

**Tuckahoe Common School District
Minutes – Regular Board Meeting
October 9, 2018**

Dr. Daniel Crough, 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:

Dr. Daniel Crough, Chairman
Robert E. Grisnik, Vice-Chairman
Sean Hattrick, Trustee

Leonard Skuggevik, Superintendent
Arlette Sicari, Principal
Linda Springer, District Clerk
Carl Fraser, Interim School Business Official
Doreen Buckley, Director of P.P.S.

The following individuals were also present:

Mitch Sobczyk	Mary-Alice Halsey	Daniel Berry	Antoinette Counihan
Karen Lucas	Jean Dodici	Jennifer Hattrick	Alan Yu
Elizabeth Rodrigues			

I. Pledge of Allegiance

II. Approval of Minutes

RESOLVED, that the Board of Trustees approve the minutes of the Regular Board Meeting on September 17, 2018 and the Special Board Meeting on October 1, 2018.

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

III. Treasurer’s Report

RESOLVED that the Board of Trustees approve the Treasurer’s Report for the month of September 2018.

Approve: Motion made by Daniel Crough, seconded by Robert E. Grisnik, and unanimously carried.

IV. Correspondence - None

**Tuckahoe Common School District
Minutes – Regular Board Meeting
October 9, 2018**

V. Superintendent’s Report

1. Enrollment Update:
PK-19, K-26, Grade 1-32, Grade 2-24, Grade 3-20, Grade 4-26, Grade 5-34, Grade 6-31, Grade 7-31, Grade 8-23 = 266
Southampton H.S.-137, Hampton Bays Elementary/Middle-1, Raynor Country Day School – 10, Our Lady of the Hamptons-21, Southampton Elementary/Intermediate Schools – 5, Chaminade-1, BOCES-1, WHBLC-8, Alternatives-1, Montessori-1, Pre-K(pending services)-1, St. John’s Baptist-1, Bridgehampton-1, County Services-1 = 190
Total Enrollment: 456 students
2. Mr. Skuggevik informed the Board that the Administrative Team and School Counselor had met to discuss the results of the New York State ELA, Math and Science test results. The team discussed recommendations for improvement and increased participation. The Principal is holding grade level meetings to discuss the results and improvement.
3. Mr. Skuggevik informed the Board that Jessica Ovanessian has written a scope and sequence for the Coding and Robotics classes. Mr. Skuggevik thanked Mrs. Ovanessian for a great job.

VI. Principal’s Report

1. Mrs. Sicari updated the Board on the upcoming school events, Superintendent’s Conference Day and the opening of school.

VII. 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.

VIII. New Business

1. Mrs. Springer explained the building use request of the Joy Dance Academy.
2. Mr. Skuggevik announced that there will be a meeting held on Monday, October 22nd to discuss the Community Survey and Tuckahoe Common School District Five Year Plan. The meeting will be held in the Library at 6:30 p.m.

IX. Old Business

1. Mr. Hattrick reminded the Board of the upcoming 10K/5K Run/Walk on October 13th which is sponsored by the Tuckahoe Educational Foundation.

**Tuckahoe Common School District
Minutes – Regular Board Meeting
October 9, 2018**

2. Mr. Grisnik requested an update on the whiteboards that were approved as obsolete items. Mr. Fraser informed the Board of the list of the organizations that have requested whiteboards.
3. Mr. Skuggevik informed the Board that a new vendor form was being implemented.
4. Mr. Skuggevik informed the Board that SYS has a program for Grade 5 and 6 interscholastic sports.

X. Policy

First Reading of the following policy:

Policy 6240 – Investments

Second Reading and adoption of the following policies:

Policy 0110 – Sexual Harassment
Policy 0110-R – Sexual Harassment Regulation
Policy 1400 – Public Complaints
Policy 2340 – Notice of Meetings
Policy 4311.1-R Display of the Flag Regulation

XI. P.T.O. Report

Karen Lucas updated the Board on the upcoming P.T.O. events.

XII. Public Commentary

Jennifer Hattrick discussed with the Board and Administration the need for sending out messages to the parents. The Administration will follow-up on Mrs. Hattrick's request. Daniel Berry requested the Board and Administration look at the schedule of chaperones used on field trips, since a consistent absence could be disruptive for the classroom students. Sean Hattrick requested that the Tuckahoe Educational Foundation also have a place on the Board agenda each month for reports.

XIII. Resolutions

Approve: Motion made by Daniel Crough, seconded by Sean Hattrick and unanimously carried; BE IT RESOLVED THAT: The Board of Trustees hereby approves the following resolutions numbered 1 through 9 and 11 through 13.

Appointments

**Tuckahoe Common School District
Minutes – Regular Board Meeting
October 9, 2018**

1. RESOLVED that the Board of Trustees does hereby appoint the following School Club Advisors and approves the following school clubs for the 2018/2019 school year; rate of pay \$499.00, for an eight-week cycle, one day per week for forty-five minutes per day:

Lou Castellano – Grades 3-5 Game Club – Tuesday
Barbara Imperiale – Grades 5-8 Photography Club – Tuesday
Carmella Palumbo – Grades 5-8 Drama Club – Tuesday
Christina Collins – Grades 3-5 Homework Club – Tuesday
Kerry Terry – Grades 6-8 Homework Club – Tuesday
JoAnne Vitiello – Grades K-2 Zumba Kids, Jr. – Tuesday
Allison Whittle – Grades 2-3 Jewelry Club – Tuesday
Michael Purcell – Grades 4-8 Soccer Club – Tuesday
Jessica Ovanessian – Grades 4-8 Robotics Club – Tuesday
Bonnie Downs – Grades 5-8 Kindness Club - Tuesday
Dr. Sharyn Lawall – Grades 2-4 Mindfulness Club – Wednesday
Barbara Imperiale – Grades 1-3 Water Color Painting Club – Wednesday
Lou Castellano – Grade 3-6 Comedy Club – Wednesday
Carmella Palumbo – Grades 5-8 Drama Club – Wednesday
JoAnne Vitiello – Grades 4-6 Zumba Kids – Wednesday
Megan Farrell – Grades 3-5 Homework Club – Wednesday
Dierdre Greenwald – Grades 6-8 Homework Club - Wednesday
Laurie Verdeschi – Grades K-6 Computer Coding Club – Wednesday
Allison Whittle – Grades 1-2 Soccer Club – Wednesday
Jessica Ovanessian – Grade 3 – Jr. Robotics Club - Wednesday
Laura Colfer – Grades 3-5 Homework Club – Thursday
Barbara Imperiale – Grades 2-4 Empty Bowls Club – Thursday
JoAnne Vitiello – Grades 2-4 Zumba Kids – Thursday
Michael Purcell – Grades 4-8 Soccer Club – Thursday
Laurie Verdeschi – Grades K-2 Lego Club – Thursday
Lou Castellano – Grades 3-6 Karaoke Club – Thursday
Peter Falango – Grades 4-8 Chorus Club – Thursday
Carmella Palumbo – Grades 5-8 Drama Club -Thursday
Kerry Terry – Grades 6-8 Homework Club – Thursday
Dr. Sharyn Lawall – Grades 7-8 Peer Tutoring - Thursday

Administrative

2. RESOLVED that the Board of Trustees of the Tuckahoe Common School District in concurrence with Chapter 243 of the New York State Laws of 2007 and in concurrence with New York State Law Sections 207 and 4403, and Part 200 of the Commissioner’s Regulations, adopt the District Plan for the Education of Children with Disabling Conditions ages 3 to 21, for the period September 2018 through September 2020.

**Tuckahoe Common School District
Minutes – Regular Board Meeting
October 9, 2018**

Field Trips

3. RESOLVED that the Board of Trustees approve the field trip request of Grades 4 to visit the Smithtown Historical Society to experience life in the 19th Century on November 9, 2018, 8:30 a.m. to 2:30 p.m. at an approximate cost to the district of \$877.90.
4. RESOLVED that the Board of Trustees approve the field trip request of Grades 5-8 to visit the Southampton Cultural Arts Center for a performance of *The Red Badge of Courage* on October 30, 2018 from 12:10 p.m. to 2:20 p.m. at an approximate cost to the district of \$959.88.
5. RESOLVED that the Board of Trustees approve the field trip request of Grade 3 to visit the Westhampton Beach Performing Arts Center for a performance of *Mathematical Mysteries* on February 11, 2019 from 10:30 a.m. to 2:30 p.m. at an approximate cost to the district of \$415.94.
6. RESOLVED that the Board of Trustees approve the field trip request of Grades 6 and 7 to visit the Hampton Bays Middle School for a Southampton Youth Bureau Bully Prevention Workshop on October 24, 2018 from 10:00 a.m. to 2:00 p.m. at an approximate cost to the district of \$415.94.

Policy

7. RESOLVED that the Board of Trustees approve the following Tuckahoe Common School District policies.

Policy 0110 – Sexual Harassment
Policy 0110-R – Sexual Harassment Regulation
Policy 1400 – Public Complaints
Policy 2340 – Notice of Meetings
Policy 4311.1-R Display of the Flag Regulation

Finance

8. WHEREAS, the Board of Trustees of the Tuckahoe Common School District has committed to ensuring a responsible budget for the 2018-2019 school year that ensures adequate and proper instruction and payment of all necessary expenses;
THEREFORE, BE IT RESOLVED that this Board of Trustees herein set the tax levy for the 2018-2019 school year for \$18,996,772. This levy is \$100,000 less than the \$19,096,772 budgeted for 2018-2019.
9. WHEREAS, the Board of Trustees of the Tuckahoe Common School District has been committed to fiscal responsibility to this community; and,
WHEREAS, based on the combination of reductions in enrollment and other cost-saving efficiencies, some budgeted funds from 2017-2018 were unspent;
THEREFORE, BE IT RESOLVED that the Board of Trustees authorizes that the Unassigned Fund Balance be fully funded to the maximum of 4% for a total of \$847,886 as per guidelines as provided by the New York State Real Property Tax Law Section 1318, and the remaining funds be allocated to the Workers Compensation Reserve Fund, Unemployment Reserve Fund, Employee Retirement Reserve Fund and the Employee Benefit Accrued Liability Reserve Fund.

**Tuckahoe Common School District
Minutes – Regular Board Meeting
October 9, 2018**

THEREFORE, BE IT FURTHER RESOLVED that the Board of Trustees authorizes an increase to the amounts previously approved at the June 11, 2018 Board meeting for the Workers Compensation Reserve Fund by \$28,437; Unemployment Reserve Fund be increased by \$28,437; Employee Retirement Reserve Fund be increased by \$28,437; and the amount previously approved for Employee Benefit Accrued Liability Reserve Fund be reduced by \$150,000 to \$50,000.

10. RESOLVED, that the Board of Trustees approve the Third Party Custody Agreement among BNB Bank, Tuckahoe Common School District and Manufacturers and Traders Trust Company to utilize irrevocable Letters of Credit issued by the Federal Home Loans Bank of New York for the benefit of the Tuckahoe Common School District, at a margin of 100%, as Eligible Collateral.

TABLED

Building Use

11. RESOLVED that the Board of Trustees approve the building use request of JoAnne Vitiello to teach Zumba to staff of the Tuckahoe CSD and Southampton UFSD from 3:00 p.m. to 4:30 p.m. during the 2018-2019 school year in the gymnasium or cafetorium based on staff and room availability. Proceeds will be donated to the Tuckahoe Reading Department for summer reading and the Tuckahoe CSD for surfing lessons.
12. RESOLVED that the Board of Trustees approve the building use request of the Joy Dance Academy to utilize the cafetorium and several classrooms for a dress rehearsal and recital in the Spring of 2019, date to be determined in conjunction with TCSD Principal and Head Custodian, with district costs to be reimbursed by Joy Dance Academy.

CSE Recommendations

13. 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 September 7, 2018, September 13, 2018, September 14, 2018, September 17, 2018, September 21, 2018, September 26, 2018, September 28, 2018 and October 3, 2018 for the following students.

#111040000	#120480237	#120480464	#120480008	#120480096
#111080000	#120480066	#120480228	#120480404	

XIV. Audit Committee Meeting

At 8:25 p.m., Daniel Crough adjourned the Regular Meeting and convened a meeting of the Audit Committee, seconded by Robert E. Grisnik and unanimously approved.

- Claims Auditor Report – January 1, 2018 to June 30, 2018

**Tuckahoe Common School District
Minutes – Regular Board Meeting
October 9, 2018**

14. RESOLVED that the Board of Trustees accept the Claims Auditor Report for the period January 1, 2018 to June 30, 2018.

Approve: Motion made by _____ seconded by _____

- Cullen & Danowski LLP, External Auditors – Presentation of the Audited Financial Statements for the 2017/2018 School Year

15. RESOLVED that the Board of Trustees accept the Audited Financial Statements as presented for the school year 2017/2018.

Approve: Motion made by Daniel Crough, seconded by Robert E. Grisnik, and unanimously carried.

XV. Adjourn Meeting

At 9:45 p.m., the Sean Hatrick made a motion to adjourn the Audit Committee Meeting and the Regular Meeting, seconded by Robert E. Grisnik and unanimously carried.

*Signed: **Linda Springer***
Linda Springer, District Clerk