

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

**BUDGET / REGULAR MEETING  
March 13, 2023**

- Members Present: Kathleen Lynch, Margaret Colligan, Tracy McCarthy, Katherine Rossi-Snook, Dawn Hedberg, 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; 3 faculty/staff/student and 0 community residents
- Absent: Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness & Personnel; Harrison Weslek, Student Liaison

The meeting was called to order at 6:01 pm by President Colligan, followed by 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.

**Budget Presentation**

Dr. Doelger welcomed everyone to the 2023-2024 school budget. Dr. Doelger’s presentation included the following topics.

- Accomplishments
- Budget Formation Process
- District Administration Budget Goals
- What’s New – Recommended Decreases
- 2023-2023 Proposed Expenditure Budget
- 2023-2023 Proposed Revenue Budget
- Budget – Next Steps

Dr. Doelger stated that the District is proud to keep the budget under the 2% cap and noted that it is currently set at 1.83%. Dr. Doelger shared that for a two-year period, the Board of Education had increased the total tax levy by \$217,976; stressing that this is the total for the two years COMBINED. Dr. Doelger then pointed out that based on the parameters of the tax cap law, the Board of Education could have increased taxes an additional \$387,345, but as they value the tax payer and how hard everyone works for their money, they would never ask for a cent more than is necessary to provide an outstanding education for our children.

Dr. Doelger shared that the District is able to maintain fiscal prudence in a time of great inflation and he gave examples of some of the costs that are dramatically increasing in the 2023-2024 budget – our bus company quoted a 24% increase which although is the same cost as this year, it includes one less bus run; health insurance is up 15%; and fuel costs have skyrocketed.

Dr. Doelger explained that with fiscal responsibility, the district is still able to maintain and grow its academic and athletic programs and he gave examples – new soccer team, more intramurals and a new course offering. In order to do this, the Board of Education and Administration look at every dollar spent and they look for ways to cut costs.

In closing, Dr. Doelger reiterated that it is his and the Board of Education’s responsibility to make sure the hard-earned tax dollars of the community are prudently spent and he expressed gratitude for the support the community has given the school and the budget.

At this time, Dr. Doelger opened the floor to questions.

*Call to Order  
and Pledge  
of Allegiance*

*Mission  
Statement*

*Budget  
Presentation*

Board Member Katherine Rossi-Snook asked what RTI stood for. Dr. Doelger explained it stands for Response to Intervention. Next, Ms. Rossi-Snook inquired about the transfer to the Cafeteria. Dr. Doelger explained that the cafeteria runs in a debit every year and no matter how many meals are sold, the sales will never cover the cost of the salaries and such. Dr. Doelger did note that this year the amount being transferred has gone done.

Board Member Kathleen Lynch pointed out that the budget team Dr. Doelger has put together is working very well – the best since she’s been a Board Member.

**Visitor Questions (Specific to the agenda)**

**Consent Agenda**

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

6.1 Approval of Minutes

- a. Regular Meeting of February 13, 2023
- b. Budget Workshop of March 1, 2023

Motion carried unanimously.

**Resignation of Board Member**

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

7.1 Resignation of Board Member

- a. Accept the resignation of Robert Strauss from the position of Board of Education Member, effective March 8, 2023

Motion carried unanimously.

Members of the Board of Education took turns thanking Robert Strauss for his service. In return, Mr. Strauss stated that it had been a privilege and honor to be a member of the Board of Education.

**Correspondence - None**

**Presentations**

Mr. Peter Miedema and Prom Committee Member, Kaitlyn Gulluscio asked the Board of Education for permission to hold Prom 2023 on Saturday, May 20, 2023, at 6:00 pm – 10:00 pm, at Ram’s Head Inn. Ms. Gulluscio noted that tickets will cost \$95 each and the class has enough to cover the cost of Prom and they should break even.

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

9.1 Prom 2023

- a. Approve Prom 2023 to be held on Saturday, May 20, 2023, at 6:00 pm – 10:00 pm, at Ram’s Head Inn

Motion carried unanimously.

**Personnel**

A motion was made by Kathleen Lynch, 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 – 10.6

10.1 Home Instruction

- a. Approve Michelle Corbett for Home Instruction, effective retroactively to March 1, 2023, at a rate of \$72.89 per hour, not to exceed 10 hours.

10.2 Resignations

- a. Accept the resignation of Timothy Bramfeld, Grades 7-12 Science Teacher, effective March 17, 2023.
- b. Accept the resignation of Erin Jordan, School Counselor, effective March 17, 2023.

10.3 Extra Teaching Periods

*Budget Presentation (continued)*

*Visitor Questions*

*Consent Agenda – Minutes*

*Consent Agenda – Resignation of Board Member*

*Correspondence*

*Presentation*

*Consent Agenda - Personnel*

- a. Dan Williams, Science 7-12 Teacher, to teach ten (10) extra periods on a bi-weekly basis retroactive to March 7, 2023 through June 13, 2023, at a rate of \$7,026.16.
- b. Janine Mahoney, Special Education Teacher, to teach ten (10) extra periods on a bi-weekly basis retroactive to March 7, 2023 through June 13, 2023, at a rate of \$8,319.78.
- c. Patricia Goff, Math 7-12 Teacher, to teach five (5) extra periods on a bi-weekly basis retroactive to March 7, 2023 through June 13, 2023, at a rate of \$2,799.36.
- d. Sean Brennan, Social Studies 7-12 Teacher, to teach five (5) extra periods on a bi-weekly basis retroactive to March 7, 2023 through June 13, 2023, at a rate of \$3,137.40.

10.4 Chemistry Teacher

- a. Approve Robert Strauss as Chemistry Teacher for the period of March 14, 2023 through June 13, 2023, at a rate of \$225 per day.

10.5 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, 2023, to June 30, 2024, in accordance with the above-referenced Letter Agreement and General Release.

10.6 Additional Volunteer Assistant Coach for the 2022-2023 School Year

- a. Kevin Barry – Boys & Girls Track

Motion carried unanimously.

**Program**

A motion was made by Kathleen Lynch, 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 – 11.2

11.1 CSE/504 Recommendations for the 2022-2023 School Year

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

11.2 First Reading of New Policy

- a. Policy #7618 – Use of Time Out Room & Physical Restraint (NEW)

Motion carried unanimously.

Before voting on the Program actions, Board Member Kathleen Lynch asked if a time out room already exists in the building. Mrs. Jennifer Rylott replied that it does not exist. Board Member Tracy McCarthy then asked if such a space was needed would it be chosen “on the fly?” Mrs. Rylott explained that the location would be dependent on the nature of the situation. It could be the School Counselor’s office or the School Psychologist’s office. The location would be chosen on a case by case basis and it could be as simple as a quiet spot. President Colligan asked if a time out room would be used as an immediate consequence to an action. Mrs. Rylott stated that the time out room and restraint would only be implemented when other interventions didn’t work and she stressed that only the Committee on Special Education could recommend the use of a time out room and physical restraint. Mrs. Rylott added that this is a state mandated policy and the district is required to have it in place just in case it’s ever needed. Board Member Kathleen Lynch asked if teachers are trained to be able to approach students needing restraint. Mrs. Rylott responded that they are trained and that there will be updated training in the future.

**Finance**

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 Finance actions: 12.1 – 12.4

12.1 Financial Reports

- a. Treasurer’s Report – January 2023
- b. Extra Class Report – January 2023
- c. Appropriations Status Report

- d. Revenue Status Report
- e. Claims Audit Report – January 2023
- f. Claims Audit Report – February 2023
- g. Payroll Audit Report – January 2023
- h. Payroll Audit Report – February 2023

*Consent  
Agenda –  
Finance  
(continued)*

**12.2 Budget Transfers & Journal Entries**

- a. Accept and approve Budget Transfers and Journal Entry Reports for the period of February 8, 2023 through March 6, 2023, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

**12.3 Revised Corrective Action Plan**

- a. Accept the Superintendent’s revised Audit Corrective Action Plan from the audit management letter for the period ending June 30, 2021, as required by regulations of the State Education Department Commissioner. (The revised plan includes anticipated implementation dates.)

**12.4 Donations & Budgetary Increases**

- a. Authorize the Shelter island School District to accept a donation of \$2,000 from the Shelter Island Educational Foundation for the Nutcracker Field Trip; and authorize to increase the budget line of Field Trip Fees, A2110.419.00.0000, in the same amount.
- b. Authorize the Shelter island School District to accept a donation of \$2,000 from the Shelter Island Educational Foundation for the Broadway Field Trip; and authorize to increase the budget line of Field Trip Fees, A2110.419.00.0000, in the same amount.
- c. Authorize the Shelter island School District to accept a donation of \$2,000 from the Shelter Island Educational Foundation for the Music in the Parks Field Trip; and authorize to increase the budget line of Field Trip Fees, A2110.419.00.0000, in the same amount.

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: 13.1

**13.1 Contracts**

- a. Approve the agreement for Joint Municipal Cooperative Bidding (Resolution A) with Eastern Suffolk BOCES for the 2023-2024 school year; and authorize the Board President to execute said agreement.
- b. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Southampton Union Free School District, for student services. The term of said agreement shall be retroactive to September 1, 2022 through June 23, 2023; and authorize the Board President to execute said agreement.
- c. Approve the agreement between the Board of Education of the Shelter Union Free School District and J.C. Broderick & Associates, Inc. of Hauppauge, NY for the initial sampling and analysis of sanitary structures, at a cost of \$8,655.00; and authorize the Board President to execute said agreement.

Motion carried unanimously.

*Consent  
Agenda –  
Facility*

**Facility**

A motion was made by Tracy McCarthy, seconded by Dawn Hedberg, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Facility actions: 14.1

**14.1 Items to Excess**

- a. Alcatel Network Switches (Obsolete) – Shelter Island Barcode #201913, #20190100, #20190082
- b. Florea Violin (Damaged Beyond Repair) – Serial #31210708
- c. Cecilio Cello (Damaged Beyond Repair) – Serial #200054842

Motion carried unanimously.

*Items for  
Consideration*

**Items for Consideration - None**

**Old Business - None**

*Old Business*

## Director of Athletics, Physical Education, Health, Wellness & Personnel Report - None

*Dir. of Athletics, PE,  
Health, Wellness &  
Personnel Report*

### Assistant Superintendent Report

Mrs. Rylott reported that the Elementary teachers have been working on a curriculum audit for literacy with consultant Christina Lesh. As a result of the audit they are looking at two new phonics-based programs and are meeting with the vendors to determine if either one is right for the district. Mrs. Rylott closed her report by stating that she will share more about those vendor-meetings at a future Board of Education meeting.

*Assistant  
Superintendent  
Report*

### Superintendent's Report

Dr. Doelger opened his report by thanking Robert Strauss for being such a great member of the Board of Education and then he reported the following.

*Superintendent's  
Report*

- We are pleased to announce that there is a new course coming next year – Externship. We want to get our students out and working in the community to learn skills. Dr. Doelger congratulated Mr. Jimbo Theinert and his sidekick student Leonardo Dougherty for working so hard on the curriculum for this program.
- Dr. Nizich worked with our video game club on the cybersecurity system that he had presented last year. Thanks again to Mr. Theinert for setting up Dr. Nizich's visit.
- Mrs. Gina Kraus spoke to our students about the dangers of drug and drug addiction. It was very effective and touching. Dr. Doelger publicly thanked Mrs. Kraus.
- Mr. Rohan Murphy also presented to our students. The kids were truly inspired. Many students and parents reached out to say they were moved by Mr. Murphy's story.
- The PTSA meeting this month was well attended. Dr. Doelger noted that since we started presenting the students of the months at the meetings more parents and students are attending and getting involved.
- There were very well received trips to a Broadway Show and to some colleges in the Northeast. The students reported that they had an amazing time.
- The elementary teachers set up an amazing 100<sup>th</sup> day of school. They decorated the hallway so beautifully and had a dance party in the gym at the end of the day.
- This year's musical, "Mamma Mia!" starts on Thursday, March 30<sup>th</sup> and runs through Sunday, April 2<sup>nd</sup>. Dr. Doelger encouraged the public to buy tickets soon as they are selling quickly.

### Board Member Reports

Board Member Tracy McCarthy reported that she attended the 2023 SCMEA Festival and it was amazing. Ms. McCarthy stated that she was thankful that music is such an important part of education at the Shelter Island School and she thanked the music teachers for encouraging the students to participate in such events. Ms. McCarthy also reported that the PTSA is sponsoring the Spring Fling Dance for students in grades 6-8, on Saturday, May 6, 2023, in the Gymnasium. In closing her report, Ms. McCarthy spoke about the kickoff for the 5<sup>th</sup> grade curriculum project between Sylvester Manor and Shelter Island School. She stated that 5<sup>th</sup> grade teacher, Ms. Yirce was instrumental in making this program happen and she thanked the Shelter Island School for being the pilot group.

*Board Member  
Reports*

Board Member Kathleen Lynch thanked Mr. Christopher Conrardy and his Media class for putting together a video about the projected library expansion. Ms. Lynch noted that this video will be used to educate the public on the project so they can be prepared to vote on June 17, 2023.

Board Member Katherine Rossi-Snook stated that she was happy to see on Facebook that the recent college visits were a success and she encouraged the public to follow the Shelter Island Union Free School District Facebook page in order to read about all of the great things happening at the school. As an example of great things, Ms. Rossi-Snook congratulated Cayman Morehead and Michael Kotula on having six of their DNA sequences published in GenBank where scientists around the world will be able to use these sequences for further study. In closing, Ms. Rossi-Snook stated that she and Catherine Brigham are finding their way back to their original school garden vision and will be looking at what they can purchase to help get them on track.

Board President Margaret Colligan stated that the "20 Reasons Why" article written by Sophie Clark in the March 2023 edition of The Inlet was just wonderful. President Colligan gave a shout out to Assistant Superintendent Jennifer Rylott for Mystery Mondays making it into the article.

**Student Liaison Report – None**

**Visitor Comments**

School Nurse Mary Kanarvogel shared with everyone that student Leo Dougherty has been participating in a culinary program at C.A.S.T. in Southold which has taught him how to cook and what it is like to work in the restaurant business from the front of the room to the back of the kitchen. Leo will walk away with a food handler certificate and will be very marketable for restaurant jobs in the future.

**Adjournment**

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

Motion carried unanimously.

The meeting adjourned at 6:50 pm.

---

Jacqueline Dunning  
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Wednesday, April 5, 2023, at 6:00 pm in the Conference Room.

*Student Liaison  
Report*

*Visitor  
Comments*

*Adjournment*