

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

**REGULAR MEETING  
November 18, 2019**

Members Present: Kathleen Lynch, Jason Lones, Linda Eklund, Tracy McCarthy, Margaret Colligan, John Klupka and Katherine Rossi-Snook

Others Present: Dr. Brian Doelger, Superintendent; Jennifer Rylott, Director of Pupil Personnel, Data & Instruction; Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness & Personnel; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Maria Carbajal, Student Liaison; Richard Lomuscio, Shelter Island Reporter; 16 faculty/staff/student and 10 community residents

The meeting was called to order at 6:03 pm by President Lynch, followed by the Pledge of Allegiance which was led by several members of Ms. Knipping's 3<sup>rd</sup> grade class and Ms. Eklund's 4<sup>th</sup> grade class.

Kathleen Lynch 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.

**Visitor Questions – None**

**Consent Agenda**

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

- 5.1 Approval of Minutes
  - a. Regular Meeting of October 15, 2019
  - b. Special Meeting (Library Budget Vote) of October 19, 2019
  - c. Special Meeting of October 29, 2019

Motion carried unanimously.

**Correspondence - None**

**Presentations**

Suffolk County Class D Cross Country Championship Plaque

The boys cross country team presented President Lynch and Superintendent Doelger with their Suffolk County Class D Cross Country Championship plaque. Kal Lewis was also congratulated on his third consecutive time winning the New York State Class D Cross Country Championship.

District Guidance Plan

Ms. Martha Tuthill presented an overview of the newly mandated District Guidance Plan; noting that many of the items now mandated by New York State are things that our small district has been implementing all along.

Septic System Update

Dr. Doelger and Mr. Michael Dunning reviewed their concerns about our outdated septic system and the steps they will take to update it. Dr. Doelger noted that he would like to move forward with the project in order to be proactive in improving our environment and also to avoid an emergency situation. The first step in the process will be to get a Feasibility Report. Dr. Doelger noted that we will need to go out for a bond for the project which will cost somewhere between \$500,000 \$800,000. However, there are many different grants available; including a \$250,000 DASNY Grant from Assemblyman Thiele so Dr. Doelger is hopeful that the majority of the project will be covered by grant monies.

*Call to Order &  
Pledge of  
Allegiance*

*Mission  
Statement*

*Visitor  
Questions*

*Consent Agenda*

*Correspondence*

*Presentations*

Audit Report Year End June 30, 2019

Christopher Angotta from Nawrocki Smith, the District’s auditing firm, reviewed the scope of the June 30, 2019 and reported that no significant deficiencies were found.

A motion was made by Jason Lones, seconded by John Klupka, Sr., BE IT RESOLVED THAT: The Board of Education hereby accepts and approves the audit reports for the fiscal year ending June 30, 2019.

Motion carried unanimously.

Audit Corrective Action Plan

In response to Mr. Angotta’s audit report, Dr. Doelger reviewed the Audit Corrective Action Plan, noting that there were no current year recommendations and that the district is still working towards correcting some of the recommendations from the year prior.

A motion was made by Margaret Colligan, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby accepts the Superintendent’s Audit Corrective Action Plan from the audit management letter for the period ending June 30, 2019, as required by regulations of the State Education Department Commissioner.

Motion carried unanimously.

**Personnel**

A motion was made by Margaret Colligan, seconded by John Klupka, Jr., BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 8.1 – 8.6

8.1 Leave Replacement

- a. Approve Christopher Geehrens as a Leave Replacement for Kerri Knipfing, effective on or about December 2, 2019 through February 21, 2020, at a salary of \$65,275.00, prorated to \$19,582.50, Step 1 MA of the 2019-2020 teacher salary scale.

8.2 Childcare Leave of Absence

- a. Approve a contractual paid childcare leave of absence for James Theinert, 7-12 Math Teacher, to commence on or about January 17, 2020 through on or about February 14, 2020; with said period credited towards the employee’s FMLA leave of absence.

8.3 Additional Substitute Teacher for the 2019-2020 School Year at a rate of \$110/day (certified or 4-year degree)

- a. Andre Oraseanu

8.4 Additional Volunteer Assistant Coach for the 2019-2020 School Year

- a. Michael Mundy – All Levels of Boys Basketball

8.5 Lead Evaluators of Teachers and Principals for the 2019-2020 School Year

- a. BE IT RESOLVED, that Brian Doelger and Allan Gerstenlauer are hereby certified as a Qualified Lead Evaluator of teachers and building principals, by successfully demonstrating the skills prescribed in 8 NYCRR §30-2.9(b), including:
  - 1. The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
  - 2. Evidence-based observation techniques that are grounded in research;
  - 3. Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
  - 4. Application and use of the state-approved principal rubric selected by the Shelter Island Union Free School District for use in the evaluations of teachers and building principals, including training on the effective application of such rubrics to observe a teacher’s and building principal’s practice;
  - 5. Application and use of the assessment tools that the Shelter Island Union Free School District utilizes to evaluate its teachers and building principals;

6. Application and use of the state-approved locally selected measures of student achievement used by Shelter Island Union Free School District to evaluate its principals;
7. The scoring methodology utilized by the State Education Department and Shelter Island Union Free School District to evaluate teachers and building principals under 8 NYCRR Subpart 30-2, including:
  - a. How scores are generated for each subcomponent and the composite effectiveness score of teachers and building principals, and
  - b. Application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of teachers and principals and their subcomponent ratings; and
  - c. Specific considerations in evaluating teachers and building principals of English language learners and students with disabilities.

#### 8.6 Amend Motions

- a. Amend the motion of October 15, 2019 from:

Appoint Marina Katolis as Permanent Substitute Teacher, not to exceed 4 days per week, at a rate of \$175 per day, and grant four (4) sick days, effective September 3, 2019 – June 26, 2020

to:

Appoint Marina Katolis as Permanent Substitute Teacher, not to exceed 4 days per week, at a rate of \$175 per day, and grant four (4) sick days, effective **November 4, 2019** – June 26, 2020

- b. Amend the motion of October 15, 2019 from:

Appoint Allan Gerstenlauer as mentor to the Superintendent, at a rate of \$400 per day, one day per week, effective August 12, 2019 through June 30, 2020, not to exceed forty-seven (47) days.

to:

Appoint Allan Gerstenlauer as mentor to the Superintendent, at a rate of \$400 per **meeting**, one day per week, effective August 12, 2019 through June 30, 2020, not to exceed forty-seven (47) **meetings**.

- c. Amend the motion of August 12, 2019 from:

BE IT RESOLVED THAT: The Board of Education hereby approves Lauren Farkas, as Music Teacher effective September 1, 2019, at \$65,275, Step 1 MA of the 2019-2020 teacher salary scale with a four (4) year probationary period through September 1, 2023, in the tenure area of Elementary Education K-6.

BE IT FURTHER RESOLVED THAT: Ms. Farkas must receive three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of her probationary appointment to be granted or considered for tenure.

to:

BE IT RESOLVED THAT: The Board of Education hereby approves Lauren Farkas, as Music Teacher effective September 1, 2019, at \$65,275, Step 1 MA of the 2019-2020 teacher salary scale with a four (4) year probationary period through September 1, 2023, in the tenure area of **Music K-12**.

BE IT FURTHER RESOLVED THAT: Ms. Farkas must receive three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of her probationary appointment to be granted or considered for tenure.

Motion carried unanimously.

At this time, Christopher Geehreng thanked the Board of Education and Administration for giving him the opportunity to be the third grade leave replacement. Mr. Geehreng stated that he is very excited to begin working with the class.

#### **Program**

A motion was made by Linda Eklund, seconded by Margaret Colligan BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program action: 9.1 – 9.4

- 9.1 CSE and CPSE Recommendations for the 2019-2020 School Year
  - a. Committee on Special Education
  - b. Committee on Preschool Special Education
  
- 9.2 Policy Update – First Reading
  - a. Policy #0110 – Prohibition Against Sexual Harassment (replaces Policy #7551 – Sexual Harassment of Students and Policy #6121 – Sexual Harassment in the Workplace)
  
- 9.3 Rural/Single Building District Independent Evaluator Hardship Waiver
  - a. WHEREAS, the Shelter Island Union Free School District has an approved Annual Professional Performance Review (“APPR”) Plan in place, effective for the 2019-2020 school year;  
  
WHEREAS, the District seeks to submit a Rural/Single Building District Independent Evaluator Hardship Waiver application to the State Education Department since compliance with the independent evaluator requirement would create an undue burden on the District;  
  
NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby approves the submission of the Rural/Single Building District Independent Evaluator Hardship Waiver application to the State Education Department;  
  
BE IT FURTHER RESOLVED, that the Board hereby authorizes the Superintendent of to execute such application on behalf of the District.
  
- 9.4 2019-2020 Budget Calendar
  - a. Approve the 2019-2020 Budget Calendar

Motion carried unanimously.

**Finance**

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 Finance actions: 10.1 – 10.2

- 10.1 Financial Reports
  - a. Treasurer’s Report – September 2019
  - b. Extra Class Report – September 2019
  - c. Appropriations Status Report
  - d. Revenue Status Report
  - e. Claims Audit Report – October 2019
  - f. Payroll Audit Report – October 2019
  
- 10.2 Budget Transfers
  - a. Accept and approve Budget Transfer & Journal Entry Reports for the period of October 1, 2019 through November 4, 2019, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

Motion carried unanimously.

**Business**

A motion was made by Linda Eklund, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Business actions: 11.1 – 11.2

- 11.1 Contracts
  - a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and A+ Technology & Security Solutions, Incorporated of Bay Shore, NY, in the amount of \$3,480, for camera & VMS extended maintenance from October 1, 2019 through September 30, 2020; 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 Hampton Jitney of Calverton, NY, in the amount of \$1,400.00, for the Opera Field Trip transportation; and authorize the Board President to execute said agreement.

11.2 Membership for New York State School Boards Association (NYSSBA)

- a. Approve the 2020 membership for the New York State Boards Association, at a cost of \$4,554.00

Motion carried unanimously.

*Consent  
Agenda  
Business  
(continued)*

**Facility**

A motion was made by Linda Eklund, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Facility action: 12.1

12.1 Excessing of Equipment (obsolete)

- a. 3 – Dell Latitude Servers (hard drives and useful parts removed) Shelter Island Serials #20090685, #20080694, #20090051

Motion carried unanimously.

*Consent  
Agenda Facility*

**Items for Consideration – None**

**Old Business - None**

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

Athletics Report

Mr. Gulluscio reported that on November 13, 2019, Assemblyman Thiele presented the student body with a School of Distinction Proclamation. Mr. Gulluscio read aloud the proclamation. Mr. Gulluscio also reported that later that same day, Kal Lewis signed his official letter of intent with University of Iowa. In closing, Mr. Gulluscio stated that eleven (11) students have signed up for dual participation this season.

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

**Director of Pupil Personnel, Data & Instruction Report - None**

**Superintendent's Report**

Superintendent's Conference Day

Dr. Doelger reviewed the agenda from Superintendent's Conference Day and noted that the day began at the Historical Society and for the new teachers, ended at Sylvester Manor. Dr. Doelger reported that it was busy day filled with various workshops and meetings and overall was a success.

Academic Committee

Dr. Doelger stated that the Academic Committee has met four times so far this year and will continue to meet every two weeks. The committee is working on determining what our values are as a school and establishing an identity as a school.

Book Talk

Dr. Doelger reported that the first book talk of the school year took place and was very attended. The book everyone is reading is How To Talk So Kids Can Learn, by Adele Faber & Elaine Mazlish. Many teachers reported that the strategies in the book actually worked when they used them with their students.

National Honor Society Cardboard Camp Out

Dr. Doelger thanked Janine Mahoney for putting together and chaperoning the 10<sup>th</sup> annual National Honor Society Cardboard Campout held on Monday, November 4, 2019 at 6:00 pm – Tuesday, November 5, 2019 at 6:00 am. Dr. Doelger stated that the students were all very well behaved and had a terrific time while raising money for Habitat for Humanity.

**Board Member Reports**

Kathleen Lynch thanked the Historical Society for hosting Superintendent's Conference Day and for hosting the upcoming Board of Education Retreat.

Jason Lones reported that he attended a Buildings & Grounds meeting where Michael Dunning reviewed the DASNY projects nearing completion and discussed future projects.

*Superintendent  
Report*

Linda Eklund noted that she is still waiting for the Joint Professional Practice Committee to meet.

Tracy McCarthy reported that the Policy Committee has met via Google drive and there will be more policy updates on the December agenda. Ms. McCarthy inquired about whether or not the Shared Decision Making committee has met this year. Dr. Doelger stated that the committee has not met yet and that he needs to review the plan to determine which specific member seats need to be filled for this year.

Margaret Colligan noted that she too is on the Policy Committee and met via Google drive. Ms. Colligan thanked Janine Mahoney, National Honor Society (NHS) Advisor for bringing the NHS students to the Veterans Day ceremony and then taking them to clean up the yard for some senior citizens on the Island. Ms. Colligan also thanked Ms. Lynne Colligan, English teacher for taking our students to see, "Raisin in the Sun" at Baystreet Theatre. In closing, Ms. Colligan reminded everyone that the Shelter Island Educational Foundation Grants Celebration will be held on Sunday, November 24, 2019, at 2:00 pm, at the Shelter Island Public Library.

At this time, Dr. Doelger thanked Ms. Lauren Farkas, Music teacher for bringing our choral students to the Veterans Day ceremony to sing the National Anthem.

John Klupka reported that he too attended the Buildings & Grounds meeting and noted that he has asked Michael Dunning, Facilities Manager to develop a 3- or 5-year capital plan for the district. Mr. Dunning was in the audience and stated that he is preparing to develop a 5-year capital plan.

Katherine Rossi-Snook reported that she attended a Wellness Committee meeting. Ms. Rossi-Snook noted that she is excited to invigorate the edible school garden along with Kim Porter, parent in the district. Ms. Rossi-Snook also noted that there are small grants available for these types of gardens and she is going to look into one from Slow Food East End.

### **Student Liaison Report**

Maria Carbajal reported on the following items.

- The Student Council Executive Board have begun meeting on a weekly basis and meeting with Dr. Doelger regularly.
- Members of the Council are looking into healthy snack vending machines for the Council to run in order to provide snacks to students who participate in athletics, in the play, or any after school activities.
- The Student Council would like to create a student lounge. (Ms. Carbajal noted that this is the most important project to her and she is going to work very hard to find a space for the lounge.)
- Ms. Carbajal and two other students attended the "Erase Racism" Leadership Workshop.
- Other members of the Council attended the League of Women Voters Workshop teaching students how to register others to vote.
- The annual Student Council Halloween Event, Anything Goes for grades 8-12, was held on October 31, 2019 and everyone enjoyed the activities. Ms. Carbajal thanked the judges – Dr. Doelger, Mrs. Dunning, Mr. Brigham, Ms. Leever and Mr. Theinert. Ms. Carbajal also thanked the PTSA for hosting a Halloween party for grades 6 – 7 so these secondary students also had something to do while Anything Goes was taking place.
- The annual Student Council Holiday Event, Reindeer Games, will be held on December 20, 2019, during periods 8-9.
- The 3<sup>rd</sup> annual Winter Dance is scheduled for January 11, 2019 which wraps up Spirit Week. Ms. Carbajal then noted the themes for Spirit Week – January 6<sup>th</sup>: PJ Day, January 7<sup>th</sup>: Twin Day, January 8<sup>th</sup>: students will vote on the theme, January 9<sup>th</sup>: Throwback Thursday, January 10<sup>th</sup>: Blue & Gray Day.

### **Visitor Comments**

Ms. Lynne Colligan, English teacher asked if the district could purchase task lighting to install in the Auditorium. Ms. Colligan noted that this space is under-utilized and the task lighting would allow for it to be used for meetings and testing accommodations. Mr. Michael Dunning, Facilities Manager was in the audience and stated that he would look into the task lighting.

Katherine Rossi-Snook inquired if the tennis courts belong to the school or do they belong to the Town. Mr. Dunning stated that they belong to the school, but the Town uses them as part of the FIT Center agreement. Mr.

Dunning also noted that the school only uses them for Tennis Club. Ms. Rossi-Snook asked if the Town will be contributing to the cost to repair the courts. Mr. Dunning replied that they will not be contributing.

Ms. Michelle Corbett, Student Council Advisor elaborated on some of the events Ms. Carbajal, student liaison had reported earlier. Ms. Corbett stated that the Student Council would like to invite neighboring school districts to the Winter Dance and that the other schools would bring their own chaperones to our location. Ms. Corbett also mentioned that she chaperoned the trips to Erase Racism and League of Women Voters Workshop and our students stood out above the rest. Ms. Corbett noted that any time a public presentation had to be made, our students were always the ones who represented their teams. In closing, Ms. Corbett explained that beginning January 1, 2020 anyone age 16 or older can register to vote – not vote, but to register.

Mr. Michael Dunning, Facilities Manager thanked Brian Kast and Walter Richards for sprucing up our ballfields – a perk for hosting the Shelter Island Bucks Collegiate Team on our fields. Mr. Dunning also thanked Fr. Peter DeSanctis for his recent donation of room dividers.

Mr. Richard Lomuscio, Reporter, asked what the current enrollment is for the district. Dr. Doelger responded that the PK-12 enrollment is 206. Mr. Lomuscio asked for the total enrollment for just K-12, which Dr. Doelger responded was 196.

**Executive Session**

A motion was made by Jason Lones, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 7:22 pm, to discuss the employment of particular individuals in the District pursuant to Section 105(e).

*Executive  
Session*

**Adjournment**

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

Motion carried unanimously.

*Adjournment*

The meeting adjourned at 8:23 pm.

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Jacqueline Dunning  
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday December 9, 2019, at 6:00 pm, in the Conference Room.