

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

REGULAR MEETING
August 12, 2019

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

Others Present: Brian Doelger, Superintendent; Jennifer Rylott, Academic Administrator; Todd Gulluscio Director of Athletics, Physical Education, Health, Wellness & Personnel; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Julie Lane, Shelter Island Reporter; 12 faculty/staff/student and 5 community residents

The meeting was called to order at 5:57 pm by President Lynch, followed by the Pledge of Allegiance.

Brian Doelger 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.

The Oath of Office was administered by President Lynch to Brian Doelger, Superintendent.

Visitor Questions – None

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

- a. Approval of Minutes
 - 1. Re-Organizational / Regular Meeting of July 8, 2019
 - 2. Special Meeting of July 16, 2019

Motion carried unanimously.

Correspondence - None

Presentations

2020 Shelter Island Public Library Vote

Ms. Terry Lucas of the Shelter Island Public Library, kindly requested a special district meeting of the voters of the district to be held on Saturday, October 19, 2019, from 10:00 am to 4:00 pm, for the Shelter Island Public Library’s 2020 operating budget.

A motion was made by Jason Lones, seconded by Margaret Colligan, BE IT RESOLVED THAT: A special meeting of the voters of the school district be scheduled for Saturday, October 19, 2019, pursuant to the request of the Board of Trustees of the Shelter Island Public Library, for the purpose of voting on the library’s 2020 operating budget and that the District Clerk be and hereby is directed to take all such steps as are necessary to conduct said special meeting.

Motion carried unanimously

2019-2020 Physical Education Field Trip Proposal

Mr. Becker presented the 2019-2020 Physical Education Field Trips which included the annual 7th Grade Bike Trip in the Fall, 6th Grade Kayak Trip for late Spring, 7th Grade Schooner Trip in June, and a combined 6th and 7th grade trip to Adventure Park in late Spring. Mr. Becker explained he would like to combine the 6th and 7th grade for the Adventure Park trip to reinforce the team building aspect from one year to the next. Mr. Becker noted that the district has already budgeted the cost of transportation for this trip and adding another grade to the bus does not increase the cost. Ms. Lynch thanked Mr. Becker for his presentation and explained that the Board will vote on these trips at the September 16, 2019 Board of Education meeting.

Call to Order

Pledge of Allegiance

Mission Statement

Visitor Questions

Consent Agenda

Correspondence

Presentations

Advanced Waste Water System

Mr. John Cronin, Shelter Island Town Engineer discussed the issue of nitrates in the center of town and presented a collective approach as to how to correct the issue. Mr. Cronin’s strategy begins with all entities (Shelter Island Town, Shelter Island School, Shelter Island Fire Department and Shelter Island Public Library) agreeing in principle to address the wastewater problem jointly.

President Lynch inquired about the New York State Grant application submitted by Mr. Cronin and asked how much the grant would cover. Mr. Cronin replied that the grant would be for a maximum of \$30,000. Ms. Lynch asked what the cost of the Engineering Report would be and Mr. Cronin stated that he wouldn’t be surprised if it would cost \$80,000. Out of concern, Ms. Lynch asked what obligation the district is under now that the grant application has been submitted. Mr. Cronin stated that the district has only made a commitment to move in the right direction to find a solution to the waste water issue and has not made a commitment to build the proposed system. Mr. Cronin encouraged the district to continue to research other options.

Personnel

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 Personnel action: 9.1

9.1 New Hire

- a. BE IT RESOLVED THAT: The Board of Education hereby approves Claire Read, as Elementary Teacher effective September 1, 2019, at \$67,842, Step 1 MA +15 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. Read 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.

Ms. Read thanked the Board of Education Trustees and the administration for the opportunity to work at Shelter Island School. Ms. Read stated that she is looking forward to giving back to the community that gave her so much when she was growing up.

A motion was made by Jason Lones, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel action: 9.2

9.2 New Hire

- a. 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.

Motion carried unanimously.

Ms. Farkas thanked the Board of Education Trustees and stated that she is excited and ready to bring her expertise to the students of the district.

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 Personnel action: 9.3

9.3 New Hire

- a. BE IT RESOLVED THAT: The Board of Education hereby approves Timothy McElroy, as Teacher Assistant effective September 1, 2019, at \$42,210, Step 1 MA +15 of the 2019-2020 teacher

assistant 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: Mr. McElroy 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 his probationary appointment to be granted or considered for tenure.

Motion carried unanimously.

Note: Mr. McElroy was not present at this meeting.

A motion was made by Linda Eklund, seconded by Katherine Rossi-Snook, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel action: 9.4

9.4 New Hire

a. BE IT RESOLVED THAT: The Board of Education hereby approves Maggie Manarel, as Literacy 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 Literacy Education K-6.

BE IT FURTHER RESOLVED THAT: Ms. Manarel 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.

Ms. Manarel thanked the Shelter Island Board of Education Trustees and the administration for this opportunity and stated that she is looking forward to working with the students, families and faculty.

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 Personnel actions: 9.5 – 9.17

9.5 Permanent Substitutes for the 2019-2020 School Year

- a. Appoint Jasmine Bielic-Frasco, as Permanent Substitute Teacher, at a rate of \$175 per day, and grant five (5) sick days, effective September 3, 2019 – June 26, 2020
- b. Appoint Chris Geehring, 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
- c. Appoint Karen Flint 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

9.6 Resignation of Personnel

- a. Deanna Locascio, Music Teacher, effective August 31, 2019
- b. Jessica Nardi, Elementary Teacher, effective August 29, 2019

9.7 Non-Aligned Personnel Employment Agreements

- a. BE IT RESOLVED THAT: The Board of Education hereby approves the annexed agreements between the Shelter Island School District and non-aligned personnel; and

BE IT FURTHER RESOLVED THAT: The Board of Education hereby authorizes the Board President to execute said agreements.

9.8 Memorandum of Agreement

- a. Approve the Memorandum of Agreement (MOA) between the Shelter Island Faculty Association and the Shelter Island School District, granting an additional preparation period to the English Language Learners Translator; and authorize the Board President to execute said agreement.

9.9 Extra Compensation

- a. Approve the following teachers for professional development, for the period of August 19, 2019 through August 30, 2019, at their individual hourly rates, not to exceed 12 hours per person.

1. Janine Mahoney
2. Michelle Corbett
3. Debra Sears
4. Michelle Weir
5. Jennifer Gulluscio
6. Mia DiOrio
7. Danielle Spears
8. Maggie Manarel

b. Approve the following teachers for Curriculum Planning for the Elementary Bookroom, retroactively for the period of August 1, 2019 through August 30, 2019, at a rate of \$45/hour, not to exceed 10 hours per person.

1. Jennifer Gulluscio
2. Kerri Knipfing
3. Michelle Weir
4. Cheryl Woods

9.10 CPR Training

a. Approve Mary Kanarvogel to provide Adult, Child, Infant CPR/AED Certification, Healthcare Provider and First Aid Training for the 2019-2020 school year, with compensation as follows.

- Adult, Child, Infant CPR/AED Certification at \$40 per coach/employee
- Healthcare Provider and First Aid Training at \$57 per person

9.11 Substitute Teachers for the 2019-2020 School Year at \$110 per day (certified or 4-year degree)

- a. Danielle Ferrer-Lava
- b. Elizabeth Buel
- c. Jenifer Corwin
- d. Christopher DiOrio
- e. Frank Emmett
- f. Nicole Gorman
- g. Sara Grammatica
- h. Thomas Hashagen
- i. Susan Kaufman
- j. Lillian Klupka
- k. Lee Yuen Lew
- l. Marion McEnroe
- m. Kelci McIntosh
- n. Richard Osmer, Jr.

9.12 Substitute Nurse for the 2019-2020 School Year at \$110 per day (RN)

- a. Danielle Ferrer-Lava
- b. Kathleen Renault

9.13 Substitute Aides for the 2019-2020 School Year at \$95 per day

- a. Libby Lisanckie
- b. Mary Boeklen

9.14 Substitute Monitor for the 2019-2020 School Year at \$12 per hour

- a. Libby Lisanckie
- b. Mary Boeklen

9.15 Substitute Cafeteria Worker for the 2019-2020 School Year at \$12 per hour

- a. Mary Boeklen
- b. Marion McEnroe

9.16 Detention Monitors for the 2019-2020 School Year at \$60/period

- a. Helene Starzee

- 9.17 Athletic Chaperones for the 2019-2020 School Year (one game per night at \$101.79, two games per night at \$156.22, Clock Keeper at Chaperone Rate plus \$10)
a. Peter Miedema

Motion carried unanimously

Consent
Agenda
Personnel
(continued)

At this time, Mr. Chris Geehreg, the newly appointed Permanent Substitute thanked the Board of Education Trustees for the opportunity and stated that he is looking forward to doing anything that needs to be done on a daily basis.

Consent
Agenda
Program

Program

A motion was made by Tracy McCarthy, seconded by Linda Eklund, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program action: 10.1

- 10.1 Multi-Year Annual Professional Performance Review ("APPR") Plan
a. WHEREAS, the District has an approved Annual Professional Performance Review ("APPR") Plan in place, effective for the 2018-2019 to 2019-2020 school years; and

WHEREAS, the State Education Department requires that the District submit an Implementation Certification Form by August 23, 2019 regarding the status of its APPR Plan for the 2018-2019 school year;

NOW THEREFORE BE IT RESOLVED, that the Board of Education hereby authorizes the President of the Board of Education and the Superintendent of Schools to execute the Implementation Certification Form required by the State Education Department for the District's 2018-2019 APPR Plan, which form shall certify that the District's approved multi-year plan remains in effect for the 2019-2020 school year; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Superintendent of Schools or his/her designee to submit this form to the State Education Department.

Motion carried unanimously.

Consent
Agenda Finance

Finance

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

- 11.1 Financial Reports
a. Treasurer's Report – June 2019
b. Extra Class Report – June 2019
c. Appropriations Status Report
d. Revenue Status Report
e. Claim Auditor's Report – June 2019
f. Payroll Audit Report – June 2019
g. Claim Auditor's Report – July 2019
h. Payroll Audit Report – July 2019
- 11.2 Budget Transfers and Journal Entries
a. Accept and approve Budget Transfer Reports and Journal Entries for the period of July 1, 2019 through August 2, 2019, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

Motion carried unanimously.

Consent
Agenda
Business

Business

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 Business actions: 12.1 – 12.4

- 12.1 Contracts
a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Mattituck-Cutchoque Union Free School District, for student services. The term of

said agreement shall be retroactive to July 1, 2019 through June 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 C-BIZ Valuation Group, LLC of Lawrenceville, NJ, for property valuation services, including an electronic annual update service option, in the amount of \$1,100.00, for the 2019-2020 school year; and authorize the Board President to execute said agreement.
- c. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Tele-Verse Communications of Holtsville, NY, for maintenance of the phone system in the amount of \$3,244.00. The term of said agreement shall be retroactive to July 1, 2019 through June 30, 2020; and authorize the Board President to execute said agreement.
- d. Approve the agreement between the Board of Education of the Shelter Island School Union Free District and June Hamilton of Center Moriches, NY for special education professional development. The term of said agreement shall be retroactive to July 1, 2019 through June 30, 2020; and authorize the Board President to execute said agreement.

12.2 NYS COSS Fall Leadership Summit

- a. Approve Dr. Brian Doelger, Superintendent to attend the New York State Council of School Superintendents Fall Leadership Summit, September 21, 2019 through September 24, 2019, at the Saratoga Hilton & Saratoga Springs City Center, Saratoga Springs, NY. Conference expenses to be paid in accordance with Board Policy.

12.3 Awarding Bid #2019-20-01C

- a. J. King Food Service Professionals, Incorporated, Holtsville, NY
- b. Mivila Foods of New York, Calverton, NY

12.4 Additional Private School Transportation

- a. Approval to transport one additional student to Our Lady of the Hamptons Regional Catholic School, Southampton, NY for the 2019-2020 school year.
- b. Approval to transport two additional students to Hayground School, Bridgehampton, NY for the 2019-2020 school year.

Motion carried unanimously.

Consent
Agenda
Business
(continued)

Consent
Agenda Facility

Facility

A motion was made by Margaret Colligan, seconded by Jason Lones, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Facility actions: 13.1

13.1 Excessing Equipment

- a. HP Stream Windows Laptop – Serial #20190028 (damaged and replaced under warranty)
- b. HP Stream Windows Laptop – Serial #20190027 (damaged and replaced under warranty)
- c. HP Stream Windows Laptop – Serial #20190026 (damaged and replaced under warranty)
- d. HP Stream Windows Laptop – Serial #20190029 (damaged and replaced under warranty)
- e. Three (3) Non Projector Boards – Serial #20090158, #20090084 and #20090700 (obsolete)
- f. Projector – Serial #2009697 (repair exceeds replacement cost)

Motion carried unanimously.

Items for
Consideration

Items for Consideration

The Board Trustees discussed the various Committees for 2019-2020 School Year and will submit their choices to the District Clerk. Linda Eklund questioned why the Academic Committee was removed from the list. Jacqueline Dunning, District Clerk explained that it was removed last year at the request of the Board of Education Trustees and a Transportation Committee was added in its place. Ms. Dunning further explained that the rationale for removing the committee was that this is a committee that meets on an "as needed" basis so when a topic arose that required a meeting, the Clerk would then poll the Board Trustees to find out who was interested to meet on the specific topic or who was available. Ms. Eklund requested that the Academic Committee be added back to the list and several other trustees agreed that they would like to have such a committee.

Old Business – None

Old Business

School District Business Leader Report - None

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

Director of Pupil Personnel, Data and Instruction Report - None

Superintendent's Report

Dr. Doelger took this opportunity to welcome all of the newly hired teachers, stating that being a great teacher is difficult so he will always give tremendous support to makes sure they all shine.

Dr. Doelger thanked the Board of Education Trustees for giving him the opportunity to be the Superintendent of Shelter Island School and explained that he knows this school is very special and he plans to guard it and make it a great school.

Dr. Doelger announced that he will be hosting a Meet & Greet on August 22, 2019, at 6:00 pm, in the Auditorium. He stated that he is excited to meet students, parents, faculty and community members. For anyone who is unable to attend the Meet & Greet, Dr. Doelger will hold open office hours on August 27, 2019, from 9:00 am – 11:00 am.

Dr. Doelger stated that the school building is in great shape and he read a facility update from Michael Dunning, Facilities Manager who was unable to attend the meeting.

Dr. Doelger reported that prior to the new school year beginning, he will be holding a New Teacher Institute for all of the district's new hires.

Dr. Doelger shared that his first couple of weeks in the building have been terrific. He thanked Jacqueline Dunning, District Clerk for welcoming him and making his transition so smooth. He also thanked the Board of Education for giving him the gift of Dr. Allan Gerstenlauer as his mentor and then he thanked Dr. Gerstenlauer for all of the guidance he has already given him.

In closing, Dr. Doelger stated that Shelter Island School is one of the best districts on Long Island and he truly believes we can be THE best district on Long Island.

Board Member Reports

John Klupka stated he is very excited to begin the new school year with the new Superintendent; noting that there will be a learning curve this first year.

Margaret Colligan welcomed Brian Doelger and the new teachers who were in the audience. Ms. Colligan stated that she is looking forward to a wonderful year.

Tracy McCarthy welcomed Brian Doelger and the new teachers in the audience and stated that as both a board member and a parent, she is very excited for the new school year.

Kathleen Lynch also welcomed everyone, shared her excitement for the new school year and thanked Dr. Allan Gerstenlauer for stepping in as Interim Superintendent and for continuing to work with Brian Doelger as his mentor.

Jason Lones welcomed the new teachers and reminded everyone to enjoy the last days of summer.

Linda Eklund stated that she anticipates this school year will be an exciting one. In response to Mr. Klupka's earlier remark about there being a learning curve the first year, Ms. Eklund noted that the curve is different for Dr. Doelger. He already knows everyone and has the full support of the faculty and the Board of Education. Ms. Eklund encouraged Brian Doelger to grab the enthusiasm and take this place and fly. In closing, Ms. Eklund stated that anything Dr. Doelger needs, he has the full support of the Board of Education.

Katherine Rossi-Snook stated that she is amped for September.

Visitor Comments - None

Executive Session

*Consent
Agenda
Business
(continued)*

*Superintendent
Report*

*Board Member
Reports*

*Visitor
Comments*

*Executive
Session*

A motion was by made by Linda Ekund, seconded by John Klupka, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 6:56 pm to discuss the employment of particular individuals, pursuant to Section 105(f) of the Public Officers Law.

*Executive
Session
(continued)*

Motion carried unanimously.

Adjournment

Adjournment

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

Motion carried unanimously.

The meeting adjourned at 8:20 pm.

Jacqueline Dunning
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday September 16, 2019, at 6:00 pm, in the Conference Room.