costs Calculated?
- Board of Education, District Clerk, Annual Meeting
- Central Administration and Support
- Proposed Budget: Board of Education, Central Administration and Support
- How Are Pension Costs Calculated?
- Pension System Costs
- How Are Health Insurance Costs Calculated?
- Where are Health Insurance Costs Heading?
- Health Insurance Costs
- 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 12, 2024 – Budget Presentation: Facilities, Transportation, Capital
- February 28, 2024 – Budget Presentation – Educational; Tax Levy Limit
- 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

Budget
Presentation
(con't)

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

Visitor Questions (Specific to the Agenda) – None

Visitor Comments

Oath of Office to Student Liaison – None

Oath of Office
Student Liaison

Consent Agenda

A motion was made by Tracy McCarthy, seconded by Anthony Rando, BE IT RESOLVED THAT: The Board hereby approves the following:

Approval of
Minutes

8.1 Approval of Minutes

- a. Regular Meeting of December 11, 2023

Motion carried unanimously

Correspondence –

Correspondence

- a. Ms. Kathleen Lynch acknowledged the letter received from Kyle Karen regarding the Repair Café and the need to get information out there about the Repair Café to get kids interested.

Student Liaison Report – None

Student Liaison
Report

Presentations –

Presentations

NYSPHSAA Sportsmanship Promotion Program Banner

Mr. Tom Combs, Mr. Todd Nelson, and Mr. Pete Blieberg, presented to the Shelter Island School community, 1 of 4 in-state highest sportsmanship awards for an outstanding job in athletics. The Shelter Island School is a 2x winner of this award. Mr. Nelson commented that every time he is here on Shelter Island he is amazed at the hospitality, the coaching staff, and the student athletes; and he mentioned that the BOE and Mr. Gulluscio have done a great job in preaching and practicing what sportsmanship is all about.

Employee of the Month for December 2023

Mr. Gulluscio presented Mr. Jose Montalvo with the honor of being the employee of the month. Mr. Gulluscio stated that Jose goes above and beyond for everyone and is a friend to all. He is very diligent about his work and is a true leader of the night time staff. He is always smiling, interacting positively, and encourages the students.

Presentation
(con't)

Personnel -

A motion was made by Margaret Colligan, 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- 12.4:

Personnel

12.1 Medical Leave of Absence

a. Approve a medical leave of absence for Jacqueline Dunning, District Clerk, to commence on January 3, 2024 through January 23, 2024; with said period credited towards the employee's FMLA leave of absence.

12.2 Deputy District Clerk

a. Appoint Deborah Vecchio as Deputy District Clerk during the period of January 3, 2024 through January 31, 2024 and approve her to be paid a \$1,000.00 stipend for her services.

12.3 Leave Replacement

a. Appoint Stacey Kehl as a Leave Replacement for Jacqueline Dunning, Confidential Secretary to the Superintendent, effective January 3, 2024 through January 23, 2024, at a daily rate of \$190.

12.4 Mentor/Mentee for the 2023-2024 School Year, at a rate of \$1,500 per Shelter Island Faculty Association Contract

a. Kerri Knipfing/Kelsey Northcote (Prorated to \$750)

Motion carried unanimously

Program -

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

Program

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

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

13.2 Second Reading and Adoption of Policy

Program(con't)

a. Policy #0110 – Prohibition Against Sexual Harassment

Before the adoption of the policy, President Lynch asked Dr. Doelger the following:

1. Who are the compliance officers? – Administration (especially Mr. Todd Gulluscio)
2. Who are the investigators? – Superintendent and the District's Law Firm.
3. Who is responsible for the trainings? Dr. Doelger stated that training is provided and completed for staff the day before school starts. This year Dr. Doelger also provided a video that all staff had to watch and sign off on a form. He also stated that students are provided the district's Code of Conduct.

Motion carried unanimously

Finance –

Finance

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

14.1 Financial Reports

- a. Treasurer's Report – November 2023
- b. Extra Class Report – November 2023
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Payroll Audit Report – December 2023

14.2 Budget Transfers and Journal Entries

- a. Accept and approve the Budget Transfers and Journal Entry Reports for the period of December 7, 2023 through January 12, 2024, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

14.3 Corrective Action Plan

- a. Accept the Superintendent's revised Audit Corrective Action Plan from the audit management letter for the period ending June 30, 2023, as required by regulations of the State Education Department Commissioner.

Motion carried unanimously

Business

Business

A motion was made by Margaret Colligan, seconded by Katherine Rossi-Snook, BE IT RESOLVED THAT: The Board of Education hereby approves the following Business Actions: 15.1

15.1 Donation

- a. Authorize the Shelter Island School District to accept a donation of \$2,000 from the Shelter Island Educational Foundation and a donation of \$200.00 from the Shelter Island Lions Club for Hamilton on Broadway 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 \$1,488.55 from the Shelter Island Educational Foundation for NYC Experiential Education at the Museums; and authorize an increase to the budget line of Field Trip Fees, A2110.419.00.0000.

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

Motion carried unanimously

Facility - None

Facility

Items For Consideration -

- a. 2024 – 2025 School District Calendar

Items For Consideration

Ms. Shepherd asked the BOE why does the district take Spring break before or after any other district. Dr. Doelger responded saying that our district follows the BOCES calendar.

A motion was made by Anthony Rando, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby approves the 2024-2025 School District Calendar.

Motion carried unanimously

Old Business – Recording of Board of Education Meetings

Old Business

The Board of Education revisited the possibility of recording the district’s Board of Education meetings so that those who cannot attend in person have an opportunity to watch the meetings at a time that is convenient for them and hear all of the positive things happening at our school.

Dr. Doelger stated to the BOE that there are a lot of privacy laws that would have to be adhered to for every meeting and that it would become labor intensive. It was suggested to remain recording the Budget meetings only. Dr. Doelger will inform the Board if anything changes.

Old
Business(con't)

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

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

Mr. Gulluscio reported on athletics; thanking again Mr. Todd Nelson, Mr. Tom Combs, and Mr. Pete Blieberg from NYSPHSAA for being here tonight to award our students. He also stated that it is a race to the finish up to mid-February for winter sports and a lot of the games will be played at home. All of our teams have been working hard. Varsity Boys Basketball got a huge win on Friday over at Ross. JH Girls Basketball started today and has great numbers.

The dinner outreach event for Spanish speaking families, held on January 3rd, was a great success. The next event for families will be an evening where parents can engage with the different technology used by the district. Also in partnership with CAST, the adult ENL classes have begun. The classes are held on Tuesday evenings from 5:30-7 p.m. and are free. The first class had 19 participants, and the second class had 23 participants.

The Wellness Committee had their first meeting today. Ms. McCarthy spoke to the committee regarding the Chef Ann Foundation program. The committee would like to explore it further.

Mr. Gulluscio would like to host a Summer Activity Fair, much like a College Fair, and invite entities so that parents have an opportunity, well in advance of the summer, as to what activities their child(ren) would like to participate in over the summer months.

Assistant Superintendent Report

Assistant
Superintendent
Report

Ms. Jennifer Rylott presented an analysis on AP and Dual Credit Course Offerings. Topics Ms. Rylott spoke about included:

- Current Course Offerings
- Advanced Placement (AP) vs. Dual Credit Courses
- Costs of AP Exams vs. College Credits
- 2023 - 2024 School Year Statistics
- 2022 – 2023 School Year Statistics
- 2021 – 2022 School Year Statistics

- College Courses
- 2022 – 2023 Dual Credit Course Averages
- 2021 – 2022 Dual Credit Course Averages

Assistant
Superintendent
Report (con't)

Ms. Rylott stated that the district needs to look at increasing the amount of dual credit courses offered, continue to offer AP courses in our district and increase when possible, and consider making AP exams a required part of the course with the district paying for the exams. This would give students more opportunities, take more electives, and finish college sooner.

Ms. McCarthy, BOE member, stated that this presentation was very informative and would like the district to fund the Advanced Placement courses.

Superintendent's Report

Superintendent's
Report

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

- US News and & World Report plaque
- Suffolk County District Attorney's Office Presentation will be done at one of the next two meetings in February
- Dr. Doelger thanked all of the sports teams individually who are part of the NYSPHSAA Award.
- The district is deep in budget mode and progress is made every day.
- Michele Yirce had her baby and her leave replacement, Kelsey, is doing a nice job.
- Dr. Doelger enjoyed the Door Decorating Contest & Ugly Sweater Contest and said both contests were a big hit.
- Dr. Doelger attended a Board of Regents meeting. He is advocating to keep Regents' exams.
- The school calendar is done for the 2024-2025 school year.
- The district's ranking on Niche.com went up.
- A curricular letter will be coming out from Jen Rylott and Dr. Doelger.

Board Member Reports –

Board Member
Reports

Mr. Anthony Rando reported that Back To School Night with the Spanish families was great. He stated they have the same concerns as English speaking families. He is also super excited and shows his support about the new ideas for the school lunch program.

Ms. Tracy McCarthy reported that HMEA (Hampton Music Educators Association) for the middle school was this past weekend. She stated that it is such a positive experience for students. There will be an Art exhibition this upcoming Saturday from 12 – 2 at Guild Hall. Information is posted on Sylvester Manors website.

Board Member
Reports (con't)

Ms. Margaret Colligan reported that Newsday had an article regarding state testing. Both Nassau County and Suffolk County had the lowest opt outs and highest increases in scores.

Ms. Kathy Lynch is also looking forward to working with the committee on the Chef Ann Foundation program idea.

Visitor Questions – None

Visitor Questions

Adjournment

Adjournment

A motion was made by Tracy McCarthy, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby adjourns the meeting.

The meeting adjourned at 7:20 p.m.

Deborah Vecchio
Deputy District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday, February 12, at 6:00 p.m. in the Conference Room.