

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

REGULAR MEETING
October 13, 2020

Members Present: Kathleen Lynch, Margaret Colligan, Katherine Rossi-Snook, 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 & Personnel; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Julie Lane, Shelter Island Reporter; 14 faculty/staff/student and 0 community residents

Absent: Tracy McCarthy

President Lynch called the meeting to order at 6:03 pm; followed by the Pledge of Allegiance.

Karina Montalvo 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 Katherine Rossi-Snook, BE IT RESOLVED THAT: The Board hereby approves the following:

- 5.1 Approval of Minutes
 - 1. Regular Meeting of September 14, 2020

Motion carried unanimously.

Correspondence

President Lynch acknowledged two (2) thank cards received from two (2) Class of 2020 Graduates.

Presentations - None

Personnel

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 Personnel actions: 8.1 – 8.13

- 8.1 Step Movement
 - a. Approval to move the following faculty on the salary scale, effective retroactively to September 1, 2019
 - 1. Lauren Farkas Step 1 MA to Step 1 MA+15
 - 2. Kerri Knipfing Step 8 MA+30 to Step 8 MA+45
 - 3. Lynne Colligan Step 14 MA+60 to Step 14 MA+75
 - 4. Natalie Regan Step 4 MA+45 to Step 4 MA+60
 - 5. Sean Brennan Step 5 MA+60 to Step 5 MA+75
 - 6. Bryan Knipfing Step 7 MA+45 to Step 7 MA+60
 - 7. Carolyn Taylor Step 2 MA+45 to Step 2 MA+60
 - 8. Danielle Spears Step 1 MA to Step 1 MA+15
 - 9. Maggie Manarel Step 1 MA to Step 1 MA+15
 - 10. James Bocca Step 9 MA+30 to Step 9 MA+45
 - 11. Christopher Conrardy Step 4 BA to Step 4 BA+15
 - 12. Michele Yirce Step 5 MA+30 to Step 5 MA+45

*Call to Order
and Pledge of
Allegiance*

*Mission
Statement*

*Visitor
Questions*

*Consent
Agenda*

Correspondence

Presentations

*Consent
Agenda -
Personnel*

- 13. Martha Tuthill Step 6 MA+45 to Step 6 MA+60
- 14. Elizabeth Eklund Step 6 MA+45 to Step 6 MA+60

8.2 Rescind Motion

- a. Rescind the motion of August 31, 2020:

Appoint Substitute Teachers for the 2020-2021 School Year at \$110 per day (certified or 4-year degree)

- a. Sara Grammatica
- b. Lillian Klupka

8.3 Specialized Math Summer School Program

- a. Approve Janine Mahoney to teach the Specialized Math Summer School Program, effective retroactively to September 29, 2020, not to exceed two (2) hours, at her individual hourly rate.

8.4 Lead Evaluators of Teachers and Principals for the 2020-2021 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.

8.5 Principal Evaluator

- a. Appoint Allan Gerstenlauer as Principal Evaluator for the 2020-2021 school year, at a rate of \$400 per day, effective retroactively to September 24, 2020 through June 30, 2021, not to exceed ten (10) days.

8.6 Amend Motion

- a. Amend the motion of August 31, 2020 from:

Appoint Michelle Corbett as Substitute Dispatcher for the 2020-2021 school year, at \$3,053.89 to:

Appoint Michelle Corbett as Substitute Dispatcher, for the period of **September 1, 2020 – September 25, 2020, prorated at \$259.38.**

8.7 Additional Co-Curricular Positions

- a. Appoint Jasmine Frasco, Substitute Dispatcher effective September 28, 2020 – June 25, 2021, prorated at \$2,794.51.
- b. Appoint Catherine Brigham, 11th Grade Advisor for the 2020-2021 school year, at a rate of \$2,037.54.
- c. Appoint Ramona Miranda, 10th Grade Advisor for the 2020-2021 school year, at a rate of \$809.95.

8.8 Resignations

- a. Accept the resignation of Andrew BeltCappellino, Permanent Substitute Teacher, effective October 9, 2020
- b. Accept the resignation of Marina Katolis, Permanent Substitute Teacher, effective October 13, 2020

8.9 Additional Substitute Teachers for the 2020-2021 School Year at \$110 per day (certified or 4-year degree) pending clearance for employment by NYS Department of Education (fingerprint initiative)

- a. Judith Christ
- b. Connor Rice
- c. Tristan Wissemann

8.10 Additional Permanent Substitute Teacher for the 2020-2021 School Year

- a. Appoint Lorraine Hayden, 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 retroactively to October 7, 2020 – June 25, 2021

8.11 Leave of Absence

- a. Approve a contractual paid medical leave of absence for Mia DiOrio, Special Education Teacher, to commence retroactively on September 2, 2020 through October 27, 2020; and an unpaid medical leave from October 28, 2020 through on or about December 1, 2020; with said periods credited towards the employee's FMLA leave of absence.

8.12 Ratify Memorandum of Agreement

- a. Approval to ratify the Memorandum of Agreement (MOA) between the negotiating representatives of the Shelter Island Faculty Association (SIFA) and the Shelter Island Union Free School District.

8.13 English Language Learner Translator for the 2020-2021 School Year

- a. Appoint Laura Mayo, ESL Teacher, as English Language Learner Translator for the 2020-2021 school year, as prescribed in the August 12, 2019 English Language Learner Translator agreement between the Shelter Island Union Free School District and the Shelter Island Faculty Association
- b. Approve Laura Mayo, English Language Learner Translator, to be compensated for one additional period on a daily basis, to provide translating services, retroactive to September 1, 2020 through June 25, 2021, at a rate of \$13,303.00

Motion carried unanimously.

Program

A motion was made by Katherine Rossi-Snook, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program actions: 9.1 – 9.3

9.1 Obsolete Policy

- a. Delete obsolete policy #7440 – Musical Instruments from the Shelter Island Union Free School District Policy Manual

9.2 New Policy – First Reading

- a. Policy #7440 – Student Voter Registration & Pre-Registration

9.3 Revised Policy – First Reading

- a. Policy #8241 – Patriotism, Citizenship, and Human Rights Education

At this time, Margaret Colligan opened a discussion regarding Policy #8241 – Patriotism, Citizenship, and Human Rights Education. Ms. Colligan asked that the specific topics be replaced with person versus person, person versus society, person versus nature, person versus self, person versus food, person versus machine so that the policy is more accessible to other subject areas, not just social studies. All present members of the Board of Education

agreed. The policy will be revised as suggested by Ms. Colligan and will appear on the November 9, 2020 agenda for a second reading.

Motion carried unanimously.

Finance

A motion was made by Margaret Colligan, 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 – 10.3

10.1 Financial Reports

- a. Treasurer's Report – August 2020
- b. Extra Class Report – August 2020
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Claim Auditor's Report – September 2020
- f. Payroll Audit Report – September 2020

10.2 Budget Transfers & Journal Entries

- a. Accept and approve Budget Transfer and Journal Entry Reports for the period of September 9, 2020 through October 1, 2020, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that need specific Board approval.

10.3 Tax Levy

- a. Approval to set the tax levy for the 2020-2021 school year in the amount of \$10,777,960.

Motion carried unanimously.

Business

A motion was made by Katherine Rossi-Snook, seconded by Robert Strauss, 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 Sag Harbor Union Free School District, in the amount of \$24,055, for shared student services. The term of said contract is retroactive to September 8, 2020 through June 30, 2021; 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 Alexis Grodski, of New Suffolk, NY, for student services. The term of said agreement shall be retroactive to July 1, 2020 – June 30, 2021; and authorize the Board President to execute said agreement.

11.2 Termination of Contract

- a. Approve the termination of the contract between the Shelter Island Union Free School District and D&B Engineers and Architects, P.C., of Woodbury, NY, effective retroactively to October 8, 2020.

11.3 Monetary Donations & Budget Increases

- a. Authorize the Shelter Island Union Free School District to accept a donation of \$150.00 from Ernesto & Monica Camargo in memory of Mr. James F. Gibbs, to be used towards the school's athletic program; and authorize an increase to the budget line of Athletics Materials & Supplies, A.2855.450.00.2855, in the amount of \$150.00, to be offset by said donation.
- b. Authorize the Shelter Island Union Free School District to accept a donation of \$100.00 from Stephen & Maureen Corkery in memory of Mr. James F. Gibbs, to be used towards the school's athletic program; and authorize an increase to the budget line of Athletics Materials & Supplies, A.2855.450.00.2855, in the amount of \$100.00, to be offset by said donation.
- c. Authorize the Shelter Island Union Free School District to accept a donation of \$100.00 from Allan & Barbara Goldsmith in memory of Mr. James F. Gibbs, to be used towards the school's athletic program; and authorize an increase to the budget line of Athletics Materials & Supplies, A.2855.450.00.2855, in the amount of \$100.00, to be offset by said donation.
- d. Authorize the Shelter Island Union Free School District to accept a donation of \$50.00 from Marianne & Richard Jackson in memory of Mr. James F. Gibbs, to be used towards the school's athletic program;

*Consent
Agenda –
Program
(continued)*

*Consent
Agenda –
Finance*

*Consent
Agenda -
Business*

- and authorize an increase to the budget line of Athletics Materials & Supplies, A.2855.450.00.2855, in the amount of \$50.00, to be offset by said donation.
- e. Authorize the Shelter Island Union Free School District to accept a donation of \$50.00 from John & Martha Tuthill in memory of Mr. James F. Gibbs, to be used towards the school's athletic program; and authorize an increase to the budget line of Athletics Materials & Supplies, A.2855.450.00.2855, in the amount of \$50.00, to be offset by said donation.
 - f. Authorize the Shelter Island Union Free School District to accept a donation of \$30.00 from Roger & Sharon Bales in memory of Mr. James F. Gibbs, to be used towards the school's athletic program; and authorize an increase to the budget line of Athletics Materials & Supplies, A.2855.450.00.2855, in the amount of \$30.00, to be offset by said donation.
 - g. Authorize the Shelter Island Union Free School District to accept a donation of \$200.00 from Joseph & Barbara D'Orior in memory of Mr. James F. Gibbs, to be used towards the school's athletic program; and authorize an increase to the budget line of Athletics Materials & Supplies, A.2855.450.00.2855, in the amount of \$200.00, to be offset by said donation.
 - h. Authorize the Shelter Island Union Free School District to accept a donation of \$100.00 from Georgiana Ketcham in memory of Mr. James F. Gibbs, to be used towards the school's athletic program; and authorize an increase to the budget line of Athletics Materials & Supplies, A.2855.450.00.2855, in the amount of \$100.00, to be offset by said donation.
 - i. Authorize the Shelter Island Union Free School District to accept a donation of \$100.00 from Michael & Gillian Johnson in memory of Mr. James F. Gibbs, to be used towards the school's athletic program; and authorize an increase to the budget line of Athletics Materials & Supplies, A.2855.450.00.2855, in the amount of \$100.00, to be offset by said donation.
 - j. Authorize the Shelter Island Union Free School District to accept a donation of \$250.00 from Dale Ponikvar in memory of Mr. James F. Gibbs, to be used towards the school's athletic program; and authorize an increase to the budget line of Athletics Materials & Supplies, A.2855.450.00.2855, in the amount of \$250.00, to be offset by said donation.
 - k. Authorize the Shelter Island Union Free School District to accept a donation of \$25.00 from Clifford & Carol Springer in memory of Mr. James F. Gibbs, to be used towards the school's athletic program; and authorize an increase to the budget line of Athletics Materials & Supplies, A.2855.450.00.2855, in the amount of \$25.00, to be offset by said donation.

Motion carried unanimously.

*Consent
Agenda –
Business
(continued)*

Facility

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

12.1 Equipment Donations

- a. Accept a 1976, 20' Grady White Hatteras Overnighter Boat, Vin #NTL0L688M76H, donated by Colleen Mooney Brickman of Jamesport, NY to be used solely as a project for Mr. Conrardy's Transportation & Power class.
- b. Accept a LOB-STER Tennis Tournament Pneumatic Ball Machine, Model #401, donated by Donald H. Regan of Shelter Island.

Motion carried unanimously.

*Consent
Agenda –
Facility*

Items for Consideration - None

*Items for
Consideration*

Old Business

Old Business

Kathleen Lynch acknowledged the Committee Members for the 2020-2021 School Year as follows.

Building & Grounds/Health & Safety Committee

Kathleen Lynch & Robert Strauss

Audit Committee

Margaret Colligan & Kathleen Lynch

Policy Committee

Margaret Colligan & Tracy McCarthy

Wellness Committee

Karina Montalvo & Katherine Rossi-Snook

Joint Professional Practice Committee (JPPC)

Margaret Colligan & Dawn Hedberg

*Old Business
(continued)*

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

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

Mr. Todd Gulluscio took a moment to thank everyone who made a donation to the Athletic Department in memory of James Gibbs. Mr. Gulluscio also thanked Mr. Donald H. Regan for donating the LOB-STER Tennis Tournament Pneumatic Ball Machine.

Mr. Gulluscio reported the following.

- The District will be participating in the USDA No Cost Meals program which provides free breakfast and lunch to all of our students. Mr. Gulluscio noted that students will still need to pay for ala carte items, such as drinks, snacks and ice cream.
- The survey for the logo/renaming of the district's mascot has gone out to the students, staff, parents and community and 100 responses have been received so far. Mr. Gulluscio stated that the info received from the survey will give the committee a direction to head in.
- The Perfect Playcement Webinar took place last week and if anyone missed it they could email him for the information that was covered.
- He and twenty (20) of our students are currently participating in the Desire to Lead program.
- The off-season conditioning program is under way with golf meeting once a week and cross country meeting Monday – Friday.
- The district has received the School of Distinction Award for the 5th year in a row and Assemblyman Thiele presented a proclamation to the Senior Class in an outdoor, socially distanced assembly.
- The winter season is still on track to begin on January 4, 2021.

Director of Pupil Personnel, Data & Instruction Report

Ms. Jennifer Rylott provided a status update of the Comprehensive Improvement Plan. As part of her update, Ms. Rylott touched on the New York State Grades 3-8 Examinations and Regents Exams. As it stands now, the current Interim Commissioner of Education is in favor of giving the Grades 3-8 exams, but that could change if a new Commissioner of Education is appointed. The Board of Regents recognizes that many districts are providing remote learning so they are in the process of deciding whether it would be fair, or not, to offer the Regents exams.

*Director of
Pupil
Personnel,
Data &
Instruction
Report*

Superintendent's Report

October is Board Appreciation Month so Dr. Doelger opened his report by thanking the members of the Board of Education for making the lives of our students better.

Dr. Doelger went on to report the following.

- School has been session full-time since the first day of school. Dr. Doelger thanked Mary Kanarvogel, Shelter Island Faculty Association (SIFA) President and Peter Miedema, SIFA Vice President because it could not have happened without their leadership and support. Dr. Doelger then thanked the faculty for their dedication.
- The Memorandum of Agreement (MOA) between the district and the Shelter Island Faculty Association (SIFA) was ratified at this meeting. Dr. Doelger noted that this MOA is financially responsible and fair to the teachers. At this time, Mary Kanarvogel thanked the negotiations committee and the Board of Education who always has the backs of the teachers.
- Welcomed back Julie Lane of The Reporter and presented her with cupcakes.
- Stated the Pre-K3 and Pre-K4 classes are going so well that the Pre-K3 class is currently full and there's only one spot remaining in Pre-K4 class. Dr. Doelger noted that it is such a joy to have these young students in the building.
- Meet the Teacher Nights will be held on Wednesday, October 14, 2020 for Elementary families, and Thursday, October 15, 2020 for Secondary families.

*Superintendent
Report*

- Parent/Teacher Conferences will be held virtually on November 21 and 22, 2020.
- On Election Day, November 3, 2020, it is expected that there will be many voters in the building so the district will have a planned distance learning day.
- Student Council Elections are coming up and there are three teams running.

*Superintendent
Report
(continued)*

*Board Member
Reports*

Board Member Reports

Ms. Kathleen Lynch thanked Brian Doelger and Jacqueline Dunning for the presents and cupcakes, and Catherine Brigham for the poster. Ms. Lynch acknowledged that there were almost a dozen donations made in memory of James Gibbs on tonight’s agenda and expressed her condolences to Todd Gulluscio and his family. Ms. Lynch noted that Mary Dwyer, creator of the 2Rs4fun program is retiring from the program and turning it over to Dr. Frank Emmett. In closing, Ms. Lynch stated that she appreciates being a part of the school family.

Margaret Colligan also thanked Dr. Doelger and Ms. Dunning for the gifts and cupcakes. Ms. Colligan stated that there will be a flu clinic on October 19, 2020, at the Shelter Island Public Library. Mary Kanarvogel added that anyone interested should reach out to her to reserve a spot.

Katherine Rossi-Snook thanked Dr. Doelger and Ms. Dunning for the gifts and stated that the final edible school garden harvest would be this week.

Robert Strauss also thanked Dr. Doelger and Ms. Dunning and he thanked the faculty for everything they do.

Both Dawn Hedberg and Karina Montalvo thanked Dr. Doelger and Ms. Dunning for the gifts and cupcakes.

*Visitor
Comments*

Visitor Comments

Mary Kanarvogel stated that the new students have assimilated well and their parents are thrilled to be here.

*Executive
Session*

Executive Session

A motion was by made by Margate Colligan, seconded by Katherine Rossi-Snook, BE IT RESOLVED THAT: The Board of Education voted to go into an executive session at 6:41 pm to discuss the employment history of particular individuals, pursuant to Section 105(f) of the Public Officers Law.

Adjournment

Motion carried unanimously.

Adjournment

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

Motion carried unanimously.

The meeting adjourned at 7:24 pm.


Jacqueline Dunning
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday November 9, 2020, at 6:00 pm, in the Gymnasium.