

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

**BUDGET / REGULAR MEETING  
January 11, 2021**

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

Others Present: Dr. Brian Doelger, Superintendent; Jennifer Rylott, Director of Pupil Personnel, Data & Instruction; Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness and Personnel; Jacqueline Dunning, District Clerk;; Nicholas Mamisashvili, Student Liaison; Number of faculty/staff/student and community residents unknown as this was a virtual meeting.

Absent: Katherine Rossi-Snook, Deborah Vecchio, District Treasurer

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

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 Margaret Colligan, seconded by Robert Strauss, BE IT RESOLVED THAT: The Board hereby approves the following:

- a. Approval of Minutes
  - 1. Regular Meeting of December 7, 2020
  - 2. Special Meeting of December 22, 2020

Motion carried unanimously.

**Correspondence - None**

**Presentations - None**

**Personnel**

A motion was made by Tracy McCarthy, seconded by Robert Strauss, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 8.1 – 8.8

- 8.1 Resignation
  - a. Accept the resignation of Lorraine Hayden, Permanent Substitute Teacher, effective December 8, 2020.

- 8.2 Amend Motion
  - a. Amend the motion of December 7, 2020 from:
    - Approve a contractual childcare leave of absence for Maggie Manarel, Literacy Education K-6 Teacher, to commence on or about February 8, 2021 through on or about May 3, 2021; with said period credited towards the employee’s FMLA leave of absence.

to:

Approve a contractual childcare leave of absence for Maggie Manarel, Literacy Education K-6 Teacher, to commence on or about **January 25, 2021** through on or about **April 19, 2021**; with said period credited towards the employee’s FMLA leave of absence.

- 8.3 Additional Permanent Substitute Teacher for the 2020-2021 School Year
  - a. Appoint Erin Farley, as Permanent Substitute Teacher, not to exceed four (4) days per week, at a rate of \$175 per day, and grant four (4) sick days, effective retroactively to January 11, 2021.

*Call to Order  
and Pledge of  
Allegiance*

*Mission  
Statement*

*Visitor  
Questions*

*Consent  
Agenda*

*Correspondence*

*Presentations*

*Consent  
Agenda -  
Personnel*

- 8.4 Leave Replacement
  - a. Approve Erin Farley as a Leave Replacement for Maggie Manarel, effective on or about February 1, 2021 through April 19, 2021, at a salary of \$66,581, prorated to \$17,438, Step MA 1 of the 2020-2021 teacher salary scale.
- 8.5 Home Instruction
  - a. Approve Devon Treharne for Home Instruction, effective retroactively to December 14, 2020, at a rate of \$71.44 per hour, not to exceed 14 hours.
- 8.6 Additional Substitute Teacher for the 2020-2021 School Year at \$110 per day
  - a. Carly Woods, effective January 4, 2021
- 8.7 Memorandums of Agreement
  - a. Approve the Memorandum of Agreement (MOA) between the Shelter Island Faculty Association and the Shelter Island School District, granting extra compensation to Maryann Impastato, Senior Account Clerk for additional Business Office responsibilities beyond her current title; and authorize the Board President to execute said agreement.
  - b. Approve the Memorandum of Agreement (MOA) between the Shelter Island Faculty Association and the Shelter Island School District, granting extra compensation to Ramona Orgass, Spanish Speaking Office Assistant for the translation of individualized education plans; and authorize the Board President to execute said agreement.
  - c. Approve the Memorandum of Agreement (MOA) between the Shelter Island Faculty Association and the Shelter Island School District, granting extra compensation to Mary Kanarvogel, School Nurse Teacher, as the COVID-19 Coordinator for the 2020-2021 school year; and authorize the Board President and Superintendent to execute said agreement.
- 8.8 Extra Compensation
  - a. Approve Deborah Vecchio, District Treasurer, for extra compensation for additional Business Office responsibilities beyond her current title in the amount of \$4,000.00 for the period of February 1, 2021 through June 30, 2021.

Motion carried unanimously.

**Program**

A motion was made by Margaret Colligan, seconded by Tracy McCarthy, 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/CPSE Recommendations for the 2020-2021 School Year
  - a. Committee on Special Education
  - b. Preschool Committee on Special Education
- 9.2 2021-2022 Budget Calendar Revision
  - a. Approve the revision to the 2021-2022 Budget Calendar to reflect a change in date for filing petitions for propositions/questions for the ballot.
- 9.3 Second Reading and Adoption of Policies
  - a. Policy #5140 – Administration of the Budget
  - b. Policy #5661 – Wellness Policy
  - c. Policy #5676 – Privacy & Security for Student Data and Teacher & Principal Data (New)
  - d. Policy #7511 – Immunization of Students
  - e. Policy #7512 – Student Physicals
- 9.4 Deletion of Policy
  - a. Policy #7243 – Student Data Breaches (replaced by Policy #5676 – Privacy & Security for Student Data and Teacher & Principal Data)

Motion carried unanimously.

*Consent  
Agenda –  
Personnel  
(continued)*

*Consent  
Agenda -  
Program*

## **Finance**

A motion was made by Robert Strauss, seconded by Margaret Colligan, 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. Appropriations Status Report
- b. Revenue Status Report
- c. Claim Auditor’s Report – November 2020
- d. Payroll Audit Report – November 2020

### 10.2 Journal Entries

- a. Accept and approve the Journal Entry Reports for the period of November 24, 2020 through January 4, 2021, that in accordance with Board Policy, the Superintendent has approved.

Motion carried unanimously.

## **Business**

A motion was made by Margaret Colligan, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Business actions: 11.1 – 11.3

### 11.1 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Gym Door Repairs, Incorporated, of Great River, NY, for repairs on the electric partition in the gymnasium, in the amount of \$5,993.00; and authorize the Board President to execute said agreement.

### 11.2 Donations & Budgetary Increases

- a. Authorize the Shelter Island School District to accept a donation of \$15,700.00 from an anonymous donor for the renovation of space between the two science classrooms; and authorize an increase to the budget line of Plant Operations Contractual, A1620.400.00.0000, in the amount of \$15,700.00 to be offset by said donation.

### 11.3 Donation

- a. Accept the donation of 50 “Shelter in Place 2020” children’s t-shirts from Delphic Oracle.

Motion carried unanimously.

Before this motion was carried, Robert Strauss asked if Gym Door Repairs, Incorporated of Great River, NY is on the BOCES State bid list. Michael Dunning replied that they are on the bid list and the District has been using them for many years.

After the motion was carried, President Lynch thanked the anonymous donor for the \$15,700.00 donation and Dawn Hedberg inquired about the donation of t-shirts; wanting to know who is Delphic Oracle. Jacqueline Dunning, District Clerk responded that Delphic Oracle is a business.

## **Facility**

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

### 12.1 Excessing Equipment

- a. Shelter Island Finance Server (obsolete and replaced) - Shelter Island Serial #003164/003168/20090414/20140030
- b. Epson Projector (repair exceeds cost of replacement) – Shelter Island Serial #003071/20090401
- c. Epson Projector (repair exceeds cost of replacement) – Shelter Island Serial #20190059
- d. Asus Laptop Computers (obsolete, stripped for parts) – Shelter Island Serial #20100292
- e. Asus Laptop Computers (obsolete, stripped for parts) – Shelter Island Serial #20100279

Motion carried unanimously.

**Items for Consideration – None**

**Old Business - None**

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

Mr. Todd Gulluscio reported that the boys and girls winter track season (low and moderate winter sports) has begun with approximately sixteen (16) participants. Mr. Gulluscio noted that the season is only 2 months long and no spectators are permitted to attend any of the track meets. Mr. Gulluscio stated that high risk sports are still on hold, and the sports that would have been included in our fall season, golf and cross country are on schedule to begin on March 1. (Volleyball is also included in the fall season, but is considered a high risk sport at this time.) In closing, Mr. Gulluscio congratulated this year’s Suffolk Zone Awards recipients, Jane Richards and Tyler Gulluscio.

**Director of Pupil Personnel, Data & Instruction Report**

Ms. Jennifer Rylott reported that the District continues to work PLC Associates on the District Comprehensive Improvement Plan with the latest project being a revision of the Response to Intervention Plan. Ms. Rylott also reported that she and Ms. Martha Tuthill have started working on the 2021-2022 Master Schedule.

**Superintendent’s Report**

Dr. Doelger announced that Ms. Maggie Manarel will be taking a childcare leave of absence later this month and noted that although teachers are difficult to find these days, our district has found a very good one to be her leave replacement -- Ms. Erin Farley. Dr. Doelger did note that Ms. Farley had secured housing on Shelter Island that fell through and asked that anyone who knows of a rental on Shelter Island or on either of the Forks, please contact the school.

Dr. Doelger reported that after a week of distance learning, everyone was back in the building today and the transition was seamless. Dr. Doelger noted that there hasn’t been a positive case in the school since January 1, 2021; highlighting that the school building is very safe.

Dr. Doelger shared that the District will be doing random rapid COVID-19 testing of 20% of the staff and students on Tuesday, January 19, 2021 and Monday, January 25, 2021 to prove that the positivity rate at the Shelter Island School is lower than the rate of the county. A survey had been sent to parents and staff members to determine who would be interested in the testing. Participants will be randomly selected from the group of people who responded they would be interested in the testing.

Dr. Doelger happily reported that last week as part of the vaccination guidelines social workers, school psychologists, physical therapists, occupational therapists and speech pathologists were eligible for the vaccine, and this week, all public school faculty and staff are eligible.

In closing, Dr. Doelger shared that we are moving forward with the replacement of the septic system and should be done by late summer/early fall 2021.

**Board Member Reports - None**

**Student Liaison Report – None**

**Visitor Comments**

Julia Brennan, of the Shelter Island Gazette asked what was the purpose of the in-person vs. distance learning survey sent to families last week. Dr. Doelger responded that the survey was used to determine if parents still felt confident having their children attend in-person classes. Dr. Doelger further explained that it was over the summer the last time he surveyed parents and he thought it was important to find out how everyone was feeling months later.

Robert Strauss, Board of Education Member, stated that he was approached by someone asking where the money came from to redo the logo on the gymnasium floor since it couldn’t have been part of the 2020-2021 budget. Dr. Doelger responded that due to COVID-19, the District has saved money in areas such as athletics

*Items for Consideration*

*Old Business*

*Director of Athletics, PE, Health, Wellness & Personnel*

*Director of Pupil Personnel, Data & Instruction*

*Superintendent’s Report*

*Board Member Reports*

*Student Liaison Reports*

*Visitor Comments*

and transportation and he believes the monies came from either the athletics or maintenance budget line. Dr. Doelger stated that he will double-check with the business office staff and get back to the Board of Education, as well as put this item on the February 8, 2021 agenda under Old Business.

*Visitor  
Comments  
(continued)*

**Executive Session**

A motion was made by Robert Strauss, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby voted to go into an executive session at 6:32 pm to discuss the employment of particular individual in the District.

*Executive  
Session*

**Adjournment**

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

*Adjournment*

Motion carried unanimously.

The meeting adjourned at 7:39 pm.

  
\_\_\_\_\_  
Jacqueline Dunning  
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday, February 8, 2021, at 6:00 pm.