

**TUCKAHOE COMMON SCHOOL DISTRICT**  
**Minutes - REGULAR BOARD MEETING**  
**December 14, 2020**

Sean Hattrick, Chairman, called the Tuckahoe School Board of Trustees Regular Board Meeting to order at 7:30 p.m.

The following Board members and District officials were present:

Sean Hattrick, Chairman  
Timothy M. Gilmartin, Vice-Chairman  
Robert E. Grisnik, Trustee

Leonard Skuggevik, Superintendent  
Arlette Sicari, Principal  
Lauri Lenahan, District Clerk  
Doreen Buckley, Director of P.P.S.  
Carl Fraser, Interim Business Official  
Katelyn Fretto, District Treasurer

The following individuals were also present: None – The meeting was video-conferenced.

**I. Pledge of Allegiance**

**II. Approval of Minutes**

RESOLVED, that the Board of Trustees approve the minutes of the Regular Board Meeting on November 9, 2020, the Special Meeting on December 7, 2020, and the revised minutes of the Regular Board Meeting on September 14, 2020.

Approve: Motion made by Timothy M. Gilmartin seconded by Robert E. Grisnik and unanimously carried.

**IV. Treasurer's Report**

RESOLVED that the Board of Trustees approve the Treasurer's Report for the month on November 2020.

Approve: Motion made by Timothy M. Gilmartin seconded by Robert E. Grisnik and unanimously carried.

**V. Correspondence - None**

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**VI. Superintendent's Report**

**1. Enrollment Update:**

PK-22, K-27, Grade 1-27, Grade 2-33, Grade 3-31, Grade 4-31, Grade 5-22, Grade 6-28, Grade 7-36, Grade 8-31 = 288

Southampton Elementary/Intermediate Schools-5, Southampton H.S.-135, Hampton Bays Elementary/Middle-1, Alternatives-1, BOCES-1, WHBLC-7, Sequoya-1, Bridgehampton-3, Our Lady of the Hamptons-33, Montessori-2, Raynor Country Day School-6, St. John's Baptist-5, Lower Ross-2, Clayton Huey-1, Home Schooled-6, HB Ward-3 = 208

Total Enrollment: 496 students

2. Mr. Skuggevik thanked the PTO for an amazing job with the Thanksgiving Feast. Each meal was delivered to the classrooms for every student. He also thanked the PTO for delivering a Holiday Gingerbread House to each student.
3. Mr. Skuggevik thanked the Shinnecock Nation Girl Scouts for the donation of art supplies to both Tuckahoe School and Southampton School students.
4. Mr. Skuggevik reviewed the costs proposed to update the house on Sebonac Road. The construction would create more classroom space by moving Administration offices to the house.
5. Mr. Skuggevik mentioned this is the final year of the tuition contract with Southampton School District, plans are being made to meet and discuss a new contract.
6. Mr. Skuggevik updated the Board regarding the start of 2021/2022 Budget Planning. Mr. Skuggevik said is willing to meet with any community organizations interested in having him review and answer any budget questions they might have.
7. Mr. Skuggevik updated the Board regarding the formation of an Equity and Inclusion Coordinating Committee, which entails having more diversity in our decision-making process. Policy 0105 is being reviewed for adoption and if approved, the committee will be created. Mr. Skuggevik suggests using our ENL director as Chairman and included our Social Worker as liaison with the Shinnecock Nation.
8. Mr. Skuggevik tabled the substitute salary increase discussion until a further meeting.

**VII. Principal's Report**

1. Mrs. Sicari thanked the PTO for a wonderful Thanksgiving Feast and the Gingerbread Houses.
2. Mrs. Sicari mentioned that Mrs. Neill's eight grade class books are published and able to view.

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3. Mrs. Sicari congratulated all the National Junior Honor Society inductees and mentioned the ceremony will be held virtually on December 18, 2020 at 8:45am.
4. Mrs. Sicari congratulated the Student Council and the National Junior Honor Society for putting together a food and toy drive collecting over 700 items. The items were delivered to The Heart of the Hamptons.

**VIII. Business Official's Report**

1. Mr. Fraser reviewed Mitch Sobczyk's News and Notes.
2. Mr. Fraser reviewed the Residency Report.
3. Mr. Fraser reviewed the Response to Auditors Recommendations for Year Ending June 30, 2020, which recommended that we develop a Uniformed Guidance Policy and Procedure for Federal Grants Compliance.

**IX. New Business - None**

**X. Old Business - None**

**XI. Policy Manual Updates**

First Reading of the following policies:

- Policy 5151 – Homeless Children
- Policy 5151-R – Homeless Children Regulation
- Policy 5100 – Student Attendance
- Policy 8131 – Pandemic Planning
- Policy 4765 – Online, Distance, and Remote Learning
- Policy 0105 – Equity, Inclusivity, and Diversity in Education

Second Reading and adoption of the following policies:

- Policy 5420 – Student Health Services
- Policy 5420-R – Student Health Services Regulation

**XII. P.T.O. Report**

**XIII. Tuckahoe Educational Foundation Report**

1. Mr. Hattrick thanked everyone who participated, donated, and volunteered at the annual Polar Bear Plunge and mentioned how successful it was this year.

**XIV. Public Commentary - None**

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**XV. Resolutions**

Approve: Motion made by Timothy M. Gilmartin seconded by Robert E. Grisnik and unanimously carried: BE IT RESOLVED THAT: The Board of Trustees hereby approves the following resolutions numbered 1 through 24.

**Finance**

1. RESOLVED that the Board of Trustees approve payment to Center Moriches UFSD to provide special education services for the Tuckahoe Common School District for the 2020/2021 school year to the parentally placed Tuckahoe CSD students in attendance per contractual agreement and authorize the Board Chairman to sign the agreement.
2. RESOLVED that the Board of Trustees approve the 2020/2021 Part-Time Tuition Contract Agreement between Tuckahoe Common School District and Southampton UFSD for Tuckahoe CSD students in attendance and authorize the Board Chairman to sign the agreement.
3. RESOLVED that the Board of Trustees approve the 2020/2021 Special Education Services Contract Agreement between Tuckahoe Common School District and Southampton UFSD for Tuckahoe CSD students in attendance and authorize the Board Chairman to sign the agreement.
4. RESOLVED that the Board of Trustees approve the 2020/2021 Extracurricular Sports Tuition Contract Agreement between Tuckahoe Common School District and Southampton UFSD for Tuckahoe CSD students in attendance and authorize the Board Chairman to sign the agreement.
5. RESOLVED that the Board of Trustees approve Gallagher Insurance Company's proposal for Scholastic First Insurance to provide a School Insurance & Safety Program (Cyber Insurance Coverage) at \$3M limit for Cyber Liability and \$100,000 sub-limit for Cyber Deception for the Tuckahoe Common School District effective December 10, 2020 through December 10, 2021 at the annual renewal cost of \$3,580.07.
6. RESOLVED that the Board of Trustees approve the Tuckahoe Common School District 2021 -2022 Budget Calendar.
7. RESOLVED that the Board of Trustees approve the salary schedule movement for Bonnie Downs from column K29 (\$136,150) to column L29 (\$139,316), effective February 1, 2021.
8. RESOLVED that the Board of Trustees approve the salary schedule movement for Jessica Ovanessian from column 5G (\$78,721) to column 5H (\$80,722), effective February 1, 2021.

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9. WHEREAS the Board of Trustees of the Tuckahoe Common School District adopted a Policy to Dispose of Surplus items, and;  
WHEREAS, the Board of Trustees has designated the School Business Official as the person responsible to properly dispose of said obsolete items,  
THEREFORE, BE IT RESOLVED, that the following list of obsolete items submitted by the Technology Department and reviewed by the Board of Trustees be declared obsolete and disposed of at the discretion of the School Business Official.

Asset ID	Serial Number	Model
5853	037181152853	Microsoft Surface Pro 3
946	022359752853	Microsoft Surface Pro 3

**Personnel**

10. RESOLVED that the Board of Trustees approve childcare leave under the Family and Medical Leave Act for Allison Corrigan to utilize accumulated sick and personal leave as appropriate and needed effective on or about February 11, 2021 through on or about May 12, 2021. Additionally, in accordance with Article XIII-Child Care Leave of the Tuckahoe Teachers' Association Agreement, the extension of a childcare leave for Allison Corrigan, First Grade Teacher, to continue on or about May 13,2021 through June 30, 2021.
11. RESOLVED that the Board of Trustees approve leave under the Family and Medical Leave Act, and additionally, in accordance with Article XIII-Child Care Leave of the Tuckahoe Teachers' Association Agreement, for Ashley Zilnicki to utilize accumulated sick and personal leave as appropriate and needed effective on or about February 16, 2021 through on or about May 21, 2021.
12. RESOLVED that the Board of Trustees accept with regret the resignation of Elizabeth Kearns from the position of Teacher Aide/Monitor with the Tuckahoe Common School District effective December 18, 2020.
13. RESOLVED that the Board of Trustees accept with regret the resignation of Yolanda Smith from the position of School Lunch Monitor with the Tuckahoe Common School District effective December 30, 2020.

**Appointment**

14. RESOLVED that the Board of Trustees appoint James Carlino as a teacher aide/monitor effective December 15, 2020 for the 2020/2021 school year at an hourly rate of \$16.60.
15. RESOLVED that the Board of Trustees approves the appointment of Yiseth Pacheco as part-time Account Clerk effective December 14, 2020 at an hourly rate of \$ 21.00 per hour.

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16. RESOLVED that the Board of Trustees appoint Ana Rosa De La Cruz as Substitute Custodian as needed for the 2020/2021 school year effective December 15, 2020; at a rate of pay of \$20.67.
17. RESOLVED that the Board of Trustees appoint Laura Barrantes as a teacher aide/monitor effective December 15, 2020 for the 2020/2021 school year at an hourly rate of \$16.60.
18. RESOLVED that the Board of Trustees approve the appointment of Yolanda Smith as School Lunch Monitor for the 2020/2021 school year effective January 1, 2021 through June 30, 2021 at an hourly rate of \$16.60.
19. RESOLVED that the Board of Trustees appoint Capital Market Advisors, LLC as Financial Consultants for the Tax Anticipation Note for the 2020-2021 school year.

**Administrative**

20. RESOLVED that the Board of Trustees hereby adopt the Annual Professional Performance Review (“APPR”) Plan as the District’s Section 3012-d APPR plan for classroom teachers and the principal, commencing with the 2020-2021 school year.
21. RESOLVED that the Board of Trustees approve and submit the Tuckahoe Common School District Undue Burden Independent Evaluator Hardship Waiver Application for the 2020-2021 school year.

**Policy**

22. RESOLVED that the Board of Trustees approve the following policies.
  - Policy 5420 – Student Health Services
  - Policy 5420-R – Student Health Services Regulation

**CSE Recommendations**

23. RESOLVED that the Board of Trustees approve the following recommendations of the Committee on Special Education and the Committee on Pre School Special Education from the meetings held on November 6, 2020 and December 4, 2020.

#120480464      #120480594      #120480609      #120480607      #120480630

**Finance**

24. RESOLVED that the Board of Trustees accept the Claims Auditor Reports for the period April 1, 2020 to June 30, 2020.

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**XVI. Executive Session**

At 8:13 p.m., Sean Hattrick made a motion to adjourn the Regular meeting and convene Executive Session to discuss Contractual matters, seconded by Timothy M. Gilmartin and unanimously carried.

At 8:15 p.m. the Board came out of Executive Session.

At 8:16 p.m., Sean Hattrick made a motion to adjourn the meeting, seconded by Timothy M. Gilmartin and unanimously carried.

*Signed:*

Lauri Lenahan, District Clerk