

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

**REGULAR MEETING**  
September 15, 2025

Members Present: Kathleen Lynch, Margaret Colligan, Dawn Hedberg, Karina Montalvo (arrived at 5:34 pm), Anthony Rando, and Molly Kendall

Others Present: Brian Doelger, Superintendent (attended virtually due to illness); Jennifer Rylott, Assistant Superintendent; Jacqueline Dunning; 1 faculty/staff/students and 0 community residents/visitors

Absent: Todd Gulluscio, Director of Athletics, Physical Education, Health, Wellness & Personnel; Maryann Impastato, District Treasurer; Lionardo Napoles, Student Liaison

The meeting was called to order at 5:30 pm by President Lynch 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 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 Anthony Rando, BE IT RESOLVED THAT: The Board hereby approves the following:

- 5.1 Approval of Minutes
  - a. Regular Meeting of August 25, 2025

Motion carried unanimously.

**Presentations - None**

**Correspondence – None**

**Student Liaison Report**

Student Liaison, Lionardo Napoles was unable to attend this evening's meeting because he had an away soccer match. President Lynch read the following report from Mr. Napoles.

Student Council elections were held this past June. The executive board for the 2025-2026 school year is Lionardo Napoles, President; Daniel Hernandez, Vice President; Juliana Medina, Secretary; and Sadie Green-Clark, Secretary. Student Council held its first meeting as officers last week and set up class meetings and elections. Student Council Representatives were selected from each class and we have our first full meeting this week. Student Council is looking to continue the progress they've made last year, wanting to hold Everywhere Goes for Halloween, Reindeer Games for the holidays and looking to add an event in the Spring. The Student Council appreciates the support from administration and the School Board. We are looking forward to a great year.

**Personnel**

A motion was made by Dawn Hedberg, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Personnel actions: 9.1 – 9.3

- 9.1 Additional Permanent Substitute for the 2025-2026 School Year
  - a. Appoint Kelsey Northcote, .33 Permanent Substitute for the 2025-2026 school year, at a rate of \$195 per day, prorated to \$62.70 per day and grant her five (5) sick days for the school year, prorated to 1.65 days.
- 9.2 Additional Substitute Aide for the 2025-2026 School Year at \$110 per day
  - a. Francis Regan
- 9.3 Additional Substitute Teacher for the 2025-2026 School Year at \$125 per day
  - a. Kimberly Adkins

*Call to Order  
and Pledge of  
Allegiance*

*Mission  
Statement*

*Visitor  
Questions*

*Consent Agenda  
– Approval of  
Minutes*

*Presentations*

*Correspondence*

*Student Liaison  
Report*

*Consent Agenda  
-- Personnel*

Motion carried unanimously.

Consent Agenda  
– Program

### Program

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 Program Actions: 10.1 – 10.2

- 10.1 CSE Recommendations for the 2025-2026 School Year
  - a. Committee on Special Education
- 10.2 Building Level Safety Plan
  - b. Approve the September 2025 Building Level Safety Plan

Motion carried unanimously.

Consent Agenda  
– Finance

### 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 – July 2025
  - b. Extra Class Report – July 2025
  - c. Appropriation Report
  - d. Revenue Status Report
  - e. Claim Auditor's Report – August 2025
  - f. Payroll Audit Report – August 2025
- 11.2 Budget Transfers & Journal Entries
  - a. Accept and approve the Budget Transfers and Journal Entries for the period of August 18, 2025 through September 8, 2025, that in accordance with Board Policy, the Superintendent has approved as well as the transfers that need specific Board approval.

Motion carried unanimously.

Consent Agenda  
– Business

### Business

A motion was made by Dawn Hedberg, seconded by Karina Montalvo, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Business actions: 12.1

- 12.1 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, 2025 through April 30, 2026; and authorize the Board President to execute said agreement.

Motion carried unanimously.

Consent Agenda  
– Facility

### Facility

A motion was made by Anthony J. Rando, seconded by Margaret Colligan, BE IT RESOLVED THAT: The Board of Education hereby accepts the recommendations of the Superintendent on the following Facility Actions: 13.1

- 13.1 Excess Equipment
  - a. Two (2) Smart LCD Display Monitors - #20190068 and #20190070 (broken and have been replaced)

Motion carried unanimously.

Items for  
Consideration

### Items for Consideration

The Board discussed the committees and agreed that everyone would continue on the same committees they were on last year. Karina Montalvo expressed interest in the Policy Committee to fill the position left by Tracy McCarthy. The 2025-2026 Board Committee Members are as follows.

- Board Committees for the 2025-2026 School Year
  - a. Building & Grounds/Health & Safety Committee (Kathleen Lynch & Anthony Rando)
  - b. Audit Committee (Kathleen Lynch & Margaret Colligan)

- c. Policy Committee (Margaret Colligan & Karina Montalvo)
- d. Wellness Committee (Karina Montalvo, Anthony Rando & Molly Kendall)
- e. Joint Professional Practice Committee (JPPC) (Margaret Colligan & Dawn Hedberg)

Items for  
Consideration  
(continued)

Old Business

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

Assistant  
Superintendent  
Report

Superintendent  
Report

Board Member  
Reports

Visitor  
Comments

Adjournment

**Old Business**

Open Board Seat

Members of the Board of Education discussed the two options for the open seat left by Tracy McCarthy – leave the seat open until the annual election in May 2026 or advertise and interview to find someone to fill the position now. At first the members were leaning towards advertising, but after a lengthy discussion they decided it would be best to wait until the annual election in May and allow the voters to choose.

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

**Assistant Superintendent Report**

Ms. Jennifer Rylott reported that the Social Emotional Team is spearheading, “Start with Hello Week” and described the program as a violence prevention program created by Sandy Hook Promise that teaches students to recognize when another student is alone and ways to reach out and help lonely or socially isolated students. Starr with Hello also teaches different strategies to connect with students and build a socially inclusive school community. Ms. Rylott also shared that at the upcoming October Board of Education meeting, school psychologist, Danielle Spears will present about Erin’s Law. Ms. Rylott explained that Erin’s Law is a child sexual abuse prevention law that requires public schools to implement age-appropriate curricula to teach students how to recognize, report, and prevent child sexual abuse and exploitation. The law has been passed in many U.S. states, including New York, and aims to empower children, educators, and parents with the knowledge to identify and respond to potential risks.

**Superintendent’s Report**

Dr. Doelger reported that the start of the school year has been positive and full of good energy. He noted that there were fewer tears than usual on the first day. Dr. Doelger happily reported that there have been zero (0) infractions with the new Cell Phone Ban. Dr. Doelger shared that the students, faculty and staff participated in successful fire drills and lockdown drills. Dr. Doelger reported that in honor of 9/11, the Social Studies department delivered lessons about this day in United States History and classes visited the 9/11 Memorial at the Center Fire House. Dr. Doelger announced that the PTSA BBQ was well attended and thanked the PTSA for putting together such a great event. In closing, Dr. Doelger thanked the members of the Board of Education for allowing him to attend tonight’s meeting virtually since he was under the weather.

**Board Member Reports**

Karina Montalvo thanked the PTSA volunteers for the Back to School BBQ and stated it was a great success.

Anthony J. Rando stated that he likes the “Start with Hello Week” as it helps to teach understanding and caring for one another.

**Visitor Comments - None**

**Adjournment**

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

Motion carried unanimously.

The meeting adjourned at 6:12 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 Tuesday, October 14, 2025, at 6:00 pm in the Conference Room.