

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

**PUBLIC HEARING/REGULAR MEETING
August 25, 2025**

Members Present: Kathleen Lynch, Margaret Colligan, Katherine Rossi-Snook, and Dawn Hedberg

Others Present: Brian Doelger, Superintendent; Jennifer Rylott, Assistant Superintendent; Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness & Personnel (arrived at 6:07 pm); Julie Lane, Shelter Island Reporter; 1 faculty/staff/students and 1 community residents/visitors

Absent: Karina Montalvo; and Maryann Impastato, District Treasurer

The meeting was called to order at 5:00 pm by President Lynch, followed by the Pledge of Allegiance.

Margaret Colligan 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.

President Lynch stated the Board of Education will now conduct a public hearing at 5:02 p.m. on the 2025-2026 Shelter Island School District's District-Wide School Safety/Continuity of Operations Plan. Being there were no objections, President Lynch offered the floor to Dr. Doelger who will deliver a brief presentation on the plan.

Dr. Doelger stated that the plan is required by NYSED and the SAVE Law and has been established to provide for the safety, health and security of students and staff and allows for input from the community. Dr. Doelger reviewed some key points and planned changes and stated the district is way ahead of the curve regarding safety. A copy of the plan can be found on the district website.

A motion was made by Margaret Colligan, seconded by Dawn Hedberg, BE IT RESOLVED THAT: The Board of Education hereby approves the following action: 4.1:

- 4.1 WHEREAS, on Monday, August 25, 2025, the Board of Education of the Shelter Island Union Free School District held a duly advertised public hearing to examine the 2025-2026 Shelter Island School District's District-Wide School Safety/Continuity of Operations Plan.

WHEREAS, the Board of Education is desirous in approving and adopting this plan; now, therefore be it

RESOLVED, that the Board of Education of the Shelter Island Union Free School District hereby approves and adopts the 2025-2026 Shelter Island School District's District-Wide School Safety/Continuity of Operations Plan.

Motion carried unanimously

President Lynch declared the meeting closed at 5:18 p.m. The regular business portion of the meeting commenced.

Visitor Questions – None

A motion was made by Dawn Hedberg, seconded by Anthony J. Rando, BE IT RESOLVED THAT: The Board hereby approves the following:

- 6.1 Approval of Minutes
a. Re-Organizational Meeting of July 14, 2025
b. Special Meeting of July 30, 2025

Motion carried unanimously.

Correspondence

President Lynch acknowledged receipt of a letter of resignation from Board Member, Tracy McCarthy and a letter from Shelter Island Public Library Director, Terry Lucas requesting a special meeting of the voters of the school district to be scheduled for Saturday, October 25, 2025.

*Call to Order
and Pledge of
Allegiance*

*Mission
Statement*

Public Hearing

*Visitor
Questions*

*Consent Agenda
– Approval of
Minutes*

Correspondence

At this time, President Lynch asked her fellow Board Members to give thought to the options available to them with the resignation of Tracy McCarthy. President Lynch explained that Ms. McCarthy's term ends on June 30, 2026 and offered two options – keeping the seat open until the May 2026 vote/election or advertising for a candidate who would be interviewed and appointed by the Board. Ms. Lynch then offered a third option -- going down to a five (5) person board. Ms. Lynch stated that since there is never a split vote, she believes a Board of six (6) members until the May 2026 vote would be safe. The members who were present shared their thoughts and all agreed that this will need to be discussed at the next meeting when Board Member Karina Montalvo is present.

*Correspondence
(continued)*

A motion was made by Margaret Colligan, seconded by Dawn Hedberg, BE IT RESOLVED THAT: The Board hereby accepts the following agenda item: 7.1

7.1 Resignation of Board Member

Accept the resignation of Tracy McCarthy from the position of Board of Education Member, effective August 18, 2025

*Resignation of
Board Member*

Motion carried unanimously.

Each member of the Board of Education expressed their appreciation and admiration of Ms. Tracy McCarthy and all that she brought to the Board of Education.

Presentations

Terry Lucas, Shelter Island Public Library Director was in attendance and requested the Board of Education approve a special meeting of the voters of the school district to be scheduled for Saturday, October 25, 2025 for the purpose of voting on the library's 2026 operating budget.

Presentations

A motion was made by Margaret Colligan, seconded by Anthony J. Rando, BE IT RESOLVED THAT: The Board hereby approves the following agenda item: 8.1

8.1 2026 Library Budget Vote

Approve a special meeting of the voters of the school district be schedule for Saturday, October 25, 2025, pursuant to the request of the Board of Trustees of the Shelter Island Public Library, for the purpose of voting on the library's 2026 operating budget and that the District Clerk be and hereby is directed to take all such steps as are necessary to conduct said special meeting. (Note: due to renovations at the Shelter Island Public Library, this vote will take place at the Shelter Island School Conference Room)

Motion carried unanimously.

Personnel

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 Personnel action: 9.1- 9.10

*Consent Agenda
-- Personnel*

9.1 Permanent Substitute Aide for the 2025-2026 School Year

a. Appoint Cecilia Surerus, as Permanent Substitute Aide, for three (3) days a week, at a rate of \$125 per day, and grant three (3) sick days, effective September 2, 2025 through June 26, 2026

9.2 Mentor/Mentee for the 2025-2026 School Year, at a rate of \$1,500 per Shelter Island Faculty Association Contract

a. Lauren Farkas/Kathleen Springer
b. Daniel Williams/Avery Zumpol

9.3 Training Compensation

a. Approve Deborah Vecchio for payroll training for the 2025-2026 school year, at a rate of \$100.00 per hour; not to exceed 20 hours.

9.4 Amended Agreements

a. BE IT RESOLVED THAT: The Board of Education hereby approves the amended agreement between it and Dr. Brian Doelger, and

BE IT FURTHER RESOLVED THAT: The Board of Education hereby authorizes the Board President to execute said agreement.

9.5 Substitute Teacher for the 2025-2026 School Year, at \$125 Per Day

- a. Marian McEnroe
- b. Stephanie Clark
- c. Melissa Frasco
- d. Stephanie Sareyani
- e. Mary Theinert

9.6 Substitute Aides for the 2025-2026 School Year, at \$110 Per Day

- a. Kaitlyn Gulluscio
- b. Hayden Rylott

9.7 Substitute Nurse for the 2025-2026 School Year, at \$125 Per Day

- a. Stacey Kehl

9.8 Additional Coach for the 2025-2026 School Year

- a. Peter Miedema, Junior High Soccer Coach, \$3,036.85

9.9 Amend Motion

- a. Amend the motion of July 14, 2025 from:

Appoint Catherine Brigham, 11th Grade Advisor for the 2025-2026 school year, at \$2,184.14.
to:

Appoint Catherine Brigham **and Lynne Colligan**, 11th Grade **Co-Advisors** for the 2025-2026 school year, at **\$1,092.07 each**.

9.10 Extra Teaching Periods

- a. Approve Sean Brennan, Social Studies 7-12 Teacher, to teach one (1) extra period per day from September 2, 2025 through January 28, 2026, at a rate of \$9,776.17

Motion carried unanimously

Program

A motion was made by Dawn Hedberg, seconded by Anthony J. Rando, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Program action: 10.1 – 10.4

10.1 District Special Education Plan

- a. Approve the updated Shelter Island School District Special Education Plan: July 2025 - July 2027

10.2 CSE/CPSE Recommendations for the 2025-2026 School Year

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

10.3 Enrollment of Non-Resident Student

- a. Approve the enrollment of a non-resident, elementary student, at a cost of \$4,000 for the 2025-2026 school year.

10.4 Designee for Signing Eastern Suffolk BOCES Paperwork

- a. Approve Jennifer Rylott, Assistant Superintendent, as designee to sign Eastern Suffolk BOCES paperwork on behalf of the Superintendent; on an as needed basis.

Motion carried unanimously.

Finance

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 Finance actions: 11.1 – 11.2

11.1 Financial Reports

- a. Treasurer's Report – June 2025
- b. Extra Class Report – June 2025
- c. Appropriations Status Report

- d. Revenue Status Report
- e. Claims Auditor Report – June 2025
- f. Claims Auditor Report – July 2025
- g. Payroll Audit Report – June 2025
- h. Payroll Audit Report – July 2025

Consent Agenda
– Finance
(continued)

11.2 Budget Transfers & Journal Entries

- a. Accept and approve the Budget Transfers and Journal Entries for the period of July 4, 2025 through August 18, 2025, that in accordance with Board Policy, the Superintendent has approved, as well as any transfers that need Board specific approval.

Motion carried unanimously.

Business

Consent Agenda
– 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: 12.1 – 12.2

12.1 Contracts

- a. Approve the maintenance agreement between the Board of Education of the Shelter Island Union Free School District and CCI Voice for telephone services, at a cost of \$3,244.00. The term of said agreement shall be July 1, 2025 for a term of one (1) year; 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 Mattituck-Cutchogue Union Free School District for student services. The term of said agreement shall be July 1, 2025 through June 30, 2026; and authorize the Board President to execute said agreement.
- c. Approve the final Eastern Suffolk BOCES contract for services in the 2024-2025 school year, at a final cost of \$324,033.47, which includes all services that were necessary to meet the needs of the District, 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 Bridgehampton Union Free School District, for student services. The term of said agreement shall be retroactive to July 1, 2025 through June 30, 2026; and authorize the Board President and Superintendent to execute said agreement.
- e. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Southold Union Free School District, for student services. The term of said agreement shall be retroactive to July 1, 2024 through June 30, 2025; and authorize the Board President and Superintendent to execute said agreement.
- f. Approve the agreement between the Board of Education of the Shelter Island Union Free School District and Southold Union Free School District, for student services. The term of said agreement shall be retroactive to July 1, 2025 through June 30, 2026; and authorize the Board President and Superintendent to execute said agreement.

12.2 Amend Private School Transportation

- a. Amend the motion July 14, 2025 from:

Approval to transport thirty-two (32) students to the following private schools for the 2025-2026 school year:

- Ross School – East Hampton, NY (4 students)
- Hayground School – Bridgehampton, NY (10 students)
- Our Lady of the Hamptons - Southampton, NY (11 students)
- Peconic Community School - Cutchogue, NY (7 students)

to:

Approval to transport **thirty-three (33)** students to the following private schools for the 2025-2026 school year:

- Ross School – East Hampton, NY (4 students)
- Hayground School – Bridgehampton, NY (10 students)
- Our Lady of the Hamptons - Southampton, NY (11 students)

- Peconic Community School - Cutchogue, NY (8 students)

Motion carried unanimously.

Facility - None

Items for Consideration

Board Committees for the 2025-2026 School Year

- Building & Grounds/Health & Safety Committee (Kathleen Lynch & Anthony Rando)
- Audit Committee (Kathleen Lynch & Margaret Colligan)
- Policy Committee (Margaret Colligan & **OPEN**)
- Wellness Committee (Karina Montalvo, Anthony Rando & Molly Kendall)
- Joint Professional Practice Committee (JPPC) (Margaret Colligan & Dawn Hedberg)

President Lynch noted that until the Board of Education determines whether or not the open seat left by Ms. McCarthy's resignation is filled, the Board Committees for the 2025-2026 school year cannot be filled completely. It is anticipated that this will be determined at the next Board of Education meeting on September 15, 2025.

Old Business – None

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

As today was the first day of high school sports practices, Mr. Gulluscio was visiting the various teams at their different practice locations. In his absence, Dr. Doelger shared his report as follows.

The high school sports season gets started quickly and there will already be games at the school next week with JV Volleyball on Wednesday against Greenport/Southold and JV Soccer on Thursday, against Center Moriches.

Aramark has hired a new Food Service Supervisor for our school. Patricia Anzalone will be joining the team here so we welcome her aboard and look forward to her joining the team.

This is an exciting week as we finalize preparations for the start of school next week. We have New Staff Orientation tomorrow and 6th Grade Orientation on Wednesday.

Assistant Superintendent's Report

Mrs. Rylott announced that we received Title II and Title III Grants for this school year. Title II covers professional development for teachers and Title III is for our English Language Learner students. The total amount for these grants combined is approximately \$3,000.

Mrs. Jennifer Rylott reported that the master schedule is finalized and that teachers and students have their schedules. Mrs. Rylott stated that as of today, enrollment is approximately 180 students and noted that we had 183 on BEDS day last year (always the first Wednesday of October) and that included students in the Pre-K3 program so our enrollment numbers are looking good. Mrs. Rylott ended her report by saying she is looking forward to this week's New Teacher Orientation and 6th Grade Orientation.

Superintendent's Report

Before giving his monthly report, Dr. Doelger reviewed the Board of Education goals and asked that the Board discuss them in full at the September 15, 2025 Board of Education Meeting.

Dr. Doelger reported that many safety updates were installed and finalized this summer. These updates included blue warning lights, a new check-in system, panic buttons and camera upgrades. Dr. Doelger spoke about the new cell phone policy and stated that it will be communicated to our secondary students during first period on the first day of school. Based on a Newsday article, 90% of the New York State schools are allowing students to keep their cellphones in their lockers. Dr. Doelger shared that the Business Office transition is going very smoothly and he commended Maryann on her hard work. Dr. Doelger also thanked Jennifer Rylott, Todd Gulluscio, Michael Dunning and the custodial crew, and the summer office staff for all of their hard work over the summer. Dr. Doelger shared that he is very excited about working with our new staff members. Over the summer, Dr. Doelger and Mr. Walter Brigham had an audit with New York State Education Department regarding our internet and technical safety. Dr. Doelger noted that the State Representatives were blown away by our procedures. Dr. Doelger created new workplace violence and sexual harassment training videos for staff to take on their first day. Dr. Doelger shared that he hosted Assemblyman Tommy John Schiavoni last week and described him as a wonderful guy who he is excited to

Consent Agenda
– Business
(continued)

Facility

Items for
Consideration

Old Business

Dir. of Athletics,
PE, Health &
Wellness

Assistant
Superintendent
Report

Superintendent
Report

Superintendent
Report
(continued)

Board Member
Reports

Visitor
Questions

Adjournment

work with in the future. Dr. Doelger encouraged everyone to attend the Vigil of Hope on Thursday evening, at 7:00 pm, on Fiske Field. Dr. Doelger shared that the PTSA Back to School BBQ will be held on Friday, September 12. In closing, Dr. Doelger stated that we are fully ready to go and make this the best school year yet.

Board Member Reports

Margaret Colligan thanked students El Schack and Mae Brigham for helping with face painting at the Country Fair over the weekend.

Kathleen Lynch gave kudos to the community group that has worked on creating a full day Pre-K3 program at the Shelter Island Presbyterian Church. After receiving many generous donations, it appears that the program will run next year.

Visitor Questions

Adjournment

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

Motion carried unanimously.

The meeting adjourned at 6:11 pm.


Jacqueline Dunning
District Clerk

The next meeting of the Board of Education of the Shelter Island Union Free School District is Monday, September 15, 2025, at 5:30 pm, in the Conference Room.