

**Bridgehampton School District  
Board of Education Business Meeting  
November 30, 2011  
MINUTES**

**I. ROUTINE MATTERS:**

**A)** Call to Order at 7:00pm by Nicki Hemby, Board President, with the following people present:  
Elizabeth Kotz, Lillian Tyree, Larry LaPointe, Ron White, Doug DeGroot, Dr. Lois R. Favre (Superintendent), John L. Pryor (Principal), Robert Hauser, Tom Volz (attorney), Michael Vigliotta (attorney), David Holmes, Judiann Fayyaz, Sean Sharp

**B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the revised Proposed BOE Agenda, dated November 30, 2011.

Motion: Elizabeth Kotz      Second: Ron White      Vote: 6-0

**C) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the October 26, 2011 and November 7, 2011 Board Meetings.

Motion: Elizabeth Kotz      Second: Ron White      Vote: 6-0

**D)** Invitation to visitors to address the Board of Education on agenda items

**E)** Communications: Ms. Hemby announced that there will be a collection from all past and current Board members for a bench to be donated in Joyce's memory.

**F)** Board of Education Items

- 1) Update from Audit Committee: 9/28/11 meeting minutes
- 2) Update from Budget Advisory Committee: 10/26/11 and 11/9/11 meetings
- 3) Update from Facilities and Grounds Committee: 11/15/11
- 4) Update from Safety Committee: 11/15/11
- 5) Update from Strategic Planning Committee : 11/1/11 and 11/15/11

**G)** Consideration of additional items for the Agenda

**II. ANNOUNCEMENTS**

**A)** December 2, 2011: Wellness Committee- 2:45pm

**B)** December 3, 2011: SAT Exam

**C)** December 6, 2011: Strategic Planning Committee- 2:45pm

**D)** December 7, 2011: Policy Review Committee- 5:00pm

**E)** December 7, 2011: Budget Advisory Committee- 6:00pm

**F)** December 8, 2011: Secondary Winter Concert- 7:00pm

**G)** December 10, 2011: ACT Exam

**H)** December 15, 2011: Elementary Winter Concert- 7:00pm

**I)** December 16, 2011: Second Quarter Progress Reports

**J)** December 21, 2011: Budget Advisory Committee- 6:00pm

**K)** December 21, 2011: BOE Business Meeting

**L)** December 22, 2011: Student Council Holiday Luncheon

**M)** December 23-26, 2011: District Closed

**N)** December 27-29, 2011: District Open

- O) December 30, 2011: District Closed
- P) January 2, 2012: District Closed
- Q) January 3, 2012: Classes Resume

### III. REPORTS:

#### A) Superintendent's Report

- 1) APPR Update: Dr. Favre met with the attorneys and they decided on a rubric. They will work with the BTA and hope to present to the Board shortly. Dr. Favre and Mr. Pryor will develop over the holidays, a training for the teachers.
- 2) TAP (Teen Assessment Project) Update: Dr. Favre explained that TAP surveys all 8<sup>th</sup>, 10<sup>th</sup> and 12<sup>th</sup> grade students residing in Southampton Town. The anonymous survey will provide Bridgehampton with specific information with regard to
- 3) Middle States Accreditation Update: Strategic Planning Committee decided on 4 major goals: 1. Communication; 2. Improve facilities; 3. Prepare students for college; 4. Improve overall student achievement

#### B) Principal's Report

- 1) Evacuation Drill Report

#### C) Business Administrator's Report

- 1) Ongoing Building Project Update

### IV. OLD BUSINESS

- A) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the second reading of Policy #4321.2- School- Wide Pre-Referral Approaches and Interventions.

Motion: Lillian Tyree

Second: Ron White

Vote: 6-0

### V. NEW BUSINESS

- A) **Resolved** that the Board of Education of the Bridgehampton UFSD approves change order #3 for the Window Project, as described in the attached letter from the architect dated November 29, 2011, to supply and install 89 roller shades in the main building and 5 in the Pre-K building. Shades to be manual clutch Draper shades, SW 3500, 5%open, 24lb. Clutch, Color Graystone, at a cost of \$18,272 and authorizes the Superintendent to sign the change order as proposed.

Motion: Lillian Tyree

Second: Lillian Tyree

Vote: 6-0

- B) **Resolved** that the Board of Education of the Bridgehampton UFSD approves change order #1 for the Kindergarten window bay, as described in the attached letter from the architect dated October 17, 2011, to supply and install r-19 fiberglass insulation, plywood sheathing and Tyvek building wrap at exterior walls of the kindergarten bay window, at a cost of \$5,200 and authorizes the Superintendent to sign the change order as proposed.

Motion: Nicki Hemby

Second: Ron White

Vote: 6-0

**C) Resolved** that the Board of Education of the Bridgehampton UFSD, acting as the lead agency for State Environmental Quality Review Act determinations, finds that the proposed cafeteria project in the main building at the Bridgehampton School is a Type II action.

Motion: Lillian Tyree

Second: Ron White

Vote: 6-0

**D) Resolved** that the Board of Education of the Bridgehampton UFSD approves BookSmart Accounting, a division of Corporate Accounting Solutions Inc., to serve as Internal Accountant for the 2011-2012 school year at an annual fee not to exceed \$34,000 and authorizes the Superintendent to sign the Letter of Engagement.

Motion: Lillian Tyree

Second: Ron White

Vote: 6-0

**E) Resolved** that the Board of Education of the Bridgehampton UFSD approves Chaleff & Rogers Architects P.C. to serve as Architects for the remainder of the 2011-2012 school year at an hourly rate of \$160 for the Principal Architect and at an hourly rate of \$110 for an Associate not to exceed \$25,000 and authorizes the Superintendent to sign the Letter of Engagement.

Motion: Ron White

Second: Lillian Tyree

Vote: 6-0

**F) Resolved** that the Board of Education of the Bridgehampton UFSD approves the surplus (removal or donation) of the items delineated on the attached lists submitted by Sean Sharp dated November 21, 2011 and Tom Stevenson dated November 28, 2011.

Motion: Ron White

Second: Lillian Tyree

Vote: 6-0

**VI. SUPERINTENDENT'S RECOMMENDATIONS:**

**A) Financial Matters**

**1) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the following 2011-2012 budget transfers.

2011/2012 BUDGET TRANSFERS				
FROM ACCT	AMOUNT	TO ACCT	AMOUNT	
A2250.400 Students with Disabilities	\$22,884.00	A2630.400 Computer Assisted Instruction	\$22,884.00	Wireless Computer Configuration

Motion: Ron White

Second: Lillian Tyree

Vote: 6-0

**2) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 9 Fund A with 73 Claims in the amount of \$340,099.30.

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 6 Fund C with 2 Claims in the amount of \$205.95.

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #8 Fund H with 2 Claims in the amount of \$4,085.36.

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund F with 2 Claims in the amount of \$5,150.00.

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #10 Fund A with 46 Claims in the amount of \$297,425.89.

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #9 Fund H with 3 Claims in the amount of \$26,906.23.

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund F with 1 Claim in the amount of \$7,200.00.

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

- 9) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period 7/1/11-6/30/12.

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

- 10) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Budget Status Report for the period 7/1/11-6/30/12.

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

- 11) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the October's Monthly Treasurer's Report.

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

- 12) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the October Claims Auditor Report.

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

**13) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the External Audit Report Fiscal Year Ending June 30, 2011 from Cullen & Danowski, LLP.

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

**14) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the 5-year Administrative Technology Project Proposal (#BH-05-091511-2011-2016; \$62,693.37) as written and authorizes the Superintendent and BOE President to sign the BOCES proposal as written to begin the project in this 2011-2012 school year.

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

**15) Resolved** that the Board of Education of the Bridgehampton UFSD approve Linda Murphy to teach the 3D Geometric Design program, effective September 28, 2011 at a rate of \$68.97 per class (calculated as yearly rate divided by 200 divided by 6 hours, divided by 60 minutes (to determine a minute rate) times 38 minutes for each class, for the 2011-2012 school year

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

**B) Personnel**

**1) Resolved** that the Board of Education of the Bridgehampton UFSD appoints Laura Spillane as Deputy School District Treasurer effective December 1, 2011 at an annual salary of \$49,000 pro rated for the remainder of the 2011/12 school year.

Motion: Nicki Hemby                      Second: Ron White                      Vote: 6-0

**2) Resolved** that the Board of Education of the Bridgehampton UFSD appoints Sylvia Fridle as Employee Benefits Supervisor effective December 1, 2011 at a rate of \$26.00 per hour not to exceed 25 hours per week.

Motion: Nicki Hemby                      Second: Ron White                      Vote: 6-0

**3) Resolved** that the Board of Education of the Bridgehampton UFSD appoints Dwight Singleton to the position of Substitute Non Certified Teacher, at a pay rate of \$100 per day, effective December 30, 2011.

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

**4) Resolved** that the Board of Education of the Bridgehampton UFSD appoints Danielle Zahm to the position of Substitute Teacher, at a pay rate of \$150 per day, effective December 30, 2011.

Motion: Ron White                      Second: Lillian Tyree                      Vote: 6-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints Jonathan Bowe to the position of Substitute Teacher, at a pay rate of \$150 per day, effective December 30, 2011.

Motion: Ron White

Second: Lillian Tyree

Vote: 6-0

**C) Committee on Special Education**

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the recommendation of the Committee on Special Education for Students #10045; #00844, and authorizes the Superintendent to arrange for appropriate services.

Motion: Ron White

Second: Lillian Tyree

Vote: 6-0

**D) Committee on Preschool Special Education**

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the recommendation of the Committee on Preschool Special Education for Student #01134 and authorizes the Superintendent to arrange for appropriate services.

Motion: Ron White

Second: Lillian Tyree

Vote: 6-0

**E) Building Use Form**

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Application for Use of School Building submitted by Joanne Palisi for use of the café and kitchen area for service from 3:00pm – 8:00pm on the following dates: 12/13/11; 12/16/11; 1/4/12; 1/10/12; 1/17/12; 3/3/12; 3/10/12; 3/15/12 for Senior Class fundraisers.

Motion: Ron White

Second: Lillian Tyree

Vote: 6-0

- VII. Adjourn to Executive Session** at 7:43pm to discuss the personnel history of a particular individual.

Motion: Ron White

Second: Lillian Tyree

Vote: 6-0