

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

**REGULAR MEETING
February 13, 2023**

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

Others Present: Dr. Brian Doelger, Superintendent; Jennifer Rylott, Assistant Superintendent; Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness & Personnel; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Julie Lane, Shelter Island Reporter; 5 faculty/staff/ student and 3 community resident/other

Absent: Harrison Weslek, Student Liaison

The meeting was called to order at 5:04 pm by President Colligan.

Executive Session

A motion was made by Katherine Ross-Snook, seconded by Robert Strauss, BE IT RESOLVED THAT: The Board of Education hereby voted to go into an executive session at 5:04 pm to discuss the employment of particular individuals in the District.

The members of the Board of Education came out of Executive Session at 6:09 pm. President Colligan led everyone in the Pledge of Allegiance. At this time, President Colligan asked everyone to remain standing for a moment of silence in memory of Christine Lewis; former Board of Education Member, Board of Education President and exemplary community member.

Robert Strauss read the following Shelter Island School Mission Statement – Engage, Explore, Empower:

We want our students to cherish our small Island community while applying 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.

2023-2024 Budget Presentation

Dr. Doelger welcomed everyone to the third presentation to be held in preparation of the 2023-2024 school budget and explained that tonight’s presentation will focus on the facilities and transportation portion of the budget, as well as the revenue budget. Topics presented by Dr. Doelger at this meeting were as follows.

- Accomplishments
- Budget Formation Process
- District Administration Budget Goals
- Operations & Maintenance of Plant
- Proposed Budget – Operations & Maintenance of Plant
- Transportation
- Proposed Budget – Transportation
- Debt Service
- Transfers to Other Funds
- Proposed Budget – Debt Service & Transfers to Other Funds
- State Aid – An Early Look
- State Aid – Governor’s Proposal
- Property Tax Cap – What Does the Law Say?
- Shelter Island UFSD Property Tax Calculations
- Budget as Presented thus Far
- Revenue Budget
- Budget – Next Steps

*Call to Order
and Pledge of
Allegiance*

*Executive
Session*

*Pledge of
Allegiance &
Moment of
Silence*

*Mission
Statement*

*Budget
Presentation*

In closing, Dr. Doelger reviewed the schedule of the dates and topics for the remaining 2023-2024 school budget meetings, and noted that all meetings will begin at 6:00 pm, in the conference room. The schedule is as follows.

- March 1, 2023 – Budget Workshop
- March 13, 2023 – Budget Overview & Adjustments
- April 5, 2023 – Budget Adoption by the Board of Education
- May 8, 2023 – Budget Hearing at Board of Education Meeting
- May 16, 2023 – Budget Vote, 12:00 pm – 9:00 pm, School Gymnasium

*Budget
Presentation
(continued)*

At this time, Dr. Doelger opened the floor to questions of which there were none.

*Visitor
Questions*

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:

*Consent
Agenda –
Minutes*

- a. Approval of Minutes
 1. Budget Presentation/Regular Meeting of January 17, 2023
 2. Budget Meeting of January 30, 2023

Motion carried unanimously.

Correspondence

Correspondence - None

Presentations

Ms. Janine Mahoney presented the 7th Grade Schooner Trip to the members of the Board of Education and asked permission to move forward with the trip.

Presentation

A motion was made by Robert Strauss, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby approves the 7th grade Schooner Trip aboard the Alabama on June 19, 2023 through June 23, 2023.

Motion carried unanimously.

*Consent
Agenda -
Personnel*

Personnel

A motion was made by Katherine Rossi-Snook, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 10.1 – 10.5

- 10.1 Resignation of Personnel
 - a. Keith Brace, Music Teacher, effective June 30, 2023, for the purpose of retirement
 - b. Cheryl Woods, Elementary Teacher, effective June 30, 2023, for the purpose of retirement
 - c. Miguel Mendez, Custodial Worker I, effective February 24, 2023
- 10.2 Additional Schedule C for the 2022-2023 School Year
 - a. Appoint Lindsay Rando, JV Softball Coach, at \$5,256.58
- 10.3 Additional Substitute Teacher for the 2022-2023 School Year
 - a. Maria DiOrio
- 10.4 Guidance Department Consultant
 - a. Approve Edward Casswell, as Guidance Department Consultant for the period of February 28, 2023 through June 30, 2023, at a rate of \$750 per day.
- 10.5 Amend Motion
 - a. Amend the motion of December 12, 2022 from:
Medical Leave

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.

to:

Medical Leave

Approve a medical leave of absence for Doreen Clark, Teacher Aide, to commence on February 21, 2023 through on or about March 21, 2023, with said period credited towards the employee's FMLA leave of absence.

Motion carried unanimously.

At this time, Dr. Doelger introduced and welcomed Edward Casswell, the new Guidance Department Consultant. Mr. Casswell thanked the Board of Education and Administration for welcoming him and stated that he is excited to work with everyone.

Referring to the retirement of Mr. Keith Brace and Mrs. Cheryl Woods, Ms. Kathleen Lynch stated that both teachers are Shelter Island School icons and she wished both of them the best of everything in retirement. Ms. Lynch also wished the best to Miguel Mendez who is moving and therefore resigned from his position at Shelter Island School.

Program

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 Program actions: 11.1 – 11.3

- 11.1 CSE Recommendation for the 2022-2023 School Year
 - a. Committee on Special Education
- 11.2 School Calendar – 2022-2023
 - a. Approval of the Shelter Island District's School Calendar for the 2022-2023 school year
- 11.3 Items to Render Obsolete
 - a. Comprehensive Receptive & Expressive Vocabulary Test, 2nd Edition (outdated)

Motion carried unanimously.

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. Appropriations Status Report
 - b. Revenue Status Report
- 12.2 Extra Class Credit Card
 - a. Approval for the District Treasurer to obtain and utilize a One Card credit card from JP Morgan Chase Bank for the purpose of purchases and travel with only the Extra Class Accounts.
- 12.3 Budget Transfers & Journal Entries
 - a. Accept and approve the Budget Transfers and Journal Entry Reports for the period of January 12, 2023 through February 7, 2023, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.
- 12.4 Tax Cap Calculations
 - a. WHEREAS, on January 17, 2023, the Board of Education of the Shelter Island Union Free School District began the 2023-2024 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

Consent
Agenda –
Personnel
(continued)

Consent
Agenda –
Program

Consent
Agenda -
Finance

WHEREAS, the property tax calculations have been presented to the Board on February 13, 2023 and are as follows:

Prior school year tax levy	\$11,016,571.00
Tax base growth factor	1.0007
Product	\$11,024,282.60
PILOTS in Prior Year	\$63,458.00
Sum	\$11,087,740.60
Capital Tax Levy in Prior Year	\$363,124.15
Difference	\$10,724,616.45
Levy Growth Factor	1.02
Product	\$10,939,108.78
PILOTS in Coming Year	\$63,458.00
Difference	\$10,875,650.78
Tax Levy Limit	\$10,875,650.78
Capital Tax Levy in Coming Year	\$363,124.15
Total Levy 2023-2024	\$11,238,774.93

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 Tracy McCarthy, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Business action: 13.1

13.1 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Family Service League, Incorporated, of Huntington, NY, for student services. The term of said agreement shall be retroactive to July 1, 2022 through June 30, 2023; and authorize the Board President to execute said agreement.

Motion carried unanimously.

Facility - None

Items for Consideration - None

Old Business - None

Director of Athletics, Physical, Health, Wellness & Personnel

Mr. Todd Gulluscio congratulated all of the Varsity Winter teams on their status as New York State Public High School Athletic Association (NYSPHSAA) Scholar Athlete Teams. Mr. Gulluscio also thanked everyone involved with the Winter season for their sportsmanship; noting that many officials expressed their gratitude for how our fans conducted themselves. Mr. Gulluscio announced that the Spring Athletic portal is now open for registration and the High School Spring season will begin on March 13th. In closing, Mr. Gulluscio shared that the student athletes in the

*Consent
Agenda –
Finance
(continued)*

*Consent
Agenda –
Business*

Facility

*Items for
Consideration*

Old Business

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

Desire to Lead program completed their internal appreciation project which focused on the custodial staff of the school. To thank the custodial staff, students prepared a thank you video and held a coffee and donut reception in their honor. At this time, Mr. Gulluscio showed the video the students created.

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

Assistant Superintendent's Report

Mrs. Jennifer Rylott reviewed the professional development given in the month of January – Annual Review Training and iReady Training and stated that some of the teachers will be attending an iReady Conference in March.

*Assistant
Superintendent
Report*

Superintendent's Report

Dr. Doelger reported that he had been meeting with the strategic planning sub committees and almost all have completed their work. As a reminder, Dr. Doelger reviewed the five areas that the 3-5 year strategic plan will cover – Supportive Learning Environment, Student Achievement, Engagement with Family & Community, Support to Staff, Building and Planning. Next, Dr. Doelger thanked Mr. Edward Casswell for joining the Shelter Island School and leading the Guidance Department. With regards to Spirit Week, Dr. Doelger thanked Ms. Adrienne Pitch for putting together a very successful and fun week and he remarked that he had never seen such great participation. Dr. Doelger stated that he attended both the girls and boys basketball team's senior sendoff ceremonies, and he went on to congratulate our senior athletes and their coaches. In closing, Dr. Doelger reminded everyone that the district will be closed for Mid-Winter Break next week and wished everyone a restful week off.

*Superintendent
Report*

Board Member Reports

President Margaret Colligan reported that she, along with fellow Board Members Tracy McCarthy and Karina Montalvo, helped serve dinner at the National Honor Society Induction Ceremony at the Ram's Head Inn. Mrs. Colligan shared a note she received from members of the National Honor Society thanking her for her service.

*Board Member
Reports*

Student Liaison Report – None

*Student Liaison
Report*

Visitor Comments - None

*Visitor
Comments*

Adjournment

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

Adjournment

Motion carried unanimously.

The meeting adjourned at 6:52 pm.


Jacqueline Dunning
District Clerk

The next regular meeting of the Board of Education of the Shelter Island Union Free School District is Monday March 13, 2023, at 6:00 pm, in the Conference Room.