

**Shelter Island School Board of Education
Monday, March 10, 2025**

**Executive Session, 5:00 pm
Budget Presentation & Regular Meeting, 6:00 pm
Conference Room**

Kathleen M. Lynch, President * Katherine Rossi-Snook, Vice President

Margaret Colligan Dawn Hedberg Tracy McCarthy Karina Montalvo Anthony J. Rando

1. Call to Order

2. Executive Session – *It is expected that the Board of Education will enter Executive Session prior to this scheduled public meeting, to discuss the employment of particular individuals in the District.*

3. Pledge of Allegiance

4. Shelter Island School Mission Statement – Engage, Explore, Empower

The following statement will be read:

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.

5. Budget Presentation

- 5.1 2025-2026 Budget Presentation
 - a. Budget Overview

6. Visitor Questions (Specific to the agenda)

7. Correspondence

- a. Email received February 12, 2025 from community member pertaining to a proposition for extending the mileage for transportation to non-public schools.
- b. Letter received February 28, 2025 from American Legion Mitchell Post #281 thanking the Board of Education for adopting the veterans tax exemption resolution.
- c. Letter received February 28, 2025 from ESBOCES Board Candidate seeking re-election.

8. Student Liaison Report

9. Presentations

- 9.1 Presentation Not Requiring Approval
 - a. February 2025 Employee of the Month: Kerri Knipfing
 - b. Johanna Kaasik & Jaxson Rylott re: National Honor Society Update
 - c. Christina Lesh re: Curriculum Update
 - d. Walter Brigham & Michael Dunning re: Demo of First Phase of Security Project

10. Consent Agenda – The Board President may seek a motion to approve and/or accept the following agenda items –

- 10.1 Approval of Minutes
 - a. Budget/Regular Meeting of February 10, 2025
 - b. Budget Presentation Meeting of February 25, 2025

11. Personnel - The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Personnel Action: 11.1 – 11.3

- 11.1 Resignation of Personnel
 - a. Accept the resignation of Jeremy Stanzione, Network Technician, effective March 21, 2025

11.2 Unpaid Medical Leave of Absence

- a. Approve an unpaid medical leave of absence for Elizabeth Eklund, effective March 4, 2025 through May 12, 2025.

11.3 Leave Replacement

- a. Appoint Kelsey Northcote as an Elementary Teacher Leave Replacement, effective March 4, 2025 through May 12, 2025, at a salary of \$69,972, prorated to \$14,905.66, Step 1 MA of the 2024-2025 teacher salary scale.

12. Program – The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Program Action: 12.1

12.1 CSE and CPSE Recommendations for the 2024-2025 School Year

- a. Committee on Special Education
- b. Committee on Pre-School Special Education

13. Finance – The Board President requests a motion to approve and/or accept the recommendations of the Superintendent on the following Finance Actions: 13.1 – 13.2

13.1 Financial Reports

- a. Treasurer’s Report – January 2025
- b. Extra Class Report – January 2025
- c. Appropriations Status Report
- d. Revenue Status Report
- e. Claims Audit Report – February 2025
- f. Payroll Audit Report – February 2025

13.2 Journal Entries

- a. Accept and approve Journal Entries for the period of February 6, 2025 through March 4, 2025, that in accordance with Board Policy, the Superintendent has approved.

14. Business – The Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Business Action: 14.1 - 14.2

14.1 Contracts

- a. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Comprehensive Therapy Services, PLLC, of Sag Harbor, NY, for student services. The period of said agreement is July 1, 2025 through June 30, 2026; 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 Cummins Sales & Service, of Bronx, NY, for generator maintenance, at a cost of \$3,535.90. The term of said agreement shall be retroactive to July 1, 2024 through June 30, 2025; and authorize the Board President to execute said agreement.

14.2 Joint Bidding

- a. WHEREAS, various educational and municipal corporations located within the State of New York desire to bid jointly for generally needed services and standardized supply and equipment items; and
WHEREAS, the Shelter Island Union Free School District, an educational/municipal corporation (hereinafter the “Participant”) is desirous of selectively participating with other educational and/or municipal corporations in the State of New York in joint bidding in the areas mentioned above pursuant to General Municipal Law § 119-o and Education Law Section 1950; and
WHEREAS, the Participant is a municipality within the meaning of General Municipal Law § 119-n and is eligible to participate in the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter Eastern Suffolk BOCES) Joint Municipal Cooperative Bidding Program (hereinafter the “Program”) in the areas mentioned above; and
WHEREAS, the Participant acknowledges receipt of the Program description inclusive of Eastern Suffolk BOCES’ standard bid packet and the general conditions relating to said Program; and
WHEREAS, with respect to all activities conducted by the Program, the Participant wishes to delegate to Eastern Suffolk BOCES the responsibility for drafting of bid specifications, advertising for bids, accepting and opening bids, evaluating bids, awarding via Eastern Suffolk BOCES Board approval, and reporting the results to the Participant.

BE IT RESOLVED that the Participant hereby appoints Eastern Suffolk BOCES to represent it and to act as the lead agent in all matters related to the Program as described above; and

BE IT FURTHER RESOLVED that the Participant hereby authorizes Eastern Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for the Program; and

BE IT FURTHER RESOLVED that a Participant Meeting shall be held annually consisting of a representative from each Program Participant. Notice of the meeting shall be given to each representative at least five (5) days prior to such meeting; and

BE IT FURTHER RESOLVED that an Advisory Committee will be formed consisting of five to ten representatives of Program Participants for a term of three (3) years as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that the Participant agrees to pay Eastern Suffolk BOCES an annual fee as determined annually by Eastern Suffolk BOCES to act as the lead agent for the Program.

15. Facility – The Board President requests a motion to approve or accept the recommendations of the Superintendent on the following Facilities Action: 15.1 – 15.2

15.1 State Environmental Quality Review Act (SEQRA) Notice of Determination of Non-Significance

a. WHEREAS, the Board of Education of the Shelter Island UFSD is the lead agency under the State Environmental Quality Review Process for the purpose of required determinations respecting the proposed Capital Improvement Projects as follows:

- FIT Center Roof Replacement

WHEREAS, in 1995, amendments were made to the SEQRA Regulation (Part 617) to classify projects, which will be excluded from the requirements for the preparation of an Environmental Impact Statement (Type II Actions). The project mentioned above is now classified as Type II Actions as determined by 6NYCRR§617.5; and

WHEREAS, the project falls under the following categories:

- A. Routine Maintenance and Repair 6NYCRR§617.5 (c)(1): Maintenance or repair involving no substantial change in an existing facility.
- B. Replace or Rehabilitation 6NYCRR§617.5 (c)(2): replacement or rehabilitation or reconstruction of a structure of facility, in kind, on the same site, unless the work excess a threshold for a threshold for a Type I action in 6NYCRR§617.4.
- C. 6NYCRR§617.5(c)(8); 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.

THEREFORE, as the lead agency for the SEQRA determination, the above referenced project falls under Categories "A" or "B" above. The procedure for Type II Actions, with regard to the SEQRA Process for Capital Projects noted above is "No Additional Required Action under 6NYCRR§617.5(a)".

15.2 FIT Center Roof Proposition for May 20, 2025 Budget Vote & Election

a. RESOLVED BY THE BOARD OF EDUCATION OF THE SHELTER ISLAND UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, AS FOLLOWS:

Section 1. At the Annual District Meeting and Election of the qualified voters of Shelter Island Union Free School District, in the County of Suffolk, New York (the "District"), to be held on May 20, 2025, a proposition, in addition to the 2025-2026 budget, in substantially the form as hereinafter set forth shall be submitted to the qualified voters of said District. Said Propositions shall appear in the Notice of Annual District Meeting and Election to be held May 20, 2025, and the District Clerk is hereby authorized and directed to include such Propositions in said Notice by inserting therein substantially the following paragraphs:

NOTICE IS FURTHER GIVEN that the following Propositions in substantially the following form shall be presented to the qualified voters of the District at such Annual District Meeting and Election:

FIT CENTER ROOF PROPOSITION

RESOLVED:

That the Board of Education of the Shelter Island Union Free School District, in the County of Suffolk, New

York (the "District"), is hereby authorized to reconstruct the roof on the portion of the Shelter Island School commonly known as the FIT Center, at the estimated cost of \$49,823.42 and to expend said sum, or so much thereof as may be necessary, from the District's "Project F.I.T. Capital Reserve Fund", previously approved by the voters of the District on May 17, 2011, for such purpose; the foregoing to include equipment, machinery, demolition, and other work required in connection therewith, as well as preliminary costs and costs incidental thereto and to the financing thereof; and the expenditure of \$49,823.42 from the Fund for the projects set forth herein are hereby authorized and approved.

There is no impact on taxes to complete this project.

Such Propositions shall appear on the ballot labels to be inserted in the voting machines used for voting at said Annual District Meeting and Election in substantially the following form:

FIT CENTER ROOF ROPOSITION
YES NO

RESOLVED:

That the Board of Education of the Shelter Island Union Free School District, in the County of Suffolk, New York (the "District"), is hereby authorized to reconstruct the roof on the portion of the Shelter Island School commonly known as the FIT Center at the estimated cost of \$49,823.42 and to expend said sum, or so much thereof as may be necessary, from the District's "Project F.I.T. Capital Reserve Fund", previously approved by the voters of the District on May 17, 2011, for such purpose; the foregoing to include equipment, machinery, demolition, and other work required in connection therewith, as well as preliminary costs and costs incidental thereto and to the financing thereof; and the expenditure of \$49,823.42 from the Fund for the projects set forth herein are hereby authorized and approved.

There is no impact on taxes to complete this project.

16. Items for Consideration - None

17. Old Business – None

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

19. Assistant Superintendent Report

20. Superintendent Report

21. Board Member Reports

22. Visitor Comments

23. Adjournment