

TUCKAHOE COMMON SCHOOL DISTRICT
Minutes - REGULAR BOARD MEETING
June 14, 2021

Sean Hattrick, Chairman, called the Tuckahoe School Board of Trustees Regular Board Meeting to order at 6:30 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:

Mitch Sobczyk	Antoinette Counihan	Daniel Berry	Robert DeVern
Theresa Romano	Janice Eaton	John Cerrato	Peter Calogrias
James Skidmore	Olga Skidmore	Alan Yu	

II. Pledge of Allegiance

III. Approval of Minutes

RESOLVED that the Board of Trustees approve the minutes of the Annual Budget Hearing and Board Meeting on May 10, 2021, the Annual Meeting and Trustee Election on May 18, 2021, and the Special Board Meeting on May 18, 2021.

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

IV. Approval of Treasurer's Report

RESOLVED that the Board of Trustees approve the Treasurer's Report for the month of May 2021.

Approve: Motion made by Sean Hattrick, seconded by Timothy M. Gilmartin, and unanimously carried.

TUCKAHOE COMMON SCHOOL DISTRICT
Minutes - REGULAR BOARD MEETING
June 14, 2021

V. Correspondence

1. Correspondence was received from Eastern Suffolk BOCES thanking the district for their support of the Eastern Suffolk BOCES 2021-2022 Administrative Budget.
2. Correspondence received that SCOPE's Annual Dinner Meeting to be held on August 19, 2021.

VI. Superintendent's Report

1. **Enrollment Update:**
PK-23, K-28, Grade 1-27, Grade 2-35, Grade 3-31, Grade 4-32, Grade 5-20, Grade 6-32, Grade 7-36, Grade 8-30 = 294
Southampton Elementary/Intermediate Schools-5, Southampton H.S.-138, Hampton Bays Elementary/Middle-1, Alternatives-2, BOCES -1, WHBLC-6, Sequoya-2, Bridgehampton-3, Our Lady of the Hamptons-31, Montessori-2, Raynor Country Day School-5, St. John's Baptist-5, St. Anthony's -1, Lower Ross-4, Clayton Huey-1, Home Schooled-6, WB Ward-3 = 216
Total Enrollment: 510 students
2. Mr. Skuggevik updated the Board regarding the 2021/2022 school opening meeting held in the school cafeteria and by Zoom on June 7, 2021, which included teachers, facility, parents, students, and community members. Social distancing, mask mandate, classrooms, cleaning protocol, use of cafeteria for lunch, and the gymnasium were a few topics discussed.
3. Mr. Skuggevik mentioned plans for Grade 8 Graduation are finalized and being overseen by Mrs. Sicari and her team.

VII. Principal's Report

1. Mrs. Sicari thanked the P.T.O. for their participation in making Field Day a great success.
2. Mrs. Sicari mentioned that the National Junior Honor Society Induction Ceremony is being held virtually on June 16, 2021, with 14 students being inducted.
3. Mrs. Sicari thanked Mr. Grisnik for his donation of flags for the Flag Day presentation.
4. Mrs. Sicari reviewed the plans for the Grade 8 Graduation Ceremony on June 21, 2021, at 6:30 p.m. The ceremony will be held outside and can host up to 500 guests. Mrs. Sicari mentioned the graduates will do a final walk through the building in cap and gown on the last day of school.

TUCKAHOE COMMON SCHOOL DISTRICT
Minutes - REGULAR BOARD MEETING
June 14, 2021

VIII. Business Official's Report

1. Mitch Sobczyk reviewed the "News & Notes" he prepared regarding work that has been completed to date.
2. Carl Fraser reviewed the Residency Report.
3. Carl Fraser reviewed the monthly Fund Balance Analysis.

IX. Policy Manual Updates

First Reading of the following policies:

- 0100 – Equal Opportunity and Nondiscrimination
- 8131 – Pandemic Planning
- 0115 – Student Harassment and Bullying Prevention and Intervention
- 0115-R - Student Harassment and Bullying Prevention and Intervention Regulation

X. New Business

1. Mr. Skuggevik suggested doing a twenty-year Glide Path Study with regards to Southampton UFSD merger. Mr. Hattrick spoke in favor of the idea and elaborated on the benefits. Community members John Cerrato, Theresa Romano and Peter Calogrias commented their thoughts on the length of years, tax benefits and cost of the Glide Path Study.
2. Mr. Skuggevik reviewed PILOT (Payment in Lew of Taxes) and mentioned that Assemblyman Thiele, and Senator Palumbo to work with Southampton Town regarding a PILOT program are being discussed.

XI. Old Business - None

XII. P.T.O. Report - None

XIII. Tuckahoe Educational Foundation Report - None

XIV. Public Commentary - None

XV. Resolutions

Approve: Motion made by Sean Hattrick, seconded by Timothy M. Gilmartin, and unanimously carried;
BE IT RESOLVED THAT: The Board of Trustees hereby approve the following resolutions numbered 1 through 35.

TUCKAHOE COMMON SCHOOL DISTRICT
Minutes - REGULAR BOARD MEETING
June 14, 2021

Personnel

1. RESOLVED that the Board of Trustees approve Jessica Ovanessian to perform Instructional Technology services effective July 1, 2021 through August 31, 2021 not to exceed 25 days at per diem rate.
2. RESOLVED that the Board of Trustees approve Angela Parisi to perform duties required as Guidance Counselor for the Tuckahoe Common School District effective July 1, 2021 through August 31, 2021; not to exceed 10 days at per diem rate.
3. RESOLVED that the Board of Trustees approve the salary schedule movement for Mary Schneider from column J20 (\$127,136) to column L20 (\$133,288), effective September 1, 2021

Appointments

4. RESOLVED that the Board of Trustees approve all teaching personnel of The Tuckahoe Common School District, who are selected by the Superintendent and Summer Program Administrator, to provide summer educational instruction effective July 6, 2021 through August 10, 2021 at the rate of \$ 250 per diem.
5. RESOLVED that the Board of Trustees approve the appointment of following teachers to provide summer educational instruction effective July 6, 2021 through August 10, 2021 at the rate of \$250 per diem.
Emily Cheverino Patricia Hancock Gina Luciano
Logan Robinson Diana VanVliet
6. RESOLVED that the Board of Trustees approve the appointment of Katelyn Aquino to the position of Teacher Assistant to provide summer educational instruction effective July 6, 2021 through August 10, 2021, at the rate of \$125 per diem; pending completion of New York State Certification.
7. RESOLVED that the Board of Trustees approve Wendy Meyer as School Nurse for the Summer Program, effective July 6, 2021 through August 10, 2021 at a rate of \$250 per diem.
8. RESOLVED that the Board of Trustees approve Dr. Sharyn Lawall to provide counseling services for the Summer Program, effective July 6, 2021 through August 10, 2021 per the Home Tutoring rate provided on Schedule B of the TTA contract.
9. RESOLVED that the Board of Trustees approve Taylor Block to provide Speech Language services to the Tuckahoe Common School District students, effective July 6, 2021 through August 10, 2021 per the Home Tutoring rate provided on Scheduled B of the TTA contract.

TUCKAHOE COMMON SCHOOL DISTRICT
Minutes - REGULAR BOARD MEETING
June 14, 2021

10. RESOLVED that the Board of Trustees approve the following substitute custodians as needed for the 2021/2022 school year effective July 1, 2021 through June 30, 2022; at a rate of \$21.19 per hour.

Norris Riddick	Ana Rosa DeLaCruz	Brandon Johnson
Matthew Meyer	Volodymyr Yaremchuk	Jamal Proctor

11. RESOLVED that the Board of Trustees approve the appointment of Elizabeth Rodriques as an office helper on an as needed basis effective July 1, 2021 through August 31, 2021; at a rate of \$22.69 per hour.

12. RESOLVED that the Board of Trustees appoint Belky San Romero to perform duties for the Reading Department effective July 1, 2021 through August 31, 2021 at a hourly rate of \$17.02, not to exceed 12 hours per week.

13. RESOLVED that the Board of Trustees appoint Yiseth Pacheco as part time Account Clerk for the Tuckahoe Common School District effective July 1, 2021 through June 30, 2022 at an hourly rate of \$21.53.

14. RESOLVED that the Board of Trustees appoint Gintaute Genender as part time Special Education Office Assistant for the Tuckahoe Common School District effective July 1, 2021 through June 30, 2022 at an hourly rate of \$19.48.

15. RESOLVED that the Board of Trustees appoint Jordan Federico as a Substitute Teacher as needed for the 2020/2021 school year effective May 24, 2021 through June 30, 2021; at a rate of pay of \$150.00 per diem.

16. RESOLVED that the Board of Trustees approve the appointment of Nancy Roumeliotis to the position of Night Lead Custodian (CWII) effective July 1, 2021. Nancy will receive an additional \$2,080 in her base salary. This appointment fills the vacancy created by Michael Mampreyan's retirement.

17. RESOLVED that the Board of Trustees approve the appointment of Paul Hercht to the position of Custodial Worker 1 at a base salary of \$43,000 effective July 1, 2021, and the district to provide health and dental insurance coverage per the CSEA contract. This appointment fills the vacancy created by Nancy Roumeliotis move to night lead custodian.

Administrative

18. RESOLVED that the Board of Trustees as per Policy 5152 sets the tuition rate for non-resident students at \$4,000 for the 2021/2022 school year; this rate is applicable for non-resident students of staff and full-time in-house vendors only.

19. RESOLVED that the Board of Trustees approve the Tuckahoe Common School District School Counseling Plan for the 2021/2022 school year.

**TUCKAHOE COMMON SCHOOL DISTRICT
Minutes - REGULAR BOARD MEETING
June 14, 2021**

Finance

- 20. RESOLVED that the Board of Trustees authorize the School Business Official to make all necessary budgetary transfers for the end of the year financial book closing.
- 21. RESOLVED that the Board of Trustees accept the bid for Painting Services from RJ Painting Inc. as the lowest responsible bidder. There were two bids received: 1. RJ Painting Inc. in the amount of \$55,000, and 2. Carter-Melence, Inc. Contractors in the amount of \$371,462. Sealed bids were publicly opened and read on 5/27/21 at 11.00am.
- 22. RESOLVED that the Board of Trustees approve the following budget transfer.

From Code:	To Code	\$ Amount	Reason for Transfer
A9060.8	A1620.4	\$ 16,571.00	For Security Improvements - Phase 1
A9089.8	A1620.4	\$ 14,172.00	For Security Improvements - Phase 2

- 23. RESOLVED that the Board of Trustees accept the donation of \$350.00 from Tuckahoe Educational Foundation to fund the Dwayne Stuart Memorial Award, Tuckahoe Education Foundation Award and Mary Welker Scholarship Award; funds to be deposited in T391 fund.
- 24. RESOLVED that the Board of Trustees accept the donation of \$500.00 from the Tuckahoe Educational Foundation to fund Valedictorian, Salutatorian and Tuckahoe School Citizenship Award; funds to be deposited in T391 fund.
- 25. RESOLVED that the Board of Trustees accept the donation of \$50 from Mrs. Marge Ridgway to fund the Emerson D. Ridgway Memorial Award; funds to be deposited in T391 fund.
- 26. RESOLVED that the Board of Trustees approve Metropolitan Life Insurance Company to provide dental insurance for the Tuckahoe Common School District employees per the agreement effective July 1, 2021.
- 27. RESOLVED that the Board of Trustees approve the Eastern Suffolk BOCES Shared Services Agreement for the 2021/2022 school year.
- 28. RESOLVED that the Board of Trustees approve the services agreement between the Tuckahoe Common School District and U.S. OMNI for continuation of 403(b)/457(b) administration services for the 2021/2022 school year at an annual amount of \$824.
- 29. RESOLVED that the Board of Trustees designate Pupil Benefits Plan to provide student accident insurance for the district for the 2021/2022 school year at an estimated cost per student of \$19.08.

TUCKAHOE COMMON SCHOOL DISTRICT
Minutes - REGULAR BOARD MEETING
June 14, 2021

30. *Resolution to Increase various reserve funds with unassigned fund balance remaining at June 30, 2021*
RESOLVED that the Board hereby authorizes and directs that unassigned fund balance remaining in the District's General Fund at the conclusion of the 2020-21 fiscal year on June 30, 2021, or so much of the amount as is available for this purpose, shall be transferred to the following reserves:
- * Workers' Compensation Reserve fund to a maximum amount of \$100,000
 - * Unemployment Reserve Fund to a maximum amount of \$100,000
 - * Retirement contribution TRS reserve fund to a maximum amount of \$116,792
 - * Facilities Improvement Program 2020 capital reserve fund to a maximum amount of \$600,000
- The funds shall be deposited, invested, and accounted for in accordance with General Municipal Law. BE IT FURTHER RESOLVED that the above-described transfer may occur at any time after the District's year-end fund balance, as of June 30, 2021, has been calculated and ascertained with reasonable certainty, provided that the transfer shall occur prior to issuance of the District's tax levy for the 2021-2022 school year
31. WHEREAS the District's voters approved Proposition No. 2 at the May 18, 2021 Annual Budget Vote meeting to expend \$413,706 from the 2006/2007 Capital Reserve Fund, and \$600,000 from the Facilities Improvement Program 2020 Capital Reserve Fund for capital improvements, and
WHEREAS the balance of \$413,706 of the said Capital Reserve Fund is in the available fund balance of the Capital Projects Fund, and
WHEREAS the available balance of the 2020 Capital Reserve Fund of \$600,000 plus accrued interest is in the General Fund,
NOW, THEREFORE, BE IT RESOLVED that the Board approve an increase in the general fund appropriation for the 2020-2021 budget in the total amount of \$600,000 and the following interfund transfers from the General Fund to the Capital Projects Fund to be expended for the capital improvement projects listed in Proposition No. 2: \$600,000 from the 2020 Capital Reserve Fund.
BE IT FURTHER RESOLVED that \$413,706 of available, unencumbered fund balance in the Capital Projects Fund be allocated towards the capital improvement projects listed in Proposition No. 2.
32. RESOLVED that the Board of Trustees accept the proposal for School Physician and Health Care Services from Ellen Carroll, Primary Care Pediatric Nurse Practitioner and Primary Care Mental Health Specialist, subject to approval of contract by Ingerman Smith LLP. A Request for Proposal (RFP# 2021-22-01) was issued, and one (1) proposal was received on June 7, 2021. It is recommended that the Board accept the proposal for School Physician and Health Care Services at a cost of \$2,500 for the 2021/2022 school year.

Field Trips

33. RESOLVED that the Board of Trustees approve the field trip request of Grade 8 to visit Riverhead All Star Bowling on June 22, 2021, for end of year field trip at an approximate cost of \$1,057.96 paid through Class of 2021 Student Activities Funds, with no cost to the district.

TUCKAHOE COMMON SCHOOL DISTRICT
Minutes - REGULAR BOARD MEETING
June 14, 2021

Building Use

34. RESOLVED that the Board of Trustees approve the building use request of the Tuckahoe P.T.O. to utilize the school district building and grounds as needed for the 2021/2022 school year as per the 2021/2022 Tuckahoe P.T.O. calendar provided.

CSE Recommendations

35. RESOLVED that the Board of Trustees approve the recommendations of the Committee on Special Education and the Committee on Pre School Special Education from the meetings held on March 18, 2021, March 23, 2021, March 25, 2021, March 26, 2021, April 6, 2021, April 7, 2021, April 8, 2021, April 9, 2021, May 12, 2021, May 17, 2021, May 19, 2021, May 21, 2021, May 24, 2021, May 26, 2021, May 27, 2021, June 1, 2021, June 4, 2021, June 7, 2021 and Jun 10, 2021, for the following: students.

#120480051	#120480461	#120480218	#120480252
#120480631	#120480572	#120480573	#120480554
#101810000	#120480594	#120480464	#111020003
#120480357	#111080000	#120480309	#120480066
#111040000	#120480625	#120480427	#120480538
#120480579	#120480325	#120480402	#120480206
#120480324	#120480343	#120480541	#120480339
#092750000	#120480177	#120480096	#110260000
#120480237	#120480558	#120480236	#120480178
#120480007	#120480630	#120480193	#120480607
#120480387	#120480400	#120480604	#120480085
#120480646			

XVI. Convene Meeting of the Audit Committee

At 7:31 p.m. Sean Hattrick made a motion to adjourn the Regular meeting and convened a meeting of the Audit Committee, seconded by Timothy M. Gilmartin, and unanimously carried.

- Claims Auditor Report – July 1, 2020 to March 31, 2021

36. RESOLVED that the Board of Trustees approve the Claims Auditor Report for July 1, 2020 through March 31, 2021 as presented.

Approve: Motion made by Sean Hattrick, seconded by Timothy M. Gilmartin, and unanimously carried.

TUCKAHOE COMMON SCHOOL DISTRICT
Minutes - REGULAR BOARD MEETING
June 14, 2021

- Alan Yu, C.P.A. of Cullen & Danowski, LLP, External Auditors – Review of the Year End Audit Schedule for 2020/2021 School Year.

XVII. Executive Session

At 7:59 p.m., Sean Hatrick made a motion to adjourn Audit Committee meeting and convene Executive Session to discuss Contractual Matters, seconded by Timothy M. Gilmartin and unanimously carried.

At 9:26 p.m., the Board came out of Executive Session.

At 9:27 p.m., Sean Hatrick made a motion to adjourn the meeting, seconded by Timothy M. Gilmartin, and unanimously carried.

Signed:
Lauri Lenahan, District Clerk