

**Bridgehampton School District
Board of Education Business Meeting
January 25, 2012
MINUTES**

I. ROUTINE MATTERS:

- A)** Call to Order at 7:00pm by Nicki Hemby, President, with the following people present:

JoAnn Comfort, Elizabeth Kotz, Lillian Tyree, Larry LaPointe, Doug DeGroot, Dr. Lois R. Favre (Superintendent), John L. Pryor (Principal), Robert Hauser, Tom Volz (attorney)

- B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the revised Proposed BOE Agenda, dated January 25, 2012.

Motion: JoAnn Comfort Second: Lillian Tyree Vote: 6-0

- C) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the December 21, 2011 Board Meeting.

Motion: JoAnn Comfort Second: Lillian Tyree Vote: 6-0

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

- E)** Communications

- 1) State acknowledged receipt of BUFSD's corrective action plan to the Report of Examination 2011M-13 entitled Non-Resident Tuition
Board acknowledged receipt of the State's letter.

- F)** Board of Education Discussion Items

- 1) Committee Updates

a) Audit Committee: 11/30/11 and 12/21/11 Minutes;
Recommendation to the Board; Management Letter

- b) Budget Advisory Committee:

Discussed their review of the district's transportation, bus routes, and the Request for Proposals (RFP) the 2012-2013 school year. Board members requested the RFP proposal, when completed, be presented to the Board for review.

- c) Facilities and Grounds Committee: 1/10/12 Minutes

Reviewed the Energy Performance contract and agreed to the next step which allows for the company to perform an energy evaluation of the district campus.

There are still lingering issues with regard to some of the windows and their respective clarity.

- d) Policy Review Committee: 1/11/12 Minutes

Policies addressed by the committee are included in the agenda for Board resolution.

Attorney explained to the Board why the suspension of Policy #2410 is necessary in order to expedite the adoption of certain policies when they are deemed acceptable as written or are being rescinded.

e) Safety Committee: 1/10/12 Minutes

Reviewed the hardware items on campus: the new doors and their locks; the front door; and the handheld radios and their batteries.

2) Graduation date clarification

Graduation will commence on Sunday June 24, 2012 at 4:00pm.

3) Eligibility Policy- next steps

Discussion ensued. Eligibility policy will be reviewed and compared to other area school eligibility policies by a special committee in conjunction with the current Policy Committee. Results will be presented by the Policy Committee to the Board at the March meeting.

4) Set a Board training date

G) Consideration of additional items for the Agenda

II. ANNOUNCEMENTS

A) January 27, 2012: Second Quarter ends

B) January 28, 2012: SAT Exam

C) February 3, 2012: Second Quarter Report Cards

D) February 7, 2012: Strategic Planning Committee- 2:45pm

E) February 8, 2012: Policy Review Committee- 5:00pm

F) February 10, 2012: Wellness Committee- 2:45pm

G) February 11, 2012: ACT Exam

H) February 15, 2012: Budget Advisory Committee- 6:00pm

I) February 20, 2012: President's Day- District Closed

J) February 21-24, 2012: School Closed, District Open

K) February 29, 2012: BOE Meeting

III. REPORTS:

A) Superintendent's Report

1) Community Budget Meeting

Dr. Favre suggested to the Board the idea of the town meeting to discuss budget issues. Discussion ensued. Board agreed to moderated control groups where everyone was able to voice an opinion. Meeting is to take place prior to next Budget Advisory Committee meeting on February 8, 2012 at 7:00pm.

2) State of the State

Dr. Favre presented a PowerPoint presentation explaining the current status of the state and the potential effect on the district.

3) NYSSBA Training

Dr. Favre and Nicki Hemby attended the NYSSBA meeting in East Hampton, bringing back and sharing the information gathered with the Board. Dr. Favre will provide the Board with a copy of the information that was received at the training.

4) 2012-2013 School Calendar

Board approved the 2012-2013 school year calendar: 178 Instructional Days; 3 Superintendent Conference Days; 3 Inclement Weather Days = 184 Days

B) Principal's Report

- 1) Regents testing update
Mr. Pryor explained that there was a modified regents testing week for secondary students.
- 2) HMEA
Mr. Pryor announced that the Bridgehampton secondary students who were competing in HMEA were doing very well in the competition.
- 3) MLK
Mr. Pryor explained that on 2/16 there is scheduled a presentation for the secondary students about the Civil Rights Movement; and on 3/29 Patti Burke will present her documentary film on the Bataan Death March narrated by Alec Baldwin, to the secondary history students.
- 4) Hats and Headphones
Mr. Pryor discussed how he called a school assembly, praised the Basketball Team and Cheerleaders for keeping their dignity during the previous night's game, and as a reward they were allowed to wear their hats and headphones for the day.
- 5) BULA
Mr. Pryor announced that Sunwave donated the solar converter for the BULA project and that the pod was well on its way to being completed. The project is timed to co-inside with the Fiji government and the military shipping the BULA pod overseas. The deadline for students to go to Fiji is 2/5, if they intend to travel during spring break.
- 6) Cleaning of Lockers over the Holiday Break
Mr. Pryor explained that the lockers were cleaned out and disinfected over the break for preventative health measures.
- 7) Hands Are Not for Hitting
Mr. Pryor explained that the Retreat was scheduled to give a presentation to the elementary students.
- 8) College acceptances
Mr. Pryor announced to the Board that the senior college acceptances were starting to arrive.

C) Business Administrator's Report

- 1) Mini Bus
Mr. Hauser presented the Board with the results from having the Mini Bus evaluated. The cost to make the bus mechanically operational is a minimum of \$4,000, while the cost for making the bus physically operational is substantially more. The Board agreed to surplus the Mini Bus.
- 2) Pre-K Building
Mr. Hauser acknowledged Mr. Larry LaPointe' donation of time, labor and supplies to correct the surrounding ground pitch, in an attempt to prevent future water problems to the Pre-K building.
- 3) Middle School Building
Mr. Hauser explained that there is going to be a meeting with the architects to discuss possible renovations to the Middle School building.

- 4) District Office
Mr. Hauser explained to the Board that the contract with SunStream USA has been signed and that there will be a savings of about \$2,500 per year in electricity costs.
- 5) Special Education Building
There are no current items / issues needing to be addressed.
- 6) Café
Mr. Hauser explained that the State recommended some minor changes to the design specifics submitted for the Café and the architects are addressing them with new plans.
Also stated, was the design for the Café grease trap needed to be extended to the exterior of the building.
- 7) Windows, Shades and Screens
Mr. Hauser discussed the window situation. He acknowledged that a dozen or so windows needed attention. The windows with distortion were identified. There are 3 screen sets to be fixed. The chains installed on the windows need to be tightened.
- 8) Air Conditioning
Mr. Hauser stated that they are waiting for the project to be completed and stated that the holes created in the front of the building will be fixed.
- 9) Gutters and Down Spouts
Mr. Hauser stated that they are waiting to receive the 3 required quotes.

IV. NEW BUSINESS

- A) Resolved** that the Board of Education of the Bridgehampton UFSD approves Karen Hochstedler to assist the music department as an accompanist, at the rate of no more than \$25 per dress rehearsal, and no more than \$75 per concert for the 2011-2012 school year.

Motion: JoAnn Comfort

Second: Lillian Tyree

Vote: 6-0

- B) Resolved** that the Board of Education of the Bridgehampton UFSD approve the 2012-2013 school year calendar as attached.

Motion: JoAnn Comfort

Second: Lillian Tyree

Vote: 6-0

- B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the first reading of the following policies: Policy #4321: Programs for Students with Disabilities Under the IDEA and New York's Education Law Article 89; Policy #4321.1: Provision of Special Education Services in the Least Restrictive Environment; Policy #4325: Academic Intervention Services; Policy #4321.14: Special Education Personnel; Policy #4321.3: Allocation of Space for Special Education Programs; Policy #4321.4: Independent Educational Evaluations; Policy #4321.5: Confidentiality and Access to Individualized Education Programs, Individualized Education Services Programs and Service Plans; Policy #4321.6: Availability of Alternative Format Instructional Materials for Students with Disabilities; Policy #4321.13: Preschool Special Education; Policy #4531: Field

Trips and Excursions; Policy #4532: School Volunteers; Policy #4771: Early Graduation.

Motion: JoAnn Comfort Second: Lillian Tyree Vote: 6-0

- C) Resolved** that the Board of Education of the Bridgehampton UFSD suspends Policy #2410 in order to expedite the adoption of certain policies and approves the following policy and deems it acceptable as written: Policy #4321.9- Declassification of Students with Disabilities.

Motion: JoAnn Comfort Second: Lillian Tyree Vote: 6-0

- D) Resolved** that the Board of Education of the Bridgehampton UFSD approves the surplus (removal, sale or donation) of the 1990 Chevrolet Minibus.

Motion: JoAnn Comfort Second: Lillian Tyree Vote: 6-0

V. SUPERINTENDENT'S RECOMMENDATIONS:

A) Financial Matters

- 1) Resolved** that the Board of Education of the Bridgehampton UFSD hereby recognizes that Dr. Lois R. Favre has completed the required training for certification as a lead evaluator pursuant to the Commissioner's Regulations applicable to Annual Professional Performance Review, hereby certifies Dr. Lois R. Favre as the Lead Evaluator for purposes of conducting evaluations as part of the Annual Professional Performance Review, and authorizes Dr. Favre to modify the District's APPR plan to reflect her status as Lead Evaluator.

Motion: Elizabeth Kotz Second: JoAnn Comfort Vote: 6-0

- 2) Resolved** that the Board of Education of the Bridgehampton UFSD approves the District Audit Committee's recommendation to authorize the Superintendent to sign and send the Corrective Action Plan.

Motion: Elizabeth Kotz Second: JoAnn Comfort Vote: 6-0

- 3) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 14 Fund A with 39 Claims in the amount of \$77,140.57.

Motion: Lillian Tyree Second: JoAnn Comfort Vote: 6-0

- 4) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 15 Fund A with 25 Claims in the amount of \$156,618.93.

Motion: Lillian Tyree Second: JoAnn Comfort Vote: 6-0

- 5) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 16 Fund A with 1 Claim in the amount of \$121.50.

Motion: Lillian Tyree Second: JoAnn Comfort Vote: 6-0

6) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant # 6 Fund F with 1 Claim in the amount of \$4,446.00.

Motion: Lillian Tyree Second: JoAnn Comfort Vote: 6-0

7) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant # 9 Fund C with 2 Claims in the amount of \$205.95.

Motion: Lillian Tyree Second: JoAnn Comfort Vote: 6-0

8) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant # 10 Fund C with 1 Claim in the amount of \$16,611.34.

Motion: Lillian Tyree Second: JoAnn Comfort Vote: 6-0

9) Resoled that the Board of Education of the Bridgehampton UFSD accepts Warrant # 12 Fund H with 4 Claims in the amount of \$1,690.18.

Motion: Lillian Tyree Second: JoAnn Comfort Vote: 6-0

10)Resolved that the Board of Education of the Bridgehampton UFSD accepts the December's Monthly Treasurer's Report.

Motion: Lillian Tyree Second: JoAnn Comfort Vote: 6-0

11)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: Lillian Tyree Second: JoAnn Comfort Vote: 6-0

12)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: Lillian Tyree Second: JoAnn Comfort Vote: 6-0

13)Resolved that the Board of Education of the Bridgehampton UFSD accepts the December Claims Auditor Report.

Motion: Lillian Tyree Second: JoAnn Comfort Vote: 6-0

14)Resolved that the Board of Education of the Bridgehampton UFSD approves the contract with Nancy Karlebach, as a consultant to provide home instruction as needed for the 2011-2012 school year at a rate of \$66.72 per hour, subject to contract approval.

Motion: Lillian Tyree Second: JoAnn Comfort Vote: 6-0

B) 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 #10048 and #10054, and authorizes the Superintendent to arrange for appropriate services.

Motion: Lillian Tyree

Second: JoAnn Comfort Vote: 6-0

C) Building Use Form

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Application for Use of School Building submitted by Judiann Carmack-Fayyaz for use of the greenhouse and middle school on March 6 and 7, 2012 for Cornell to give a workshop on hydroponics to teachers from local schools.

Motion: Lillian Tyree

Second: JoAnn Comfort Vote: 6-0

VI. Adjourn to Executive Session at 8:12pm to discuss the personnel history of a particular individual and negotiations.

Motion: Lillian Tyree

Second: JoAnn Comfort Vote: 6-0

Resolved that the Board of Education of the Bridgehampton UFSD return to regular session at 8:25pm.

Motion: Lillian Tyree

Second: JoAnn Comfort Vote: 6-0

Resolved that the Board of Education of the Bridgehampton UFSD approves the Superintendent, working with Counsel, to engage in a contract with Johnson Controls for the next step to the Energy Performance Contract, that is of no cost to the district.

Motion: Lillian Tyree

Second: JoAnn Comfort Vote: 6-0

Respectfully submitted,

Jeannine Stallings
District Clerk