

**TUCKAHOE COMMON SCHOOL DISTRICT**  
**Minutes - REGULAR BOARD MEETING**  
**October 12, 2021**

Timothy M. Gilmartin, 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:

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

Leonard Skuggevik, Superintendent  
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	Mary Schneider	Mary-Alice Halsey
Christine Hanhausen	John Cerrato	Janice Eaton

**I. Pledge of Allegiance**

**II. Approval of Minutes**

RESOLVED, that the Board of Trustees approve the minutes of the Regular Board Meeting on September 13, 2021, and the Work Session on September 27, 2021.

Approve: Motion made by Sean Hattrick, seconded by Robert E. Grisnik, and unanimously carried.

**III. Approval of Treasurer's Report**

RESOLVED, that the Board of Trustees approve the Treasurer's Report for the month of August 2021 and September 2021.

Approve: Motion made by Sean Hattrick, seconded by Robert E. Grisnik, and unanimously carried.

**IV. Correspondence - None**

**V. Superintendent / Principal Report**

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**1. Enrollment Update:**

PK-24, K-23, Grade 1-31, Grade 2-29, Grade 3-32, Grade 4-31, Grade 5-28, Grade 6-21, Grade 7-27, Grade 8-32 = 278

Southampton Elementary/Intermediate Schools-3, Southampton H.S.-147, Hampton Bays Elementary/Middle-1, WHBLC-4, Sequoya-2, Alternatives-1, Bridgehampton-2, Our Lady of the Hamptons-28, Montessori-2, Raynor Country Day School-4, St. John's Baptist-4, St. Anthony's-1, Stony Brook School-1, Hayground-1, Lower Ross-4, Clayton Huey-1, Home Schooled-9 = 215

Total Enrollment: 493 students

2. Mr. Skuggevik updated the Board on various school activities such as the Southampton and North Sea Fire Department Trucks visiting Tuckahoe on October 5, 2021, to review fire prevention and awareness with the students. Meet the teacher night occurred virtually on September 21, 2021, and grade 3 visited Southampton Village, September 23, 2021, and the Bronx Zoo on October 14, 2021. Grade 8 will be attending Pocono Environmental Education Center (Outdoor Ed.) on October 20, 2021, through October 22, 2021, in Pennsylvania and the National Junior Honor Society will be participating in a beach cleanup at Coopers Beach.
3. Mr. Skuggevik mentioned upcoming events sponsored by the P.T.O including the Book Fair, October 13, 2021, through October 15, 2021, Picture Day on October 25, 2021, Halloween BINGO on October 28, 2021, and the Halloween Parade on October 29, 2021.

**VI. Business Official's Report**

1. Mitch Sobczyk reviewed the "News & Notes" he prepared regarding work that has been completed to date.
2. Mr. Fraser reviewed the Residency Report.

**VII. Director of Pupil Personnel Services Report**

1. Mrs. Buckley informed the Board that PreK and Kindergarten participated in an assessment using the Developmental Indicators for the Assessment of Learning (DIAL 4).

**VIII. New Business - None**

**IX. Old Business**

1. Mr. Grisnik distributed a Newsday article from November 23, 2014, referencing the merger with Southampton Union Free School District for the Board and community members to review.

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**X. Policy Manual Updates**

First Reading of the following policies:

- Policy 8635-E - Parents' Bill of Rights for Student Data Privacy and Security
- Policy 4000 – Student Learning Standards and Instructional Guidelines
- Policy 8110 – School Building Safety
- Policy 8112 - Health and Safety Committee
- Policy 8220 – Buildings and Grounds Maintenance and Inspection
- Policy 8505 - “Charging” School Meals and Prohibition Against Shaming Policy

**XI. P.T.O. Report**

1. Mr. Skuggevik reviewed the upcoming P.T.O scheduled events such as Book Sale, Picture Day, Halloween BINGO, Halloween Parade, and the Thanksgiving Feast.

**XII. Tuckahoe Educational Foundation Report - None**

**XIII. Public Commentary**

1. Mr. John Cerrato inquired about the status of a school merger with Southampton Union Free School District. Mr. Skuggevik informed Mr. Cerrato as to what the procedure entails, and he would gladly meet to review the details.

**XIV. Resolutions**

Approve: Motion made by Sean Hattrick, seconded by Robert E. Grisnik, and unanimously carried.  
BE IT RESOLVED THAT: The Board of Trustees hereby approves the following resolutions numbered 1 through 17.

**Appointments**

1. RESOLVED that the Board of Trustees do hereby appoint Kelly McClinchy as Mentor under the Extracurricular Advisors (Schedule B) for the 2021/2022 school year.
2. RESOLVED that the Board of Trustees approve the appointment of Casey Lockard as Teacher Assistant for a particular student during after school clubs until no longer needed; at a per diem rate of \$26.00.

**Personnel**

3. RESOLVED that the Board of Trustees accept with regret the resignation of Gintaute Genender as part time Special Education Office Assistant for the Tuckahoe Common School District effective October 1, 2021.

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**Finance**

4. WHEREAS, the Board of Trustees of the Tuckahoe Common School District has committed to ensuring a responsible budget for the 2021-2022 school year that ensures adequate and proper instruction and payment of all necessary expenses;  
THEREFORE, BE IT RESOLVED that this Board of Trustees herein sets the tax levy for the 2021-2022 school year at \$18,865,730. This levy is \$342,038 lower than the original proposed budgeted levy of \$19,207,768 for the 2021-2022 school year. This results in a change from the proposed tax levy of 2.05% to 0.24% when compared to the 2020-2021 school year.
  
5. WHEREAS, the Board of Trustees of the Tuckahoe Common School District has been committed to fiscal responsibility to this community; and,  
WHEREAS, based on cost-saving efficiencies, and generally lower than budgeted spending some budgeted funds from 2020-2021 remained;  
THEREFORE, BE IT RESOLVED that the Board of Trustees authorizes that the Unassigned Fund Balance be funded to a maximum of 4.0% for a total of \$925,499 and the remaining funds be allocated to the Teachers Retirement System Reserve Fund in the amount of \$116,792, and to the Capital Reserve Fund in the amount of \$600,000 as approved at the June 14, 2021 Board of Trustees meeting.  
THEREFORE, BE IT FURTHER RESOLVED the remaining fund approved for allocation on June 14, 2021 to the Workers Compensation Reserve Fund and the Unemployment Reserve Fund be revised to reflect a final allocation in the amount of \$59,000 in each reserve respectively.
  
6. RESOLVED that the Board of Trustees award the bid for snow removal for the 2021-22 school year to B & B Maintenance Services Inc. as the lowest responsible bidder.  
Invitation to bidders was published on September 16, 2021, and bids were received and opened on September 30, 2021. There was one (1) response received - B & B Maintenance Services Inc., whose credentials were verified with their references. B & B Maintenance Services hourly rates compared favorably to historical rates from the former vendor.
  
7. WHEREAS the Board of Trustees of the Tuckahoe Common School District adopted Policy #6900 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 items unusable and outdated, submitted by the Custodial Department and reviewed by the Board of Trustees be declared obsolete and disposed of at the discretion of the School Business Official.  

(1) Large Sharp A/C unit	(1) Roland Piano in disrepair
(2) Large Frigidaire A/C units	(2) Old Advanced carpet extractors
(1) Large Maytag A/C unit	(1) Old Advanced shop vac squeegee
(13) 8,000 BTU smaller A/C units	

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**Administrative**

8. 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 2021/2022 school year.

**Field Trips**

9. RESOLVED that the Board of Trustees approve the field trip request of Kindergarten to visit the Westhampton Beach Performing Arts Center to attend the performance of Charlotte’s Web on February 15, 2022 from 11:30 a.m. to 2:15 p.m. for a total cost of \$687.36, at an approximate cost to the district of \$375.36.
10. RESOLVED that the Board of Trustees approve the field trip request of Kindergarten to visit the Westhampton Beach Performing Arts Center to attend the performance of Tortoise and the Hare on March 22, 2022 from 11:30 a.m. to 2:15 p.m. for a total cost of \$687.36, at an approximate cost to the district of \$375.36.
11. RESOLVED that the Board of Trustees approve the field trip request of Grade 1 to visit the Westhampton Beach Performing Arts Center to attend the performance of Charlotte’s Web on February 15, 2022 from 9:30 a.m. to 12:30 p.m. for a total cost of \$735.36, at an approximate cost to the district of \$375.36.
12. RESOLVED that the Board of Trustees approve the field trip request of Grade 1 to visit the Westhampton Beach Performing Arts Center to attend the performance of Tortoise and the Hare on March 22, 2022 from 11:30 a.m. to 2:15 p.m. for a total cost of \$735.36, at an approximate cost to the district of \$375.36.
13. RESOLVED that the Board of Trustees approve the field trip request of Grade 1 to visit the Milk Pail to explore the Science life cycle of a plant on October 29, 2021, 8:45 a.m. to 10:30 a.m. for a total cost of \$867.36, at an approximate cost to the district of \$417.36.
14. RESOLVED that the Board of Trustees approve the field trip request of Grade 1 to visit the Southampton Historical Society to attend the performance of One Room School House on April 5, 2022 from 11:30 a.m. to 1:30 p.m. at an approximate cost to the district of \$327.36.
15. RESOLVED that the Board of Trustees approve the field trip request of the National Junior Honor Society to visit the United Nations and Richard Rodgers Theater on May 18, 2022 from 7:00 a.m. to 7:00 p.m. for a total cost of \$4,062, at an approximate cost to the district of \$1,793.

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**Building Use**

16. RESOLVED that the Board of Trustees approve Barbara Sanders to provide Yoga Classes, free of charge, in the cafetorium or outside grounds from 2:55 p.m. to 4:30 p.m. for all Tuckahoe Common School employees on Thursdays throughout the 2021/2022 school year.

**CSE Recommendations**

17. RESOLVED that the Board of Trustees approve the following recommendations of the Committee on Special Education from the meetings held on September 13, 2021, October 6, 2021, and October 7, 2021 for the following students.

#120480087

#120480218

#120480343

#120480695

**XV. Convene Meeting of Audit Committee**

At 7:01 p.m., Timothy M. Gilmartin adjourned the Regular Meeting and convened a meeting of the Audit Committee, seconded by Sean Hattrick, and unanimously approved

- Cullen & Danowski LLP, External Auditors – Presentation of the Audited Financial Statements for the 2020/2021 School Year.

18. RESOLVED that the Board of Trustees accept the Audited Financial Statements as presented for the school year 2020/2021.

Approve: Motion made by Sean Hattrick, seconded by Robert G. Grisnik, and unanimously carried.

**XVI. Adjourn Audit Committee Meeting and Convene Executive Session**

At 8:15 p.m. Timothy M. Gilmartin made a motion to adjourn the Audit Committee meeting and convene Executive Session to discuss Contractual matters, seconded by Sean Hattrick, and unanimously carried.

At 8:50 p.m., the Board came out of Executive Session.

At 8:51 p.m., Sean Hattrick made a motion to adjourn the meeting, seconded by Robert E. Grisnik, and unanimously carried

Signed: *Lauri Lenahan*

Lauri Lenahan, District Clerk