

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

**REGULAR MEETING
December 12, 2022**

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

Others Present: Dr. Brian Doelger, Superintendent; Jennifer Rylott, Assistant Superintendent; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Julie Lane, Shelter Island Reporter; 1 faculty/staff/student and 0 community residents

Absent: Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness & Personnel; Harrison Weslek, Student Liaison

The virtual meeting was called to order at 6:02 pm by President Colligan, followed by the Pledge of Allegiance.

Karina Montalvo 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 – None

Consent Agenda

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

- a. Approval of Minutes
 - 1. Regular Meeting of November 14, 2022

Motion carried unanimously.

Correspondence

President Colligan acknowledged an email pertaining to the Town’s proposed Septic System Project sent from Friends of Coecles Harbor to the Board of Education.

President Colligan went on to report that along with Dr. Doelger, Ms. Katherine Rossi-Snook, and Michael Dunning, she met with two representatives from Friends of Coecles Harbor – Mr. Jan Sudol and Mr. William Derrough to discuss the school’s possible partnership with the Town’s Septic System Project. President Colligan reported that the meeting went well.

Ms. Tracy McCarthy asked if January was still the school’s deadline for deciding about whether or not to partner with the Town. Dr. Doelger responded that it is still the deadline and explained that the Town is currently getting a SEQRA review which will address any concerns about the environmental impact concerns. If the SEQRA review comes back clean, the school would be willing to partner with the Town.

Presentations - None

Personnel

A motion was made by Kathleen Lynch, seconded by Dawn Hedberg, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 8.1 – 8.3

- 8.1 Medical Leave
 - a. Approve a medical leave of absence for Doreen Clark, Teacher Aide, to commence on January 9, 2023 through on or about February 3, 2023, with said period credited towards the employee’s FMLA leave of absence.

Call to Order

Mission Statement

Visitor Questions

Consent Agenda Minutes

Correspondence

Presentations

Consent Agenda - Personnel

8.2 Additional Substitute Aides for the 2022-2023 School Year at \$95 per day; Pending Fingerprint Clearance (NYS Fingerprint Initiative)

- a. Jonas Kinsey
- b. Ashley Young

8.3 Additional Volunteer Coach for the 2022-2023 School Year

- a. James Theinert – All Levels of Boys & Girls Basketball

Motion carried unanimously.

Referring to the appointment of Jonas Kinsey, Ms. Kathleen Lynch commented that it is always thrilling to see graduates wanting to come back as substitutes. Ms. Lynch also thanked Mr. Theinert, once again, for always stepping up wherever he's needed.

Program

A motion was made by Katherine Rossi-Snook, seconded by Robert Strauss BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program action: 9.1 – 9.2

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

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

9.2 First Reading of Policy

- a. Policy #7110 - Attendance

Motion carried unanimously.

Prior to voting on the first reading of the Attendance Policy, Ms. Kathleen had asked to discuss the attendance. Dr. Doelger explained that the policy brought to the Board of Education this evening includes more interventions. Ms. Lynch pointed out that some students don't have the support at home to help get them to school on time and she noted that anxiety levels in students across the country are higher now than they were prior to COVID. Ms. Lynch asked if there was anything in place for the Social Emotional Team to speak with students to perhaps learn why they're late or offer strategies for getting to school on time. Ms. Jennifer Rylott explained that the policy has been updated to include the Guidance Counselor in the attendance meetings and she then would reach out to the school psychologist and/or social worker with recommendations of which students they should see. Dr. Doelger pointed out another change to the policy, the implementation of morning detentions and noted that this prevents students from losing their after-school activities or lunch periods. Ms. Rylott noted this policy update is very important because New York State Education Department is looking at excessive absences and the district could be placed on a "needs improvement" list if our attendance doesn't improve.

Finance

A motion was made by Kathleen Lynch, seconded by Katherine Rossi-Snook, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on Finance actions: 10.1 – 10.4

10.1 Financial Reports

- a. Appropriations Status Report
- b. Revenue Status Report
- c. Claim Auditor's Report – November 2022
- d. Payroll Audit Report – November 2022

10.2 Journal Entries

- a. Accept and approve the Journal Entry Report for the period of November 9, 2022 through December 6, 2022, that in accordance with Board Policy, the Superintendent has approved.

10.3 DASNY Grant Disbursement

- a. BE IT RESOLVED that the Board of Education of the Shelter Island Union Free School District hereby approves the Grant Disbursement Agreement between the School District and the Dormitory Authority of the State of New York ("DASNY") in connection with the grant in the amount of \$250,000 for the "Various Improvements and Upgrades Throughout the District".

*Consent
Agenda –
Personnel
(continued)*

*Consent
Agenda –
Program*

*Consent
Agenda --
Finance*

BE IT FURTHER RESOLVED that the Board of Education of the Shelter Island Union Free School District hereby authorizes the Board President to execute the necessary documents to effectuate said Grant Disbursement Agreement

*Consent
Agenda –
Finance
(continued)*

10.4 Corrective Action Plan

- a. Accept the Superintendent’s Audit Corrective Action Plan from the audit management letter for the period ending June 30, 2022, as required by regulations of the State Education Department Commissioner.

Motion carried unanimously.

*Consent
Agenda –
Business*

Business

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

11.1 Taping of Budget Workshops

- a. Approval to tape the following six (6) budget related presentations/meetings, at a total cost of \$300.

January 17, 2023	February 13, 2023	April 5, 2023
January 30, 2023	March 13, 2023	May 8, 2023

Motion carried unanimously.

Facility

Facility - None

*Items for
Consideration*

Items for Consideration

Substitute Teacher Pay Increase

Dr. Doelger stated that the substitute rates are currently set as follows and discussed the idea of raising the rates of pay in order to help attract and/or keep more substitutes.

- \$175/day Permanent Substitute
- \$110/day Substitute Teacher (certified or 4-year degree)
- \$95/day Substitute Aide
- \$15/hour Substitute Cafeteria Worker or Substitute Front Desk Monitor

The members of the Board of Education agreed that the rates should be raised. Dr. Doelger will review the rates in other districts and provide a recommendation to the Board of Education.

Extension for Our Lady of the Hamptons Private School Transportation

Dr. Doelger reminded the Board of Education that the parents of the students attending Our Lady of the Hamptons are waiting for a response regarding whether or not the district will continue to extend transportation for the 2023-2024 school year now that there are no longer any students living within the 15-mile limit. Dr. Doelger explained that Education Law allows districts to extend such transportation for 3 years and our district has already extended it for one. After much discussion, the Board came to a unanimous decision that the seven (7) members of the Board of Education shouldn’t decide on this matter when there is enough time for the will of the voters to be heard. Dr. Doelger stated that he will reach out to the parent representative of this group to let her know the Board’s decision.

Old Business

Old Business - None

Assistant Superintendent Report

*Assistant
Superintendent
Report*

Ms. Jennifer Rylott reported that she is finalizing the master schedule for next school year and announced two new electives – Podcasting, and Career Exploration. Ms. Rylott then explained that several years ago, the New York State Education Department announced they would begin rolling out computer-based testing and after years of delay, they have announced that next year all test will be in this new format. In closing, Ms. Rylott shared that this year’s second Mystery Monday was held right before the Thanksgiving break and students had the choice of either viewing a World Cup match or playing in a volleyball tournament. The third Mystery Monday will be held the last Monday before Winter Break.

Superintendent Report

Dr. Brian Doelger reported that eighteen (18) faculty members have signed up to be on the Strategic Planning Committee and he reviewed the long-range goals of the committee – student achievement; supportive learning environment; optimal use of resources; support to staff recruitment, retention, and development; engagement with family and community. As part of strategic planning, surveys were issued to students, parents and faculty asking them various questions in the areas of the long-range goals. Dr. Doelger noted that this same survey was given three (3) and five (5) years ago and the results will reveal the progress the district is making.

In speaking about the holiday season, Dr. Doelger shared that he attended the Chamber of Commerce’s Tree Lighting and the holiday fundraiser held at The Chequit. Dr. Doelger then thanked The Chequit for donating the funds from their event to the Class of 2023 for them to use towards their Senior Class Trip. Dr. Doelger also spoke about the two holiday concerts held at the school and announced that there will be a holiday door decorating contest and ugly sweater contest at the school next week.

Dr. Doelger then spoke about the idea of trimesters for the elementary grade levels. He noted that while other districts have trimesters at this level, it’s been difficult and costly for us to do since our student information system is lined up with our secondary school. Mr. Walter Brigham is looking at ways to work around it and Dr. Doelger is hopeful that elementary trimesters will be in our future.

With the winter upon us, Dr. Doelger reminded everyone that our first snow day will be a traditional snow day and any snow days beyond that will be virtual days of learning.

In closing, Dr. Doelger thanked Ms. Catherine Brigham and Mr. Christopher Conrardy for the work they did to create a beautiful Board Room. (Ms. Brigham painted the lead in to the district’s mission statement – “Engage, Explore, Empower.” and Mr. Conrardy created an engraved wooden sign with the district’s vision statement.)

Board Member Reports

Dawn Hedberg commented that the District’s Facebook page features so many great opportunities that our students have experienced and she encouraged everyone in the community to follow the page.

Tracy McCarthy reported that she has enjoyed the Sylvester Manor curriculum partnership with Christina Lesh of PLC Associates and Shelter Island School teacher, Michele Yirce. Ms. McCarthy stated that Ms. Yirce is so engaged and as a District, we are so lucky to have her. Ms. McCarthy went on to explain the curriculum they’ve created is for the teachings of the Indigenous People of Shelter Island and what happened to them and where did they go.

Katherine Rossi-Snook reported that she was honored to be a Science Fair judge again this year and she was impressed with the projects and interactions with our students. Ms. Rossi-Snook continued her report by stating that the Town Soccer program has come to an end and she is currently looking into ways to ensure it continues.

Student Liaison Report – None

Visitor Comments - None

Adjournment

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

Motion carried unanimously.

The meeting adjourned at 7:00 pm.

Jacqueline Dunning
District Clerk

The next regular meeting of the Board of Education of the Shelter Island Union Free School District is Tuesday January 17, 2023, at 6:00 pm, in the school’s Conference Room.