

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

BUDGET / REGULAR MEETING
January 13, 2025

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

Others Present: Dr. Brian Doelger, Superintendent; Jennifer Rylott, Assistant Superintendent; Jacqueline Dunning, District Clerk; Deborah Vecchio, District Treasurer; Lionardo Napoles, Student Liaison Alternate; Julie Lane, Shelter Island Reporter; 4 faculty/staff/student and 4 community residents

Absent: Karina Montalvo; Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness and Personnel

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

Executive Session

A motion was made by Katherine Rossi-Snook, seconded by Anthony J. Rando, 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

Katherine Rossi-Snook 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.

Public Hearing on Proposed Use of the 2020 Repair Reserve

At this time, President Lynch read the following:

We will conduct a public hearing on the proposed use of the 2020 Repair Reserve. I therefore declare this hearing open at 6:03 pm. If there are no objections from my fellow Board Members, I will offer the floor to Buildings & Grounds Manager Michael Dunning, and Walter Brigham, the District’s IT/Data Protection Officer.

Mr. Dunning and Mr. Brigham presented the proposed District Security Upgrade Project which would include three phases scheduled to take place within a three-year period. Phase One would take place immediately with a completion date by August 2025. This phase would include installation of wiring infrastructure, purchase of equipment/hardware and licensing, installation of camera system, installation of alarm hubs, installation of exterior door controllers and submission of plans to New York State Education Department as necessary. The cost of Phase I would be \$201,499.74 and since it would be funded by the Repair Reserve there would be no additional cost to the taxpayers.

At this time, Ms. Lynch stated the following.

“Thank you, Mr. Dunning and Mr. Brigham. Are there any members of the Board of Education who have questions or wish to make comments?”

Board Member, Anthony J. Rando asked since the security project will be phased in over a three year period, is there any concern that the technology will advance too quickly, therefore rendering obsolete the work being done now. Mr. Walter Brigham explained that this system was specifically chosen because the integrated technology provides a modern infrastructure.

Vice President, Katherine Rossi-Snook asked how much money would be left in the Repair Reserve once this expenditure was made. Dr. Doelger stated that the Reserve would only have a little money left in it, but each year we are able to fund the Repair Reserve with budgeted monies that weren’t spent.

Call to Order

Executive Session

Pledge of Allegiance

Mission Statement

Public Hearing on Proposed Use of the 2020 Repair Reserve

President Lynch stated that she and her colleagues on the Board of Education would like to invite anyone in the public to express any comments or questions about this proposed use of the 2020 Repair Reserve. (There were no public comments or questions.)

Ms. Lynch asked her colleagues on the Board if they have anything they would like to add? (Nothing more was added.)

Seeing that no one else wishes to participate, I would like to ask for a motion to approve and/or accept the following action: 5.1

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

5.1 Use of 2020 Repair Reserve

WHEREAS, on Monday, January 13, 2025, the Board of Education of the Shelter Island Union Free School District held a duly advertised public hearing to examine the plans to expend the sum of \$201,499.74 from the 2020 repair reserve fund for the purpose of security upgrades.

WHEREAS, the Board of Education is desirous of seeing these repairs take place using funds as described herein; now, therefore be it

RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby Authorizes an increase to the 2024-2025 budget, in the Plant Operations Contractual line A.1620.400.00.0000, in an amount not to exceed \$201,499.74, to be offset by the 2020 Reserve for Repair, pursuant to General Municipal Law Section 6-d; and be it further

RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby authorizes the President of the Board of Education and the Superintendent to sign any necessary contracts with vendors and service providers to effectuate these projects.

Motion carried unanimously.

I hereby declare this hearing closed at 6:21 pm and we will move on to the budget adoption and regular business portions of the meeting.”

2025-2026 Budget Presentation

Dr. Doelger welcomed everyone to the first presentation to be held in preparation of the 2025-2026 school budget. The theme for this year’s budget is “Safety First, Smart Spending, and Achieving Excellence: A Foundation for Success!” To begin, Dr. Doelger shared some of the many accomplishments of the 2024-2025 school year. These accomplishments included, but are not limited to the following.

- Ongoing Substantial Progress – 2024 US News & World Best High School (Top 18%) and Niche.com Best College Prep (reached Top 15%)
- Sustained Continuous Improvement – State Exams in English Language Arts and Mathematics
- Continuous Exceptional Performance – Regents Exams
- Ongoing Expansion of Offerings – College Level Courses
- Implementing Innovative English Language Arts, Math and Science Curriculum – Year 3
- Rolling Out Strategic Plan for the District – Year 2
 - Focus on Next Generation Learning Standards
 - Increase Availability of Subs
 - School-Wide Service Project
 - Increase Parental Involvement
 - Increase Outreach to ENL Community

The topics presented at this meeting were as follows.

- Budget Formation Process
- District Administration Budget Goals
- Budgeting Basics
- Budgeting Challenges

- How Are Salary Costs Calculated?
- Board of Education, District Clerk, Annual Meeting
- Central Administration and Support
- Proposed Budget: Board of Education, Central Administration and Support
- How Are Pension Costs Calculated?
- Pension System Costs
- How Are Health Insurance Costs Calculated?
- Where are Health Insurance Costs Heading?
- Health Insurance Costs
- Next Steps in Budget Process

2025-2026
Budget
Presentation
(continued)

Dr. Doelger reviewed the schedule of dates and topics for the remaining 2025-2026 school budget meetings, and noted that all the meetings will begin at 6:00 pm, in the conference room. The schedule is as follows.

- February 10, 2025 – Budget Presentation
- February 25, 2025 – Budget Presentation & Tax Levy Limit
- March 10, 2025 – Budget Overview & Adjustments
- April 7, 2025 – Budget Adoption by the Board of Education
- May 12, 2023 – Budget Hearing at Board of Education Meeting
- May 20, 2023 – Budget Vote, 12:00 pm – 9:00 pm, School Gymnasium

Dr. Doelger opened the floor to questions of which there were none.

Visitor Questions (specific to the agenda) - None

Visitor
Questions

Consent Agenda

A motion was made by Katherine Rossi-Snook, seconded by Anthony J. Rando, BE IT RESOLVED THAT: The Board hereby approves the following:

Consent
Agenda –
Approval of
Minutes

- 8.1 Approval of Minutes
 - a. Regular Meeting of December 9, 2024

Motion carried unanimously.

Correspondence – None

Correspondence

Student Liaison Report

Lionardo Napoles, Student Liaison Alternate, was excited to report that the Reindeer Games event held on the Friday before Winter Break, was amazing. Mr. Napoles stated that Student Council would like to keep the same format which allowed students to move around the building and out in the community. Mr. Napoles shared that the luncheon at the Center Firehouse was amazing and he thanked the Cafeteria Staff for making lasagna. In closing, Mr. Napoles thanked the Shelter Island Public Library staff, specifically Sara Garcia and Mary Theinert, who created an amazing breakout room for the Reindeer Games event.

Student Liaison
Report

Presentations

Presentations

December 2024 Employee of the Month

Dr. Doelger announced Mr. Christopher Conrardy as the December 2024 Employee of the Month and presented him with a certificate. Dr. Doelger stated that whenever anyone asks Mr. Conrardy to do something, he always says, yes. Dr. Doelger was proud to share that Mr. Conrardy has a lot of credibility in the community and people reach out to him directly to see if he could help them out. In closing, Dr. Doelger stated that Mr. Conrardy is a wonderful teacher who is loved by the students and staff.

Mr. Conrardy noted that everyone has been so supportive of him from the moment he got here. He stated that everyone always describes Shelter Island School as a special place and it really is. Mr. Conrardy thanked everyone for the honor and stated that he is so happy to be a part of the Shelter Island School.

President Lynch congratulated Mr. Conrardy and stated that he was a great choice for Employee of the Month. Ms. Lynch added that she was on the hiring committee when Mr. Conrardy was hired and she was impressed from day one.

Personnel

A motion was made by Tracy McCarthy, seconded by Katherine Rossi-Snook, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 12.1 – 12.9

- 12.1 Additional Schedule C Position for the 2024-2025 School Year
 - a. Appoint Alyssa Prior as 11th Grade Co-Advisor for the 2024-2025 school year, effective January 14, 2025, at \$535.33.
- 12.2 Abolish Schedule C Position
 - a. Abolish the School Play Instrumental Music Director, Level III position from salary Schedule C – Non Athletics.
- 12.3 New Schedule C Position
 - a. Approve the addition of the position of School Play Choreographer, at a salary of \$2,141.32, Level III of salary Schedule C – Non Athletics.
- 12.4 Amend Motion
 - a. Amend the motion of November 12, 2024 from:

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.

to:

Approve Jacqueline Sperling, Special Education Teacher, to teach six (6) extra periods on a bi-weekly basis from November 12, 2024 through **December 18, 2024**, at a rate of **\$762.00**.
- 12.5 Agreement
 - a. BE IT RESOLVED, that the Board of Education of Shelter Island Union Free School District, having received and reviewed a Agreement and General Release concerning an instructional employee known to the Board, hereby approves such Agreement and General Release and authorizes and directs the Superintendent of Schools and Board of Education President to execute such Agreement on behalf of the Board.
- 12.6 Additional Substitute Teacher for the 2024-2025 School Year at \$125 per Day
 - a. Lydia Shepherd
 - b. Robert Strauss
- 12.7 Sick Days
 - a. Approval to accept thirty (30) sick days donated by members of the Shelter Island Faculty Association to the Shelter Island Union Free School District; and transfer all thirty (30) sick days to Elizabeth Eklund, as a member of the Shelter Island Faculty Association, due to extenuating circumstances.
- 12.8 Leave Replacement
 - a. Appoint Kelsey Northcote as an Elementary Teacher Leave Replacement, effective January 6, 2025 through February 11, 2025, at a salary of \$69,972, prorated to \$8,836.00, Step 1 MA of the 2024-2025 teacher salary scale.
- 12.9 Extra Teaching Periods
 - a. Approve Maggie Manarel to teach ten (10) extra periods on a bi-weekly basis from January 6, 2025 through January 31, 2025, at a rate of \$1,402.22.
 - b. Approve Janine Mahoney to teach ten (10) extra periods on a bi-weekly basis from January 6, 2025 through January 31, 2025, at a rate of \$2,172.92.
 - c. Approve Jennifer Gulluscio to teach five (5) extra periods on a bi-weekly basis from January 6, 2025 through January 31, 2025, at a rate of \$1,176.13.

- d. Approve Debra Sears to teach five (5) extra periods on a bi-weekly basis from January 6, 2025 through January 31, 2025, at a rate of \$967.88.

Motion carried unanimously.

*Consent
Agenda –
Personnel*

Program

A motion was made by Katherine Rossi-Snook, seconded by Dawn Hedberg, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program action: 13.1 – 13.2

*Consent
Agenda –
Program*

13.1 CSE Recommendations for the 2024-2025 School Year

- a. Committee on Special Education

13.2 Second Reading and Adoption of Policy

- a. Policy #1330 – Appointments and Designations by the Board
- b. Policy #1510 – Regular Board Meetings and Rules (Quorum and Parliamentary Procedure)
- c. Policy #1611 – Business of the Annual District Election
- d. Policy #1620 – Annual Organizational Meeting
- e. Policy #1640 – Absentee, Military, and Early Mail Ballots
- f. Policy #2110 – Orienting and Training Board Members
- g. Policy #3110 – Media/Municipal Governments/Senior Citizens
- h. Policy #3210 – Visitors to the School
- i. Policy #3271 – Solicitation of Charitable Donations
- j. Policy #3310 – Public Access to Records
- k. Policy #5661 – Wellness
- l. Policy #7110 – Comprehensive Student Attendance Policy

Motion carried unanimously.

*Consent
Agenda –
Finance*

Finance

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 Finance actions: 14.1 – 14.2

14.1 Financial Reports

- a. Appropriations Status Report
- b. Revenue Status Report
- c. Claim Auditor’s Report – November 2024
- d. Payroll Audit Report – November 2024
- e. Payroll Audit Report – December 2024

14.2 Budget Transfers & Journal Entries

- a. Accept and approve the Journal Entry Report for the period of December 3, 2024 through January 7, 2025, that in accordance with Board Policy, the Superintendent has approved, as well as the transfers that require specific Board approval.

Motion carried unanimously.

Business

A motion was made by Tracy McCarthy, seconded by Katherine Rossi-Snook, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Business actions: 15.1

*Consent
Agenda --
Business*

15.1 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Hampton Jitney of Calverton, NY, for transportation to the Grades 9-12 New York City Field Trip, on April 1, 2025, at a cost of \$5,566.00; 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 Adventure Tours – Long Island of Ronkonkoma, NY, for transportation to the Music Festival Field Trip at Splish Splash Water Park, on June 7, 2025, at a cost of \$3,045.00; and authorize the Board President to execute said agreement.

Motion carried unanimously.

*Consent
Agenda --
Business
(continued)*

Facility

*Items for
Consideration*

Old Business

*Dir. of Athletics,
PE, Health,
Wellness, &
Personnel Report*

*Assistant
Superintendent
Report*

*Superintendent
Report*

Facility – None

Items for Consideration – None

Old Business - None

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

Assistant Superintendent Report

Ms. Jennifer Rylott provided the Board of Education with a curriculum update which included the following.

- Ms. Christina Lesh of Lesh EDvantage Consulting, LLC, a professional development firm, held a parent focus group meeting for science on Thursday, January 9, 2025. Five (5) parents signed up and two (2) attended. A parent survey was also shared with families to provide those who were not able to attend the focus group meeting with an opportunity to provide feedback. A student survey will also be forthcoming.
- Ms. Lesh will be back in the district in two weeks and will continue with the Science Curriculum Review process. She will also be working with the Elementary Teachers on our literacy curriculum.
- Ms. Rylott attended a New York State Education Department conference on Pre-Kindergarten through Grade 3 Literacy Instructional Best Practices. As per a new New York State Education Law, all school districts will be required to review their literacy curriculum in grades Pre-Kindergarten through Grade 3 by September 2025. The purpose of the conference was to provide school districts with an evidence-based guide to use when reviewing local school district literacy curriculum and instruction for evidence- and scientifically-based reading instruction. The good news is our District is in more than good shape when it comes to this review process since our new EL curriculum hits all the marks with what the State wants to see. Ms. Lesh will also be working with our Pre-Kindergarten teachers to review what they are currently using in the classroom so we will have no problem when it comes to this new mandate. Ms. Rylott believes we are in much better shape than most districts because of all the work we have done over the last several years.

Superintendent's Report

Dr. Doelger wished everyone a Happy New Year and stated that he looks forward to this being the best year yet at the Shelter Island School.

Dr. Doelger stated that he is very happy with the work Michael Dunning and Walter Brigham have put into the district's school security upgrade and noted that they have attended countless meetings and did their due diligence.

Dr. Doelger shared that he met with two New York State Deputy Commissioners of Education last week to talk about graduation requirements and he learned they are sunsetting the Regents requirement within the next couples of years.

Dr. Doelger congratulated Student Council Co-Advisors, Mr. Sean Brennan and Mr. James Theinert, and the members of the Student Council for running a great Reindeer Games event right before the Winter Break.

Dr. Doelger also recognized our Winter athletes, with a specific shout out to the Junior High Girls Volleyball team who won four (4) games last week. Dr. Doelger also noted that the Varsity Boys Basketball team also had an impressive victory.

In closing, Dr. Doelger shared a few important dates – Wellness Committee meets tomorrow at 3:00 pm, school is closed on Monday, January 20th in observance of Martin Luther King, Jr. Day, and Spirit Week will be held from January 21, 2025 through January 24, 2025.

Board Member Reports

Ms. Katherine Rossi-Snook reported that she was a judge at the Science Fair on December 13, 2024 and everyone did a great job.

Visitor Comments

Parent, Molly Kendall, admitted that she didn't know who Mr. Conrardy was before tonight. Ms. Kendall thanked him because her daughter brings home incredibly cool things that she made in his class.

Mr. Sean Clark, on behalf of the American Legion, asked the Board of Education to consider adopting a tax exemption for Veterans. Mr. Clark noted that local Fire Department and Emergency Medical Services volunteers already receive an exemption. In closing, Mr. Clark mentioned that the deadline for adopting this exemption to take place in 2026 is March 1, 2025 so the Board of Education would need to vote on it at the next Board Meeting. The members of the Board Education all appeared to be in favor of approving the Veterans Tax Exemption. Dr. Doelger stated that he would look into this and hopefully have it ready in time for the February 10, 2025 agenda.

Adjournment

A motion was made by Katherine Rossi-Snook, seconded by Tracy McCarthy, BE IT RESOLVED THAT: The Board of Education hereby adjourns the meeting.

Motion carried unanimously.

The meeting adjourned at 7:05 pm.

Jacqueline Dunning
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday, February 10, 2025, at 6:00 pm, in the Conference Room.

Board Member Reports

Visitor Comments

Adjournment