

**Bridgehampton School District  
Board of Education Business Meeting  
Wednesday, December 20, 2017  
Middle School – 4:30 PM  
MINUTES**

**I. ROUTINE MATTERS**

**A)** Upon having ascertained the presence of a Quorum and Roll Call, the President called the meeting to order at 4:34PM, followed by the Pledge.

**Present:** Ron White, President; Trustees: Jennifer Vinski, Kathleen McClelland, Mark Verzosa; Dr. Lois R. Favre, Superintendent; Robert Hauser, Assistant Superintendent of Finance & Facilities; Tammy A. Cavanaugh, District Clerk

**Counsel:** Michael Vigliotta

**Staff:** Michael Miller, Assistant Principal; Danielle Doscher, Guidance Director; Melisa Stiles, Treasurer; Teachers: Jeff Neubauer, Patrick Aiello, Michael Sherman

**Guests:** John Grillo, JAG Architect; Bob Caliendo, School Construction Consultants, Greg Metzger, Science Teacher from Southampton UFSD

**B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated December 20, 2017.

Motion: J. Vinski

Second: K. McClelland

Vote: 4-0

**C) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the November 15, 2017 Meeting of the Board of Education.

Motion: J. Vinski

Second: K. McClelland

Vote: 4-0

**D) Invitation to the Public:** The public at this time is cordially invited to bring before the Board any comments, questions or concerns.

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

**F)** Communications

- 1) SCOPE Education Services – Forum Newsletter – Fall 2017, Vol. 31 No 14
- 2) ES BOCES Dialogue Newsletter 2017-18 Vol. 1
- 3) Invitation to Suffolk Zone Professional Awards Dinner honoring Steve Meyers

**G)** Board of Education Discussion Items

- 1) Update on Expansion Project – John Grillo, Bob Caliendo & John Rhyner
- 2) Oceanography Club – Jeff Neubauer
- 3) District Wellness Committee (Dec 7)
- 4) Budget Advisory Committee (Nov 29)
- 5) Safety Committee (Dec 18)
- 6) Facilities & Grounds (Dec 18)

**\*5:22PM** Lillian Tyree Johnson arrived; Ron White left the meeting

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

**II. ANNOUNCEMENTS**

(a) December 21	Caroling Group Mini-tour
(b) December 22	Holiday Luncheon – 11:15am
(c) December 25-Jan 1	District Closed
(d) January 2	Classes Resume
(e) January 4	LI Trade Show Field Trip – VEI – Farmingdale State Coll.
(f) January 12 – 13	HMEA – MS Musicfest Rehearsal – Riverhead HS
(g) January 12	Superintendent’s Conference Day – No Students
(h) January 15	District Closed – Martin Luther King Day
(i) January 20	Student Art Festival – Guild Hall, E Hampton; K-8; 2-4pm
(j) January 24	Board of Education Meeting 7pm
(k) January 26	End of Second Quarter
(l) January 27	HMEA HS Musicfest Rehearsal – Eastport South Manor

**III. REPORTS**

**A) Superintendent**

- The transition team has been meeting regularly this month- working on budget, staffing, and attending to issues/concerns as they arise.
- We have secured a team of internal coordinators who work to assure that all pieces of our new middle states self-review are completed. We will be meeting as a team to plan the plan on January 4<sup>th</sup>.
- I have been attending the Opioid Task Force meeting for the town – from those meetings we have made a connection with Kim Laub from Hugs in Westhampton – Mike will update you on that - There will also be a town meeting for teens in January around the opioid/addiction theme – where the town can actually hear from our local youth – it promises to be another worthwhile opportunity to have our students involved and Mike is working on it assuring we have students to attend. I am part of the Prevention Committee for the Town (along with other area educators, town representatives, and parents, and community members).
- We submitted our CTE applications to the state for approval for the 4 pathways – Agri-Business/Natural Resources/Plant Systems/Food Production and Processing – we will keep the board updated on progress, and hopefully approval
- A meeting with parents and students is being planned for early January – aligning with a robotics meeting – we will assure notification once the plan is in place
- We are planning our Superintendent Conference day for January 12<sup>th</sup>- featuring Jim Wright – who is returning to the district to speak about next steps for Bridgehampton with our Response to Intervention programming.
- Have a Merry Christmas to those who celebrate – and all the best for the New Year.

## **B) Assistant Superintendent of Finance & Facilities Report**

### Finance

- 2018/19 budget process has started.
- Bridgehampton tax base growth factor will be 3.89%
- Waiting for final allowable levy growth factor (CPI)

### Facilities

- New construction plans with state Education Department
- Update from architect and construction manager

## **C) Assistant Principal Report**

- First Round Of Observations Are Almost Complete
- Evacuation Drill- Thanksgiving Feast
- PBIS Assembly- Student of the Month Awards- ARF Attended
- Girls On The Run- 5K
- Lisa Grippo- Z-Space Attended A Faculty Meeting
- Kameron Kaiser- Rocket Launch In Class
- Student Government- Shelter Island Leadership Retreat- Martin Luther King Weekend
- Suffolk Zone Physical Education Award- Milo Youngerman and Autumn Street
- Steve Meyers- Suffolk County Middle School Physical Education Award Winner
- Wellness Meeting
- John Grillo- Plans For The Expansion
- Youth Bureau TAP Survey Was Administered
- Winter Concert- Great Job By Our Students- David Elliott- Lindsey Sanchez
- Lock Down Drill
- Gingerbread Houses
- Staying Safe Presentation- 9th-12th
- Katie's Secret presentation- 6th-8th
- Brick Walkway Presentation
- Tasting- Fish Sticks

## **D) Director of Curriculum & Assessment Report**

- **Curriculum** – Working w/Dr. Favre on the curriculum review process so we have an ongoing way to evaluate the curriculum...we anticipate introducing to staff this year
- **iREADY** – hosted a rep from Curriculum Associates on the 7<sup>th</sup> for a computer based diagnostic program that would be given 3 x's a year. Students are given a placement test w/detailed report of strength/weaknesses along with individualized lesson plans tailored to meet the students weakness AND pinpoints the strengths
- **Monthly Parent** nights will continue in January w/bingo night – will be a fun event for all
- **Christmas giving**- Presbyterian Church will provide holiday basket of food/gift cards to students (18 families=37 students)
- **Contacted by Connie Judson** (Ross School) about donating toys to us from toy drive (to be included with other Xmas 'giving')

- **Hampton Library** - Contacted yearly by Josh Perry (Youth Director at BH library) w/their 'Book Angel' program that provides a nicely wrapped book for all our students in grades Pre-K-5<sup>th</sup> (Pre-k just added this year)

## E) NEW BUSINESS

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD authorizes the District Clerk to destroy all unused ballots from the Special Vote of December 13, 2016.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Surplus List submitted by Sean Sharp on December 14, 2017.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Surplus List submitted by John Daniels on December 8, 2017.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the CSEA Employee Benefit Fund Retiree Vision Plan Memorandum of Agreement dated November 15, 2017 and authorizes the Superintendent to sign the agreement.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

## F) SUPERINTENDENT'S RECOMMENDATIONS

### A) FINANCIAL MATTERS

**\*Consent Agenda; Items A1 – A32 – with acknowledgement of gratitude for Items 1 & 2 by Board Vice President.**

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the donation from Liberty Iron Works of a stop mechanism for the Robotics team Robot at a value of \$200.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the donation to the Varsity Basketball Team from Allison Diana in the amount of \$500.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

- 3) **RESOLVED** that the Board of Education of the Bridgehampton UFSD approves the Joint Municipal Cooperative Bidding Program for 2017-2018, as follows:

**WHEREAS**, various educational and municipal corporations located within the State of New York desire to bid jointly for generally needed services and standardized supply and equipment items; and

**WHEREAS**, the Bridgehampton UFSD, an educational/municipal corporation (hereinafter the "Participant") is desirous of selectively participating with other educational and/or municipal corporations in the State of New York in joint bidding in the areas mentioned above pursuant to General Municipal Law § 119-o and Education Law Section 1950; and

**WHEREAS**, the Participant is a municipality within the meaning of General Municipal Law § 119-n and is eligible to participate in the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter Eastern Suffolk BOCES) Joint Municipal Cooperative Bidding Program (hereinafter the "Program") in the areas mentioned above; and

**WHEREAS**, the Participant acknowledges receipt of the Program description inclusive of Eastern Suffolk BOCES' standard bid packet and the general conditions relating to said Program; and

**WHEREAS**, with respect to all activities conducted by the Program, the Participant wishes to delegate to Eastern Suffolk BOCES the responsibility for drafting of bid specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding the bids, and reporting the results to the Participant.

**BE IT RESOLVED** that the Participant hereby appoints Eastern Suffolk BOCES to represent it and to act as the lead agent in all matters related to the Program as described above; and

**BE IT FURTHER RESOLVED** that the Participant hereby authorizes Eastern Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for the Program; and

**BE IT FURTHER RESOLVED** that a Participant Meeting shall be held annually consisting of a representative from each Program Participant. Notice of the meeting shall be given to each representative at least five (5) days prior to such meeting; and

**BE IT FURTHER RESOLVED** that an Advisory Committee will be formed consisting of five to ten representatives of Program Participants for a term of three (3) years as authorized by General Municipal Law §119-o.2.j.

**BE IT FURTHER RESOLVED** that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law §119-o.2.j.

**BE IT FURTHER RESOLVED** that the Participant agrees to pay Eastern Suffolk BOCES an annual fee as determined annually by Eastern Suffolk BOCES to act as the lead agent for the Program.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD authorizes payment of bus transportation to and from the airport for the Senior Class Trip to Orlando, Florida, departing Islip MacArthur Airport on Wednesday, May 30, 2018 and returning on Sunday, June 3, 2018.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Flexible Compensation Agreement between the District and FBA of Syosset from January 1, 2018 through December 31, 2018 at a cost of \$4.40 per number of employees covered by the plan, per month and authorizes the Board President to sign the agreement.

Motion: J. Vinski

Second: K. McClelland

Vote: 4-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the proposed bid for Electrical Services for the 2017-2018 school year as specified by Gregory Electric Shop of Bridgehampton, Inc.

Motion: J. Vinski

Second: K. McClelland

Vote: 4-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Special Education Services Contract with East Quogue UFSD and authorizes the Board President to sign the contract.

Motion: J. Vinski

Second: K. McClelland

Vote: 4-0

- 8) **RESOLVED** that the Board of Education of the Bridgehampton UFSD approves the appointment of Robert Hauser to serve as the official voting representative for the Bridgehampton Union Free School District on the shared services panel of Suffolk County; and

**WHEREAS**, in accordance with the New York State County-wide Shared Services Initiative enacted by Part BBB of Chapter 59 of the Laws of 2017 (“the Law”), Suffolk County Executive Steven Bellone serves as chair of the Shared Services Panel (“the Panel”) for Suffolk County; and

**WHEREAS**, as allowed under the Law, County Executive Bellone invited all school districts within Suffolk County to participate in the county-wide shared services property tax savings plan; and

**WHEREAS**, the Law requires the governing body of any such school district which wishes to accept such invitation to select a representative of such governing body, by majority vote, to serve as a member of the Panel; and

**WHEREAS**, the governing body of the Bridgehampton Union Free School District is the Board of Education of the Bridgehampton UFSD; now, therefore be it

**1<sup>st</sup> Resolved**, that the Board of Education of the Bridgehampton UFSD, as the governing body of the Bridgehampton UFSD, hereby accepts the invitation of Suffolk County Executive Steven Bellone to participate on the Shared Services Panel of Suffolk County and authorizes the Board President to execute the Intermunicipal Cooperation Agreement establishing SuffolkShare; and

**2<sup>nd</sup> Resolved**, that Robert Hauser is hereby appointed to serve as the official voting representative for the Bridgehampton UFSD.

Motion: J. Vinski

Second: K. McClelland

Vote: 4-0

**9) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #14 Fund A with 58 Claims in the amount of \$461,989.09.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**10) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #7 Fund C with 10 Claims in the amount of \$2,519.79.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**11) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #13 Fund H with 3 Claims in the amount of \$3,805.87.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**12) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #10 Fund T with 14 Claims in the amount of \$108,801.41.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**13) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #15 Fund A with 34 Claims in the amount of \$48,609.26.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**14) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #16 Fund A with 25 Claims in the amount of \$21,306.80.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**15) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #8 Fund C with 11 Claims in the amount of \$2,154.91.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**16) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #9 Fund F with 2 Claims in the amount of \$5,058.81.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**17) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #15 Fund H with 2 Claims in the amount of \$23,892.50.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**18) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #14 Fund H with 1 Claim in the amount of \$5,782.80.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**19)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #16 Fund H with 1 Claim in the amount of \$1,270.00

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**20)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #11 Fund T with 19 Claims in the amount of \$112,131.42.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**21)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #17 Fund A with 58 Claims in the amount of \$323,828.65.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**22)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #18 Fund A with 2 Claims in the amount of \$4,580.35.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**23)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #9 Fund C with 15 Claims in the amount of \$7,549.89.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**24)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #10 Fund F with 1 Claim in the amount of \$879.10.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**25)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #17 Fund H with 2 Claims in the amount of \$3,325.00.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**26)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #18 Fund H with 1 Claim in the amount of \$11,412.50.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**27)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #12 Fund T with 14 Claims in the amount of \$103,231.41.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**28)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #1 Fund TE with 1 voided claim in the amount of \$250.00.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0



**29) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for November 30, 2017.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**30) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period 07/01/17 – 11/30/17.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**31) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Status Report for the period 07/01/17 – 11/30/17.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**32) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Treasurer's Report for the period 07/01/17 – 11/30/17.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**B) PERSONNEL**

**1) Resolved** that the Board of Education of the Bridgehampton UFSD approves John Reilly as a Supervisor of Athletic Events at the rate of \$82 per event for the 2017-2018 school year.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**2) Resolved** that the Board of Education of the Bridgehampton UFSD appoints Laura Burr as a Nurse Substitute at the rate of \$25/hr. and as a Teacher Aide Substitute at the daily rate of \$100 for the 2017-2018 school year, pending fingerprint clearance.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**3) Resolved** that the Board of Education of the Bridgehampton UFSD appoints Max Cheng for an internship with Judiann Carmack-Fayyaz and Ken Giosi to assist in creating a social media platform including a website, Facebook page and Instagram account for the Sprouts brand, promoting the CTE program with the student body and creating materials to inform the public and school community about the agricultural happenings at Bridgehampton UFSD.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**4) Resolved** that the Board of Education of the Bridgehampton UFSD approves Marie Bouzos-Reilly's request for a fourth year on her probationary position effective July 1, 2018 – June 30, 2019.

Motion: J. Vinski                      Second: K. McClelland                      Vote: 4-0

**C) COMMITTEE ON SPECIAL EDUCATION**

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the recommendation of the Committee for Special Education for Students #10496, #10066, #10439, #966, #10231, #10075, #10011, #10078, #10281, #1080, #10497 and authorizes the Superintendent to arrange for appropriate services.

Motion: J. Vinski

Second: K. McClelland

Vote: 4-0

**D) BUILDING USE REQUESTS**

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from the Bridgehampton School Foundation to use the Middle School or Cafe on Thursday, December 21, 2017 from 4pm – 9pm meeting followed by a 6pm round table Q & A type discussion with current and former Killer Bees.

Motion: J. Vinski

Second: K. McClelland

Vote: 4-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Jessica Evans to use the gym every Wednesday and Thursday from 3:00 – 4:30PM, beginning January 24 through March 28, 2018 to conduct children’s yoga classes.

Motion: J. Vinski

Second: K. McClelland

Vote: 4-0

**\*5:55PM – Aleta Parker**, Director of Curriculum & Assessment arrived and gave her report.

- G) Invitation to the Public:** The public at this time is cordially invited to bring before the Board any comments, questions or concerns.

**H) MOTION TO ADJOURN at 6:07PM.**

Motion: J. Vinski

Second: K. McClelland

Vote: 4-0

Respectfully submitted,



Tammy A. Cavanaugh  
District Clerk