

**TUCKAHOE COMMON SCHOOL DISTRICT**  
**Minutes - REGULAR BOARD MEETING**  
**September 11, 2023**

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:

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

Leonard Skuggevik, Superintendent  
Lauri Lenahan, District Clerk  
Doreen Buckley, Assistant Superintendent  
Katelyn Fretto, Business Official  
Marie Sellers, District Treasurer

The following individuals were also present:

Brian Paddleford    Terry Kerry    Justine Charos    Rachel Copt    Mary-Alice Halsey  
Alison Schmidt    Angela Parisi

**I. Pledge of Allegiance**

**II. Moment of Silence in Remembrance of 9/11**

**III. Approval of Minutes**

RESOLVED that the Board of Trustees approve the minutes of the Special Meeting on August 4, 2023, Regular Board Meeting on August 7, 2023, and Work Session on August 28, 2023.

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

**IV. Treasurer's Report**

RESOLVED that the Board of Trustees approve the Treasurer's Report for the month of July 2023.

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

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**V. Correspondence**

1. Correspondence received from Eastern Suffolk BOCES to congratulate Mr. Robert E. Grisnik on his re-election to the Tuckahoe Common School Board of Trustees.
2. Correspondence received from Rogers Memorial Library thanking Lauri Lenahan and Linda Cennamo for making the Budget Vote and Trustee Election a success.
3. Correspondence regarding the P.T.O Back to School Celebration, Thursday, September 14, 2023, from 5:30 – 7:30 pm.

**VI. Superintendent/Principal Report**

1. **Enrollment Update:**

PK-15, K-23, Grade 1-28, Grade 2-24, Grade 3-25, Grade 4-23, Grade 5-27, Grade 6-29, Grade 7-24, Grade 8-21 = 239

Southampton Elementary/Intermediate Schools-4, Southampton H.S.-131, WHBLC-3, Our Lady of the Hamptons-32, Raynor Country Day School-2, Montessori-1, St. Anthony's-1, Hayground-1, Lower Ross-8, Moriches Interm-1, Anderson Center-1, Alternatives-2, Home Schooled-2 = 189

Total Enrollment: 428 students

2. Mr. Skuggevik updated the Board on the opening of the new school year including clubs, modern shop class, SYA after-school program, P.T.O., and the emergency evacuation drill.
3. Mr. Skuggevik informed the Board of the upcoming meeting regarding the Shinnecock Council high school request.

**VII. Business Official's Report**

1. Mr. Paddleford reviewed his "News & Notes" he prepared regarding work that has been completed to date.
2. Mrs. Fretto reviewed the Residency Report.
3. Mrs. Fretto updated the Board on bus transportation on the first week of school.

**VIII. Assistant Superintendent Report**

1. Ms. Buckley and Mrs. Parisi updated the Board with a presentation and information regarding the summer program and its success, thanking Mr. Skuggevik, teachers, custodial staff, and cafeteria staff. Mrs. Terry and Ms. Charos added that the children were very happy to attend the program.

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**IX. New Business - None**

**X. Old Business**

1. Mr. Skuggevik updated the Board on an estimate received regarding the possibility of building a track on school property.

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

1. Alison Schmidt, P.T.O. President, updated the Board on the first event, Back to School Celebration, Thursday, September 14, 2023, from 5:30 – 7:30 p.m. and other future events the P.T.O has planned for the 2023/2024 school year.

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

1. RESOLVED that the Board of Trustees approves the removal of the Tuckahoe Educational Foundation Report from the Board of Trustees Agenda.

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

**XIII. Public Commentary - None**

**XIV. Resolutions**

Approve: Motion made by Sean Hattrick, seconded by Timothy M. Gilmartin, and unanimously carried;  
BE IT RESOLVED THAT: The Board of Trustees hereby approves the following resolutions numbered 1 through 3 and 5 through 32.

**Personnel**

1. RESOLVED that the Board of Trustees accept with regret the resignation of Julia Wynne from the position of Permanent Substitute effective September 1, 2023.
2. RESOLVED that the Board of Trustees accept with regret the resignation of Frank Iaccio from the position of School Monitor effective September 6, 2023.
3. RESOLVED that the Board of Trustees approve Cholena Smith-Boyd to the position of Permanent Substitute for the 2023/2024 school year effective September 1, 2023, through June 30, 2024; at a rate of pay of \$160 per diem.

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4. RESOLVED that the Board of Trustees approve Rachel Copt to the position of Permanent Substitute for the 2023/2024 school year effective September 1, 2023, through June 30, 2024; at a rate of pay of \$185 per diem.

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

5. RESOLVED that the Board of Trustees approve Erin Albanese as Substitute Teacher as needed for the 2023/2024 school year effective September 1, 2023, until June 30, 2024, at a per diem rate of \$185.
6. RESOLVED that the Board of Trustees accept the resignation of Justine Charos from the position of Grade 7 Class Advisor (Schedule B) for the 2023/2024 school year.
7. RESOLVED that the Board of Trustees approve the appointment of all members of the Tuckahoe Teachers' Association to work in their regular professional capacity outside of regular school hours and be compensated at their regular salary pro-rated on an hourly basis (1/200th of salary/7 hours), as approved in advance by the Superintendent.

**Appointments**

8. RESOLVED that the Board of Trustees approve the title change of Christopher Capalbo from the position of Custodial Worker I to Custodial Worker II effective July 1, 2023.
9. RESOLVED that the Board of Trustees approve the discontinuation of the annual First Responder stipend to Christopher Capalbo, end date effective August 31, 2023. Employee will receive stipend as per the CSEA contract, prorated.
10. RESOLVED that the Board of Trustees approve the appointment of Nancy Roumeliotis to the position of First Responder effective September 1, 2023. Employee will receive stipend as per the CSEA contract, prorated.
11. RESOLVED that the Board of Trustees does hereby appoint the following Extracurricular Advisor (Schedule B) for the 2023/2024 school year:  
Kathryn Bernichon – Grade 7 Class Advisor - \$1,338

**Administrative**

12. WHEREAS, §30-2.9 of the Rules of the Board of Regents requires certification of lead evaluators for purposes of conducting evaluations of teachers and principals in accordance with the requirements under §3012-c of the Education Law, respecting Annual Professional Performance Reviews; WHEREAS, the individual named below has successfully completed a training course that meets the requirements prescribed in §30-2.9(b) of the Rules of the Board of Regents;

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NOW, THEREFORE, BE IT RESOLVED, that the Tuckahoe Common School District certify the following individual as a lead evaluator: Leonard Skuggevik, Superintendent/Principal

13. WHEREAS, §30-2.9 of the Rules of the Board of Regents requires certification of lead evaluators for purposes of conducting evaluations of teachers in accordance with the requirements under §3012-c of the Education Law, respecting Annual Professional Performance Reviews; WHEREAS, the individual named below has successfully completed a training course that meets the requirements prescribed in §30-2.9(b) of the Rules of the Board of Regents; NOW, THEREFORE, BE IT RESOLVED, that the Tuckahoe Common School District certify the following individual as a lead evaluator: Doreen Buckley, Assistant Superintendent
14. WHEREAS, §30-2.9 of the Rules of the Board of Regents requires certification of lead evaluators for purposes of conducting evaluations of teachers and principals in accordance with the requirements under §3012-c of the Education Law, respecting Annual Professional Performance Reviews; WHEREAS, the individual named below has successfully completed a training course that meets the requirements prescribed in §30-2.9(b) of the Rules of the Board of Regents; NOW, THEREFORE, BE IT RESOLVED, that the Tuckahoe Common School District certify the following individual as a lead evaluator: Allan Gerstenlauer
15. RESOLVED that the Board of Trustees approve the 2023/2024 Tuckahoe Common School District Response To Intervention (RTI) Plan for the 2023/2024 school year.

**Program**

16. RESOLVED that the Board of Trustees approve the Project SAVE Building Safety Plan and District Safety Plan for the 2023/2024 school year.

**Finance**

17. RESOLVED that the Board of Trustees approve payment to Allan Gerstenlauer for Principal Evaluator Services for the 2023/2024 school year at an estimated cost of \$4,000.
18. 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, the following outdated items:  
Tandberg Video Camera, (Asset Tag #5271), VR605HF VCR Player, HR-XVC1U DVD/VCR Player, LD-V2200 Laser Disc Player, Premier Express Four Amplifier, GTX Guitar Amplifier, Samick BA 25 Bass Amplifier, Seven (7) Lyons Acoustic Guitars, which has been requested by the Business Official and reviewed by the Board of Trustees be declared obsolete and disposed of at the discretion of the School Business Official

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**Building Use Form**

19. RESOLVED that the Board of Trustees approve the building use request of Bonnie Downs to use the cafeteria and three (3) classrooms to host a Parent/Child Literacy Workshop on October 12, 2023, from 6:00 p.m. to 8:00 p.m.

**Field Trips**

20. 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 The Boy Who Cried Wolf on February 8, 2024, from 11:30 a.m. to 2:30 p.m. for a total cost of \$905.56, at an approximate cost to the district of \$500.56.
21. 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 The Rainbow Fish on March 6, 2024, from 11:30 a.m. to 2:30 p.m. for a total cost of \$905.56, at an approximate cost to the district of \$500.56.
22. RESOLVED that the Board of Trustees approve the field trip request of Grade 2 to visit the Westhampton Beach Performing Arts Center to attend the performance of The Rainbow Fish on March 6, 2024, from 9:15 a.m. to 1:00 p.m. for a total cost of \$896.84, at an approximate cost to the district of \$506.84.
23. RESOLVED that the Board of Trustees approve the field trip request of Grade 2 to visit the Westhampton Beach Performing Arts Center to attend the performance of Rosie Revere Engineer on May 16, 2024, from 9:15 a.m. to 1:00 p.m. for a total cost of \$896.84, at an approximate cost to the district of \$506.84.
24. RESOLVED that the Board of Trustees approve the field trip request of Grade 3 to visit the Westhampton Beach Performing Arts Center to attend the performance of University of Wonder on January 22, 2024, from 9:00 a.m. to 2:00 p.m. for a total cost of \$984.95, at an approximate cost to the district of \$609.95.
25. RESOLVED that the Board of Trustees approve the field trip request of Grade 3 to visit the Westhampton Beach Performing Arts Center to attend the performance of The Boy Who Cried Wolf on February 8, 2024, from 9:15 a.m. to 2:00 p.m. for a total cost of \$984.95, at an approximate cost to the district of \$609.95.
26. RESOLVED that the Board of Trustees approve the field trip request of Grade 2 to visit the Waterdrinker Family Farm for the purpose of Science Extension on October 19, 2023, with a rain date of October 26, 2023, from 9:15 a.m. to 1:15 p.m. for a total cost of \$966.84, at an approximate cost to the district of \$446.84.

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27. RESOLVED that the Board of Trustees approve Grade 8 to visit the Calverton National Cemetery on December 16, 2023, to participate in Wreaths Across America, from 8:00 a.m. to 1:00 p.m. at an approximate cost to the district of \$549.95.
28. RESOVLED that the Board of Trustees approve the field trip request of Grade 8 to visit Washington D.C. from April 3, 2024, through April 5, 2024, to visit historical monuments, landmarks, and museums in connection with the Social Studies curriculum at a total approximate cost of \$25,462.50.
29. 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 21, 2023, 11:30 a.m. to 2:30 a.m. for a total cost of \$808.73, at an approximate cost to the district of \$343.73.
30. RESOLVED that the Board of Trustees approve the field trip request of Grade 1 to visit the Quogue Wildlife Refuge for the purpose of Social Studies Animals in Their Habitat on March 30, 2024, from 11:30 a.m. to 2:00 p.m., for a total cost of \$ 653.73 at an approximate cost to the district of \$343.73.
31. REOLVED that the Board of Trustees approve the field trip request of Grade 1 to visit the Southampton History Museum for the purpose of Social Studies curriculum on May 31, 2024, from 11:30 a.m. to 2:00 p.m., at an approximate cost to the district of \$343.73.

**CSE Recommendations**

32. RESOVED that the Board of Trustees approve the recommendations of the Committee on Special Education and the Committee on Pre School Education from the meetings held on September 1, 2023, and September 6, 2023, for the following students.

# 120480759      # 120480775

**XV. Audit Committee Meeting**

At 7:28 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 – January 1, 2023, to June 30, 2023**

2. RESOLVED that the Board of Trustees approve the Claims Auditor Report for January 1, 2023, through June 30, 2023, as presented.

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

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**XVI. Executive Session**

At 7:32 p.m. Sean Hattrick made a motion to adjourn the Audit Committee meeting and convene Executive Session to discuss contractual matters, seconded by Timothy M. Gilmartin, and unanimously carried.

At 7:43 p.m., the Board came out of Executive Session.

At 7:44 p.m., Sean Hattrick made a motion to adjourn the meeting, seconded by Timothy M. Gilmartin, and unanimously carried.

Signed:  
Lauri Lenahan, District Clerk