

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

**REGULAR MEETING  
February 8, 2021**

Members Present: Kathleen Lynch, Tracy, McCarthy, Margaret Colligan, Robert Strauss, Dawn Hedberg, and Karina Montalvo (arrived at 6:03 pm)

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; 2 faculty/staff/ student and 0 community resident/other

Absent: Katherine Rossi-Snook, Luca Martinez, Student Liaison

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

Dawn Hedberg 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.

**2022-2023 Budget Presentation**

Dr. Doelger welcomed everyone to the third presentation to be held in preparation of the 2022-2023 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.

- Budget Formation Process
- Accomplishments
- 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
- Budget – Next Steps

In closing, Dr. Doelger reviewed the schedule of the dates and topics for the remaining 2022-2023 school budget meetings, and noted that all meetings will begin at 6:00 pm, in the new conference room. The schedule is as follows.

- February 28, 2022 – Budget Workshop
- March 14, 2022 – Budget Overview & Adjustments
- April 11, 2022 – Budget Adoption by the Board of Education
- May 9, 2022 – Budget Hearing at Board of Education Meeting
- May 17, 2022 – Budget Vote, 12:00 pm – 9:00 pm, School Gymnasium

At this time, Dr. Doelger opened the floor to questions. Robert Strauss stated that he understands the tax levy monies, but wasn’t clear on where the rest of the money comes from for the full budget. Dr. Brian Doelger explained that the rest of the monies come from State Aid and Reserves.

*Call to Order  
and Pledge of  
Allegiance*

*Mission  
Statement*

*Budget  
Presentation*

**Visitor Questions – None**

Visitor Questions

**Consent Agenda**

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

Consent Agenda – Approval of Minutes

- a. Approval of Minutes
  - 1. Budget Presentation/Regular Meeting of January 18, 2022
  - 2. Budget Meeting of January 31, 2022

Motion carried unanimously.

Correspondence

**Correspondence - None**

Presentations

**Presentations - None**

Consent Agenda – Personnel

**Personnel**

A motion was made by Robert Strauss, seconded by Kathleen Lynch, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 9.1 – 9.5

- 9.1 Childcare Leave of Absence
  - a. Approve a contractual childcare leave of absence for Claire Geehreg, Elementary Education K-6 Teacher, to commence on or about April 25, 2022 through on or about May 31, 2022; with said period credited towards the employee’s FMLA leave of absence.
- 9.2 Additional Substitute Teacher for the 2021-2022 School Year at \$110 per day (certified or 4-year degree)
  - a. Shyane Jones
- 9.3 Additional Schedule C for the 2021-2022 School Year
  - a. Appoint Veronica Stelzer, Grades 4-6 Soccer Intramural Coach, at \$798.54, effective March 10, 2022.
- 9.4 Amend Motion
  - a. Amend the motion of October 18, 2021 from:
    - Approve a contractual childcare leave of absence for Kerri Knipfing, Elementary Education, K-6 Teacher, to commence on or about January 12, 2022 through on or about April 14, 2022; with said period credited towards the employee’s FMLA leave of absence.to:
    - Approve a contractual childcare leave of absence for Kerri Knipfing, Elementary Education, K-6 Teacher, to commence on or about January 12, 2022 through **June 24, 2022**; with said period credited towards the employee’s FMLA leave of absence.
- 9.5 Home Instruction
  - a. Approve Claire Geehreg for Home Instruction, effective retroactively to January 21, 2022, at a rate of \$72.16 per hour, not to exceed 3hours.

Motion carried unanimously.

**Program**

Consent Agenda - Program

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 Program actions: 10.1 – 10.4

- 10.1 CSE Recommendation for the 2021-2022 School Year
  - a. Committee on Special Education
- 10.2 Field Trip
  - a. Approve the Class of 2022 to attend the Senior Trip to Charleston, South Carolina, on April 8, 2022 to April 11, 2022.
- 10.3 First Reading of Policy
  - a. Policy #7223 – Class Rankings

b. Policy #8460 – Field Trips and Excursions

10.4 School Calendar – 2022-2023

a. Approval of the Shelter Island District’s School Calendar for the 2022-2023 school year

Motion carried unanimously.

**Finance**

A motion was made by Robert Strauss, seconded by Kathleen Lynch, 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 – December 2021
- b. Extra Class Report – December 2021
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Claim Auditor’s Report – January 2022
- f. Payroll Audit Report – January 2022

11.2 Tax Cap Calculations

a. WHEREAS, on January 18, 2022, the Board of Education of the Shelter Island Union Free School District began the 2022-2023 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

WHEREAS, the property tax calculations have been presented to the Board on February 15, 2022 and are as follows:

Prior school year tax levy	\$11,016,571.00
Tax Base Growth Factor	1.0015
Product	\$11,033,095.86
Capital Tax Levy in Prior Year	\$429,921.00
Difference	\$10,603,174.86
Allowable Levy Growth Factor	1.02
Product	\$10,815,238.35
Tax Levy Limit	\$10,815,238.35
Capital Tax Levy in Coming Year	\$363,124.15
Tax Levy Plus Exclusions	\$11,178,362.50

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 Kathleen Lynch, seconded by Dawn Hedberg, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Business action: 12.1

12.1 Contracts

a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Southampton Union Free School District, for student services. The term of said agreement shall be

retroactive to September 1, 2021 through June 24, 2022; 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 Toshiba Business Solutions (USA), Incorporated for the lease of five (5) copy machines. The term of said agreement shall be July 1, 2022 through June 30, 2026; 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 Pitney Bowes Sourcewell State & Local Term Rental for the lease of one (1) postage machine. The term of said agreement shall be June 15, 2022 – June 14, 2027; authorize the Board President to execute said agreement.

Motion carried unanimously.

Consent  
Agenda –  
Business  
(continued)

Consent  
Agenda -  
Facility

**Facility**

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 Finance actions: 13.1 – 13.4

**13.1 Excessing Fifty-Seven (57) Obsolete iPads with the Following Serial Numbers**

DMPJ4WV6DFHW	DMQJ90T2DFHW	DMPJ4AH8DFHW	DMPJ4X7WDFHW	DKVJL4GNDFHW	DMQJ9KF0DFHW
DMPJ4X88DFHW	DMQJ924HDFHW	DMPJ4RVCDFHW	DMQJ90QXDFHW	DMQJ9NFVDFHW	DMQJ9KBJDFHW
DMRJ92YLDLDFHW	DMPJ9264DFHW	DMQJ92FTDFHW	DMPJ48T3DFHW	DMPJ4Y59DFHW	DMQJ95YPDFHW
DMPJ4QAHDFFHW	DMQJ9JEKDFHW	DMRJ91YDDFFHW	DMPJ4ZB4DFHW	DMPJ4X1QDFHW	DMPJ4X85DFHW
DMPJ4X3FDFHW	DMPJ9VH9DFHW	DMPJ4RB5DFHW	DYTJX748DFHW	DYVJWAYZDFHW	DMQGTG7WDFHW
DMQGTAJ4DFHW	DYTJX714DFHW	DYTJX707DFHW	DMQGT5LADFFHW	DYTJX744DFHW	DYVJW177DFHW
DMRGT02YDFHW	DYVJWA1J0DFHW	DYTJX6Y0DFHW	DYTJX7C8DFHW	DYTJX779DFHW	DYVJWAT4DFHW
DYTJX7EHDFFHW	DYTJX6X8DFHW	DYTJX7EBDFHW	DYVJWAY0DFHW	DYTJX6XHDFFHW	DYTJX6VNDFFHW
DYTJX7BADFFHW	DYTJX77BDFHW	DMQGCEDDDFFHW	DYTJX7ETDFHW	DMQGTBCLDFHW	DYTJX76JDFHW
DYTJX738DFHW	DYTJX7CADFFHW	DMQGC3UBDFHW			

**13.2 Excessing Eight (8) Obsolete Chromebooks with the Following Serial Numbers**

NUSH7AA01332802B893400/SI Serial #20140134	NUSH7AA013328034DC3400/SI Serial #20140142
NUSH7AA01332805D493400/SI Serial #20140143	NUSH7AA012238041DD3400/SI Serial #20140136
NUSH7AA013328034473400	NUSH7AA013328030253400
NUSH7AA013328046AA3400	NXHBRAA0019241BBE87600

**13.3 Excessing of Obsolete Classroom Materials**

- a. One (1) Lightwriter SL35M/15475 DECTalk, Toby Churchill
- b. One (1) Alpha Smart Key Words Smart Applet
- c. One (1) Write Out Loud Disc, Don Johnston
- d. One (1) Co-Writer 4000 Disc, Don Johnston

**13.4 SEQRA RESOLUTION**

- a. WHEREAS, the Board of Education of the Shelter Island Union Free School District desires to embark upon the following capital improvements at the District’s facilities: (1) refurbish tennis courts; (2) apply security window film; (3) install new lockers; (4) install ten (10) additional security cameras (hereinafter the “Projects”); and

WHEREAS, said capital improvements are subject to classification under the State Environmental Quality Review Act (SEQRA); and

WHEREAS, maintenance or repair involving no substantial changes in an existing structure or facility (Section 6 NYCRR 617.5 (c)(1); and

WHEREAS, maintenance or repair involving no substantial changes in an existing structure or facility are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5 (c)(2); and

WHEREAS, replacement, rehabilitation or reconstruction of a structure or a facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 are classified as Type II Actions under the current Department of Environmental Conservation SEQR Regulations (Section 6 NYCRR 617.5 (c)(2); and

WHEREAS, routine activities of educational institutions, including expansion of existing facilities by less than 10,000 square feet of gross floor area and school closings, but not changes in use related to such closings (Section 6 NYCRR 617.5(c)(10));

WHEREAS, the SEQR Regulations declare Type II Actions to be actions that have no significant impact on the environment and require no further review under SEQR; and

WHEREAS, the Board of Education, as the only involved agency, has examined all information related to the capital improvement projects and has determined that the Projects are classified as Type II Actions pursuant to Section 617.5(c)(1),(2) and (10) of the SEQR Regulations;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby declares itself lead agency in connection with the requirements of the State Environmental Quality Review Act; and

BE IT FURTHER RESOLVED, that the Board of Education hereby declares that the Projects are Type II Actions, which require no further review under SEQR; and

BE IT FURTHER RESOLVED, that the Board of Education hereby shall forward an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence from the New York State Office of Parks, Recreation and Historic Preservation in connection with its request for approval of the listed project from the New York State Education Department.

Motion carried unanimously.

**Items for Consideration - None**

**Old Business - None**

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

Mr. Todd Gulluscio reported the following.

**Winter Athletics**

- Congratulations to our High School Winter Season Athletes and Coaches on the completion of their season.
- Senior Night for Cheerleading and Basketball was held last week honoring five (5) cheerleaders and one (1) basketball player.
- Congratulations to Sophie Clark and Kaitlyn Gulluscio who made it to the Small School Championship for the shot put. Sophie broke an indoor school record previously held by both her and Kaitlyn earlier this year.
- Congratulations to our Winter teams for qualifying as NYSPHSAA Scholar Athlete Teams. We are 2/3 of the way to qualifying for our 7<sup>th</sup> consecutive NYSPHSAA School of Distinction.
- We currently have our Junior High Girls Basketball competing who have been a joy to watch compete.

**Spring Athletics**

- The spring registration portal is now open, and the season will start on March 14, 2022.

**Physical Education**

- The Pre-K through 12 Winter Olympics wrapped up last week. A final medal count will be announced prior to break. Kudos to Coaches Andrejack and Mulrain.

**Driver's Education**

- Thank you to Pierson High School for partnering with us to help provide Driver's Education to some of our eligible students.

**Narcan Training**

- With all going on in the news, Nurse Mary and I are currently exploring multiple avenues to get our staff Narcan trained again. We last had training prior to the pandemic. We do have Narcan available in the building in our emergency kits by the AED machines should the need arise.

*Consent Agenda  
- Facility  
(continued)*

*Items for  
Consideration*

*Old Business*

*Dir of Athletics,  
Physical  
Education,  
Wellness &  
Personnel  
Report*

### **Assistant Superintendent's Report**

Ms. Jennifer Rylott reported that there have been many professional development opportunities for our teachers and spoke of the two most recent ones – iReady (the program used to analyze data) for grades K-8 teachers and special ed teachers received professional development for Individualized Educational Planning (IEP) development.

*Assistant Superintendent's Report*

Ms. Rylott also spoke about the "Mystery Mondays" Program and gave kudos to the Social Emotional Department for coming up with the idea. Ms. Rylott explained that the purpose of "Mystery Mondays" is to help our students push through COVID fatigue because we noticed they were having difficulty getting motivated. Ms. Rylott noted that the students have been very excited about the program, and that three Mystery Mondays have been held already and there are five more to go; noting that one event, "Video Game Competition" went viral with millions of views on Tik-Tok and Instagram.

### **Superintendent's Report**

Dr. Doelger spoke about additional professional development being offered at the school; Christina Lesch of PLC Associates has been working with our teachers to help further build the learning environment for both the students and adults. Dr. Doelger then spoke about a few events that took place last week – spirit week, pep rally, winter formal, and NHS Souper Bowl which raised over \$300 in cash donations over 600 cans of food. Dr. Doelger announced that the district will be participating in a credit recovery program for students who fail a class. Dr. Doelger shared that based upon the recommendation from Board Trustee, Katherine Rossi-Snook, a College Database has been created and anyone wanting to add themselves to the database can find the form on the homepage of the district's website, under the "News" section. The purpose of the database is to keep track of where Shelter Island community members have gone to school so a senior could reach out with questions or simply to have a discussion about a school their interested in attending. In closing, Dr. Doelger suggested to the Board that they might want to begin thinking about what they will want to do for our school when Governor Hochul drops the mask mandate.

*Superintendent's Report*

### **Board Member Reports**

Dawn Hedberg gave a shout out to the High School English Department for preparing her son (graduate of 2020) for college paper writing.

*Board Member Reports*

Kathleen Lynch announced that Kym Laube of HUGS (Human Understanding & Growth Seminar) will host a community/parent event at the American Legion, on March 7, 2022, at 6:00 pm to address the challenges of parenting children during the COVID pandemic.

Margaret Colligan reported that retired Town of Shelter Island Engineer, John Cronin called her to let her know that Wyatt Brigham, Class of 2013 had been hired as an engineer at NASA. Trustee, Robert Strauss added that Wyatt Brigham is the third Shelter Island School graduate to be hired by NASA.

*Student Liaison Report*

### **Student Liaison Report – None**

### **Visitor Comments**

*Visitor Comments*

### **Adjournment**

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

*Adjournment*

Motion carried unanimously.

The meeting adjourned at 6:47 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 14, 2022, at 6:00 pm.