

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

**REGULAR MEETING  
November 12, 2024**

Members Present: Kathleen Lynch, Katherine Rossi-Snook, Margaret Colligan, Tracy McCarthy, Dawn Hedberg, and Anthony J. Rando

Others Present: 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; Jo-Anne Robotti, Shelter Island Reporter; 16 faculty/staff/students and 11 community residents/guests

Absent: Karina Montalvo; Harrison Weslek, Student Liaison

The meeting was called to order at 5:00 p.m by President Lynch.

**Executive Session**

A motion was made by Katherine Rossi-Snook, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby voted to go into an executive session at 5:00 pm to discuss the employment of a particular individual in the District.

The members of the Board of Education came out of Executive Session at 6:00 pm. President Lynch led everyone in the Pledge of Allegiance.

Anthony Rando 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.

**Visitor Questions – None**

A motion was made by Margaret Colligan, seconded by Katherine Rossi-Snook, BE IT RESOLVED THAT: The Board hereby approves the following:

- 6.1 Approval of Minutes
  - a. Regular Meeting of October 15, 2024
  - b. Library Budget Vote of October 26, 2024

Motion carried unanimously

**Correspondence – None**

**Student Liaison Report – None**

**Presentations**

**Employee of the Month for October 2024**

Mr. Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness & Personnel announced Mr. Peter Miedema as the October 2024 Employee of the Month and presented him with a certificate. Mr. Miedema was nominated for this honor based on the fact that he always goes the extra mile for our students. Mr. Gulluscio noted that Mr. Miedema recently handled a medical incident at a sporting event with such swiftness and care, the other school’s athletic director called the next day to report the great job he had done.

Dr. Brian Doelger stated that Mr. Miedema was the first person he met in the district and he considers him a good friend. Dr. Doelger also noted that Mr. Miedema is all in for the children and if you need anything, Pete is your guy.

*Call to Order*

*Executive Session*

*Pledge of Allegiance*

*Mission Statement*

*Visitor Questions*

*Consent Agenda – Approval of Minutes*

*Correspondence*

*Student Liaison Report*

*Presentations*

Mr. Miedema thanked Administration for the award and noted that Shelter Island School is a unique place and he's proud to work here.

President Lynch added that Mr. Miedema brings a great deal of humor to the classroom and really connects with our students outside the building. Ms. Lynch referred to him as a special teacher.

### **Proposed Field House & Pool**

Members of the Shelter Island Community Aquatics & Athletic Center (SICAAC), Andrea Gabor, Tim Purtell, Janet D'Amato and Jay Card, explained that SICAAC is a 501c-3 non-profit corporation registered in New York State. The mission of SICAAC is to provide Shelter Island children, families, and seniors, as well as neighboring communities, with a pool and other athletic facilities to enhance the health and recreational opportunities of our Island community. Ms. Gabor shared that the committee has secured a \$20,000 commitment from the Senior Foundation to be used towards a feasibility study. The purpose of the committee attending this evening's meeting was to secure a commitment from the Board of Education to provide land on which the field house and pool would be built, as the committee can only move forward with a feasibility study if they secure the land. (The piece of land the committee is looking at is the area down by Duvall Street and the tennis courts.) Mr. Jay Card shared a video of the vision of the field house/pool.

An audience member asked what the implication would be to the taxpayers. Mr. Jay Card responded that there would be no cost to taxpayers as it will be sustained by user fees.

Anthony Rando asked about the sustainability of the project and what happens if enough funds cannot be raised for the future. Mr. Tim Purtell responded that the feasibility study will determine if it will work. Ms. Gabor acknowledged that the biggest obstacle will be raising the money, but either SICAAC succeeds and the school gets the envisioned building or they don't succeed and the school gets its land back.

Dr. Doelger and members of the Board Education discussed the idea of either leasing the land or giving the land to SICAAC and Dr. Doelger asked if the Board Members were open to such a partnership. The members of the Board of Education stated they would agree on the partnership with the District's legal counsel approval. Dr. Doelger stated that he would reach out to legal counsel.

### **Disney Trip Report**

Students from the Class of 2029, Class of 2030 and Mrs. Jennifer Gulluscio thanked the Board of Education for the opportunity to attend the Disney Theme Parks field trip and participate in the Physics seminar. The students shared their experiences and a slide show. Ms. Gulluscio also thanked the chaperones who attended as well as the Lions Club, the community, and business owners for supporting the class fundraisers.

Ms. Tracy McCarthy, who was a parent chaperone on the Disney trip, shared that all of the students were so behaved and there was so much growth in such a short period of time. Ms. McCarthy noted that everything was so well executed. In closing, Ms. McCarthy admitted that she was one of those parents who didn't understand the Disney Trip, but now that she experienced it first hand, she completely understands the importance of the trip.

### **Audit Report Year End June 30, 2024**

Christopher Angotta of Nawrocki Smith, the District's auditing firm, presented the audit for the year ending June 30, 2024 and reported there were no material weaknesses or significant deficiencies.

### **Prom 2025**

Ms. Jacqueline Sperling and members of the Class of 2026 asked the Board of Education for permission to hold Prom 2025 at 1901 Grill located at Goat Hill Golf Course, on Saturday, May 10, 2024, at 6:00 pm – 10:00 pm. The theme for Prom 2025 will be "A Night in Paris" and the restaurant is going to provide a Parisian inspired menu.

A motion was made by Margaret Colligan, seconded by Anthony J. Rando, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following action: 9.2

#### **9.2 Prom 2025**

Approve Prom 2025 to be held on Saturday, May 10, 2025, from 6:00 pm – 10:00 pm, at 1901 Grill located at Goat Hill Golf Course.

Motion carried unanimously

**Personnel -**

A motion was made by Katherine Rossi-Snook, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 10.1-10.8:

10.1 Home Instruction

- a. Approve Jennifer Gulluscio for Elementary Home Instruction for ten (10) hours per week, effective retroactively to October 23, 2024 through November 22, 2024, at a rate of \$75.10 per hour; not to exceed 40 hours.

10.2 Step Movement

- a. Approval to move Erin Baskin on the salary scale, from Step 3 MA to Step 3 MA+15, effective retroactively to September 1, 2024

10.3 Amend Motion

- a. Amend the motion of August 26, 2024 from:

Home Instruction

- a. Approve Michelle Corbett for Global History Home Instruction per day, effective June 27, 2024 through January 30, 2025, at a rate of \$73.99 per hour (23/24) or at a rate of \$75.10 per hour (24/25), not to exceed 40 hours.
- b. Approve Janine Mahoney for Biology Home Instruction per day, effective June 27, 2024 through January 30, 2025, at a rate of \$73.99 per hour (23/24) or at a rate of \$75.10 per hour (24/25), not to exceed 40 hours.

to:

Home Instruction

- a. Approve Michelle Corbett for Global History Home Instruction per day, effective June 27, 2024 through January 30, 2025, at a rate of \$73.99 per hour (23/24) or at a rate of \$75.10 per hour (24/25), **not to exceed 20 hours.**
- b. Approve Janine Mahoney for Biology Home Instruction per day, effective June 27, 2024 through January 30, 2025, at a rate of \$73.99 per hour (23/24) or at a rate of \$75.10 per hour (24/25), **not to exceed 60 hours.**

10.4 Extra Teaching Periods

- a. Approve Jacqueline Sperling, Special Education Teacher, to teach six (6) extra periods on a bi-weekly basis from November 12, 2024 through January 17, 2025, at a rate of \$1,143.00

10.5 Education Law Section 913

- a. IT IS HEREBY RESOLVED, pursuant to Education Law Section 913, that an employee, whose identity is known to the Board of Education, is hereby directed to report for an examination in order to determine the capacity of such person to perform his/her duties. The said examination will be conducted by Dr. Randall Solomon at his office on a day or days that Dr. Solomon may require.

10.6 Additional Substitute Teacher for the 2024-2025 School Year at \$125 per day

- a. Stephanie Sareyani pending clearance for employment by the New York State Department of Education (fingerprint initiative).

10.7 Leave Replacements

- a. Appoint Kelsey Northcote as a Special Education Teacher Leave Replacement, effective retroactively to November 7, 2024 through November 15, 2024, at a salary of \$69,972, prorated to \$2,099.16, Step 1 MA of the 2024-2025 teacher salary scale.
- b. Appoint Kelsey Northcote as an Elementary Teacher Leave Replacement, effective November 18, 2024 through December 20, 2024, at a salary of \$69,972, prorated to \$7,696.92, Step 1 MA of the 2024-2025 teacher salary scale.

- c. Appoint Stephanie Sareyani as a Visual Arts Teacher Leave Replacement, to commence on or about December 9, 2024 through April 4, 2025, at a salary of \$69,972, prorated to \$27,663.42, Step 1 MA of the 2024-2025 teacher salary scale pending clearance for employment by the New York State Department of Education (fingerprint initiative).

Consent Agenda –  
Personnel  
(continued)

10.8 Additional Coaches for the 2024-2025 School Year

- a. Appoint Jason T. Green, Varsity Girls Winter Track Coach for the 2024-2025 school year, at \$4,154.50
- b. Appoint Bryan Knipfing, Junior High Spring Track Coach for the 2024-2025 school year, at \$2,842.84

Before voting, President Lynch noted that 10.1 should read, “...ten (10) hours per week” (not per day).

Motion carried unanimously

Consent Agenda -  
Program

**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 actions: 11.1 – 11.6:

11.1 CSE/CPSE/504 Recommendations for the 2024-2025 School Year

- a. Committee on Special Education
- b. Committee on Preschool Special Education
- c. 504 Committee

11.2 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 2024-2025 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.

11.3 Second Reading & Possible Adoption of Policies

- a. Policy #1336 – Duties of the Extraclassroom Activity Fund Central Treasurer and Accountants/External Auditors
- b. Policy #5520 – Extraclassroom Activity Fund
- c. Policy #5660 – Meal Charging and Prohibition Against Meal Shaming
- d. Policy #7221 – Participation in Graduation Ceremonies and Activities
- e. Policy #7470 – Student Government

11.4 First Reading of Policies

- a. Policy #5411 – Procurement of Goods and Services
- b. Policy #5681 – School Safety Plans
- c. Policy #5683 – Evacuation, Lockdown, and Emergency Dismissal Drills
- d. Policy #5840 – Artificial Intelligence (AI)
- e. Policy #7220 – Graduation Requirements

11.5 Policies to be Deleted

- a. Policy #1512 – Agenda Format (matter of procedure)
- b. Policy #1710 – Quorum (addressed in another policy)
- c. Policy #2120 – Use of Parliamentary Procedure (addressed in another policy)
- d. Policy #2310 – Membership in Associations (matter of procedure)
- e. Policy #3220 – Public Expression at Meetings (addressed in another policy)
- f. Policy #3250 – Parent Teacher Student Association (matter of procedure)

- g. Policy #3430 – Statewide Uniform Violent Incident Reporting System (matter of procedure)
- h. Policy #4410 – Professional Development Opportunities (addressed in another policy)
- i. Policy #5150 – Contingency Budget (addressed in another policy)
- j. Policy #5330 – Budget Transfers (addressed in another policy)
- k. Policy #6440 – Negotiations (matter of procedure)
- l. Policy #6460 – Jury Duty (addressed in another policy)
- m. Policy #6510 – Health Insurance (matter of procedure)
- n. Policy #6520 – Workers Compensation (matter of procedure)
- o. Policy #6560 – Employee Assistance Program (matter of procedure)

*Consent Agenda –  
Program  
(continued)*

11.6 2025-2026 Budget Calendar

- a. Approve the 2025-2026 Budget Calendar

Motion carried unanimously

*Consent Agenda -  
Finance*

**Finance**

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 Finance actions: 12.1 – 12.4:

12.1 Financial Reports

- a. Treasurer’s Report – September 2024
- b. Extra Class Report – September 2024
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Claims Auditor’s Report – October 2024

12.2 Budget Transfers & Journal Entries

- a. Accept and approve the Budget Transfers and Journal Entries for the period of October 8, 2024 through November 5, 2024, that in accordance with Board Policy, the Superintendent has approved as well as the transfers that need specific Board approval

12.3 Corrective Action Plan

- a. Accept the Superintendent’s Audit Corrective Action Plan from the audit management letter for the period ending June 30, 2024, as required by regulations of the State Education Department Commissioner.

12.4 Amend Motion

- a. Amend the motion of October 15, 2024 from:

WHEREAS, the Board of Education of the Shelter Island Union Free School District is desirous of funding certain reserves allowable by law using fund balance in order to save money and plan for expenses in future fiscal years; therefore,

BE IT RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby funds the existing Repair Reserve established pursuant to General Municipal Law Section 6-P by excess fund balance from the 2023-2024 fiscal year in an amount of \$229,673.00.

to:

WHEREAS, the Board of Education of the Shelter Island Union Free School District is desirous of funding certain reserves allowable by law using fund balance in order to save money and plan for expenses in future fiscal years; therefore,

BE IT RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby funds the existing Repair Reserve established pursuant to General Municipal Law Section 6-P by excess fund balance from the 2023-2024 fiscal year in an amount of **\$219,199.00**.

Motion carried unanimously

**Business**

A motion was made by Margaret Colligan, seconded by Dawn Hedberg, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Business actions: 13.1 – 13.2:

13.1 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Liberty Lawn and Landscape, LLC of Shelter Island, NY, for snow removal services, in the amount of \$8,500. The term of said agreement shall be December 1, 2024 through April 30, 2025; 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 Elegant Limousine of Medford, NY, for transportation to the Broadway Field Trip on March 6, 2025, in the amount of \$2,380; 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 New York Therapy Placement Services, Inc., of Port Jefferson Station, NY, for student services. The term of said agreement shall be July 1, 2024 through June 30, 2025; and authorize the Board President to execute said agreement.
- d. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Starlet PR, LLC, of New York, NY, for media relations and marketing services. The term of said agreement shall be November 15, 2024 through June 15, 2025; and authorize the Board President to execute said agreement.

13.2 Donation & Budget Transfer

- a. Authorize the Shelter Island School District to accept a donation of \$2,000 from the Shelter Island Presbyterian Church for College Visits; and authorize an increase to the budget line of Field Trip Fees, A.2110.419.00.0000 in the same amount.

Motion carried unanimously

At this time, referring to 13.2, President Lynch thanked Ms. Ellen Gove and the Presbyterian Church for their continued support of our students.

**Facility**

A motion was made by Katherine Rossi-Snook, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Facility action: 14.1:

14.1 Excess and Donation of Chairs

- a. Excess three hundred (300) white folding chairs that are no longer needed and approve the donation of said chairs from the Shelter Island Union Free School District to the Shelter Island Historical Society.

Motion carried unanimously

**Items for Consideration – None**

**Old Business – None**

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

Mr. Todd Gulluscio congratulated our Fall teams on a job well done and announced that the Junior High Winter season has already started and the High School Winter season begins next week.

Mr. Gulluscio shared that the number of meals being served in the Cafeteria continue to increase a great deal over the number of meals served last year. He also shared that on the half days prior to Thanksgiving Recess, students will be provided with meals should they want to take them home, and he is working on a program that would provide free meals to our students participating in our summer school program.

Mr. Gulluscio thanked School Resource Officer Gomez who gave a very informative presentation at last month's Opioid Speaker Series and noted that the final installment of the series will be held tomorrow with Richard Jensen who will speak about his life story of overcoming addiction that became famous with an Emmy winning "30 for 30" episode on ESPN.

Mr. Gulluscio stated that last year's Summer Activities Fair was a great success and this year they are adding to it by offering community service opportunities. This year's Fair will take place on Tuesday, January 28, 2024, at 5:30 pm, in the Gymnasium.

In closing, Mr. Gulluscio shared some details for the Strategic Plan – School Wide Service Project, "Day of Gratitude." Mr. Gulluscio explained that students and staff will split up into different groups to do service projects in various sectors of the community, such as Police, Fire, EMS, Senior Center, Churches, etc. The specific projects will be based on the age and ability of the students. As a culmination of the event, everyone will gather back at the school to have lunch together. The event is tentatively set for Tuesday, April 22, 2025, the day we get back from Spring Recess.

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

Ms. Jennifer Rylott presented the New York State Education Department's plan for new graduation requirements; noting that this is only a proposal and nothing is final until it is adopted by the Board of Regents. Ms. Rylott explained that there are four (4) Transformations – Adopt a New York State Portrait of a Graduate, Redefine Credits and Learning Experiences, Sunset Diploma Assessment Requirements, and Move to One New York State High School Diploma. For each transformation there are challenges and opportunities. Common challenges include: funding; providing consistency and equity; maintaining accountability and rigor. The opportunities are: increased flexibility; more personalized learning; multiple pathways to graduation; and increased student engagement. Ms. Rylott went on to explain that as far as Sunset Diploma Assessment Requirements, this does not mean that students can't use Regents exams as a pathway to graduation. It just won't be the only pathway. Ms. Rylott stated that there are currently three (3) different diploma types and while the State will be moving to one type, students will still be able to earn additional seals/endorsements. In closing, Ms. Rylott referred to, "Exemptions from Diploma Assessment Requirements for Major Life Events" which is supposed to be effective June 2025. Ms. Rylott explained that the State did not provide any guidance as to what criteria they would be using for this and stated that she hoped it would be announced sooner rather than later.

### **Superintendent's Report**

Dr. Doelger reported about the following.

- Shelter Island School District is receiving a \$250,000 grant from Fred Thiele and New York State for our security project. Fred Thiele has been a longtime friend of the district and he advocated for us until the very end. We are the last capital project that his office is giving out before he retires.
- Dr. Doelger had the honor of attending the Veterans Day service at the Shelter Island Legion yesterday. It was a beautiful ceremony and our students did a wonderful job singing the national anthem.
- Superintendent's Conference Day was great. We had a very informative opening meeting and then had our different departments work on curriculum. At the end of the day, Nurse Mary offered a CPR course to many of our employees as well.
- The District advocated for free FIT Center membership for students who attend the Shelter Island School and we hope to see it happen as soon as possible.
- The Superintendent's Association met with Stony Brook University Hospital. They are looking to team up with districts to provide mental health. Dr. Doelger is pursuing this and also pointed out that it may be an effort that our whole community, not just students, could benefit from.
- The Inlet, our school newspaper, is starting to publish a newsletter, The Tide Report, every two weeks. This is great news! The first one went out today.
- It was a beautiful Halloween at every level at the school. Also, the town did a wonderful job with the parade and our PTSA Trunk or Treat was awesome!
- There was a PTSA meeting where our students of the month were honored.
- The whole school lined up outside as George Strom, a WWII Veteran and frequent visitor of the school, drove by on his farewell drive off of the island to his retirement home in Virginia.

### **Board Member Reports**

Katherine Rossi-Snook reported that she ran a successful eel grass project with the Shelter Island Science Club. Ms. Rossi-Snook also shared that she connected Mr. James Theinert and Arielle Gardner of Sylvester Manor so they could work on a future externship program.

*Board Member  
Reports*

*Visitor Questions*

*Adjournment*

**Visitor Questions - None**

**Adjournment**

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

Motion carried unanimously.

The meeting adjourned at 7:43 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, 2024, at 6:00 pm, in the Conference Room.