

**Bridgehampton School District
Board of Education Business Meeting
Thursday, January 29, 2015
Cafe at 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 4:37PM, followed by the Pledge of Allegiance.

Present: Ron White, Lillian Tyree-Johnson, Larry LaPointe, Jenn Vinski, Kathleen McClelland, Jeff Mansfield; Robert Hauser, Assistant Superintendent of Finance & Facilities, Tammy A. Cavanaugh, District Clerk

Excused: Dr. Lois R. Favre; Jenn Vinski, Jeff Mansfield

Press: Tessa Raebeck, The Sag Harbor Express;
Alyssa Melillo, The Southampton Press

B) Resolved that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated January 29, 2015.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

C) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the January 15, 2015 Special Meeting of the Board of Education.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

D) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the December 17, 2014 meeting of the Board of Education.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

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

F) Communications

1) Donations to Robotics Team – T-shirts from Hamptons Tennis

G) Board of Education Discussion Items

1) Strategic Planning

2) Policy Committee

3) Budget Advisory

4) District Wellness

H) Consideration of additional items for the Agenda

II. ANNOUNCEMENTS

- A) January 26: January 27-29: Winter Regents Exams
B) January 26-Feb 3: Spirit Week! – Flyer in Board Folders
C) January 28: Board Meeting 7pm – Café
D) January 29: 2nd Quarter Grades Due
E) January 30: PBIS Rewards Day
Report Cards Mailed Home
F) January 31: MS Marimba – East End Arts Festival @ Guild Hall 1-5pm
PreK-8th Grade Student Art Exhibit Opening at Parrish Art Museum
G) February 1: Varsity Boys Basketball @ Bishop Grimes 1pm
H) February 2: Faculty Meeting
I) February 3: 10th Grade Field Trip to BOCES-Career Opportunity Program
Pep Rally – 1:45pm - Gym
Varsity Boys Basketball Home Game vs Stony Brook 6pm
J) February 6: Girls Basketball @ Montauk at 4pm
Varsity Boys Basketball @ Southold at 6:15pm
High School Student Art Opening @ Parrish Art Museum 3-5pm
K) February 7: Girls Basketball Home Game vs Shelter Island at 4pm
L) February 11: Girls Basketball @ McGann-Mercy 4:30pm
M) February 13: March SAT Registration Deadline
N) February 16-20: Mid-Winter Recess – No Classes
O) February 23: Girls Basketball Home Game vs. Springs at 4pm
P) February 25: Board of Education Meeting 7PM
Q) February 26: Girls Basketball @ East Moriches 4pm

III. REPORTS

A) School Business Administrator Report

- State Comptroller's Office reports Bridgehampton UFSD has been given a rating of "Susceptible Fiscal Stress" for the 2013-2014 school year; a change from rating of "No Designation" for 2012-2013 school year. This is mainly due to the transfer of funds to the Five Year Capital Reserve Fund.
- Playground surface – the seam defect will be rectified in the Spring.
- Handicapped ramp on Special Education Building is completed
- Gymnasium – this work will be the focus for the summer
- Budget Presentation for 2015-2016 – based on the past three Budget Advisory Committee meetings.

IV. NEW BUSINESS

*Consent Agenda, Items 1-3

Motion: L. Tyree-Johnson

Second: K. McClelland Vote: 5-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the second reading of Policies: #0000 Educational Philosophy; #0200 School District Goals & Objectives; #0310 Board Evaluation Policy & Exhibits; #1050 Annual District Election & Budget Vote; #4000 Student Learning Standards & Instructional Guidelines; #4770 & 4770-R Graduation Requirements and #8731 Business Associate Privacy Policy.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the first reading of Policies: #1900 Parental Involvement Policy & Exhibits, 1900-E.1 and 1900-E.2; #2270 School Attorney; #4326 & Exhibit 4326-E.1 Programs for English Language Learners; #5150 School Admissions; #5151 Homeless Children and Regulation #5151-R; #5460 Child Abuse in a Domestic Setting & Regulation; #8520 Free & Reduced Price Meal Services.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

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

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

V. SUPERINTENDENT'S RECOMMENDATIONS

A) Financial Matters

*Consent Agenda, Items A1-A25

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposal from E-Rate Services for Consulting Services for the 2014-2015 school year and authorizes the Superintendent to sign the proposal.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 2) **WHEREAS**, on June 3, 2014 the Board of Education of the Bridgehampton UFSD approved the contract with BCI Burke, LLP for the purpose of purchasing playground and park equipment, installation, service and related items; and

WHEREAS, the District and BCI Burke, LLP wish to come to a final resolution of the project.

Resolved that the Board of Education of the Bridgehampton UFSD hereby approves the Stipulation with BCI Burke Company, LLC dated January 28, 2015, reflecting the total cost of the project of \$136,579.91, \$6,800.00 of which shall be withheld from payment until repairs of a defect in the project is complete, and authorizes the Superintendent to sign the agreement.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 3) Resolved** that the Board of Education of the Bridgehampton UFSD approves the contract between Laura Spillane and the Bridgehampton UFSD as an independent contractor at an hourly rate of \$50.00 not to exceed 80 hours through the initial audit period of April 30, 2015.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 4) Resolved** that the Board of Education of the Bridgehampton UFSD approves the establishment of the Robotics Club account as part of the Extraclassroom Activity Fund.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 5) Resolved** that the Board of Education of the Bridgehampton UFSD approves the school paying \$4000 for the transportation on the Hampton Jitney for the January 30-February 1, 2015 Varsity Basketball team trip to Syracuse University to tour the college and compete in basketball games.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 6) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #20 Fund A with 32 Claims in the amount of \$292,483.29.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 7) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 26 Fund H with 5 Claims in the amount of \$15,947.13.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 8) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #27 Fund H with 1 Claim in the amount of \$1,110.42.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 9) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #12 Fund C with 4 Claim in the amount of \$290.23.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

10)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #14 Fund T with 18 Claims in the amount of \$90,977.02.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

11)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #19 Fund A with 38 Claims in the amount of \$153,824.42.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

12)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #17 Fund C with 17 Claims in the amount of \$5,353.88.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

13)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #13 Fund F with 1 Claim in the amount of \$2,065.44.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

14)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #25 Fund H with 2 Claims in the amount of \$381.79.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

15) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #13 Fund T with 21 Claims in the amount of \$89,829.93.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

16)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #21 Fund A with 31 Claims in the amount of \$402,821.03.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

17)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #13 Fund C with 10 Claims in the amount of \$1,704.51.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

18)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #14 Fund F with 1 Claim in the amount of \$3,425.00.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

19)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #28 Fund H with 4 Claims in the amount of \$13,048.50.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

20) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #29 Fund H with 2 Claims in the amount of \$130,959.91.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

21) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #15 Fund T with 14 Claims in the amount of \$89,744.37.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

22) Resolved that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for December 2014.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

23) Resolved that the Board of Education of the Bridgehampton UFSD accepts the Monthly Treasurer's Report dated December 31, 2014.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

24) Resolved that the Board of Education UFSD accepts the Revenue Budget Status Report for the period 07/01/14 – 12/31/14.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

25) Resolved that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period 07/01/14 – 12/31/14.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

B) PERSONNEL

1) Resolved that the Board of Education of the Bridgehampton UFSD approves the appointment of Patrick Aiello, replacing Laura Spillane, for the Public Relations Liaison Stipend to be shared with Tom House for the remainder of the 2014-2015 school year, for a total of \$1,149.75.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

***Consent Agenda, Items B2 - B9**

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

2) Resolved that the Board of Education of the Bridgehampton UFSD approves Christina E. Cassel as a Certified Substitute Teacher for the 2014-2015 school year at a daily rate of \$125.00 per day.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the resignation of Melisa Stiles from the position of Senior Account Clerk Typist, effective January 28, 2015.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD hereby appoints Melisa Stiles as District Treasurer of the Bridgehampton Union Free School District for the remainder of the 2014-2015 school year, effective January 28, 2015 and authorizes the Board President to execute the contract.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 5) **Further Resolved**, that Melisa Stiles be authorized to sign all business operation checks for the Bridgehampton Union Free School District for the 2014-2015 fiscal year with two signatures required for checks over \$2500, one of which must be the Treasurer and the other a BOE member, as indicated.

BOE President: Ron White Alternate: BOE Vice President: Lillian Tyree-Johnson

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the resignation of Jennifir Cunningham from the position of Secretary to the Superintendent and Attendance Officer, effective January 28, 2015.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the appointment of Jennifir Cunningham as Senior Clerk Typist at an annual salary of \$42,000, effective January 28, 2015.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the appointment of Tammy A. Cavanaugh as Superintendent's Secretary in addition to her title of District Clerk, effective January 28, 2015 and authorizes the Board President to execute the contract.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

9) **BE IT RESOLVED** that the Bridgehampton UFSD hereby establishes the following standard work days for elected and appointed officials and will report the following days worked to the NYS Local Retirement System based on the record of activities maintained by these officials to the clerk of this body:

Title	Name	SS# (last 4 digits)	Registration Number	Standard Work Day	Term	Participates in Employers Time Keeping System
District Treasurer	Melisa Stiles	xxxx	xxxxxxxxxx	8 hrs/day	01/28/2015-06/30/2015	Y
District Clerk	Tammy A. Cavanaugh	xxxx	xxxxxxxxxx	8 hrs/day	07/01/2014-06/30/2015	Y
Superintendent Secretary	Tammy A. Cavanaugh	xxxx	xxxxxxxxxx	8 hrs/day	01/28/2015-06/30/2015	Y

On this 29th day of January 2015

Date enacted: January 29, 2015

(Signature of Clerk)

I, Tammy A. Cavanaugh, Clerk of the governing board of the Bridgehampton UFSD, of the state of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such Board at the legally convened meeting held on the 29th day of January 2015 on file as part of the minutes of such meeting, and that the same is a true copy hereof and the whole of such original.

I further certify that the full board consists of seven (7) members, and that 5 of such members were present at such meeting and that 5 of such members voted in favor of the above resolution.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

C) BUILDING USE REQUESTS

1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Facilities Use Request for Grooveaholic Music LLC to run their Rock Camp, Monday through Friday, July 20-24; 27-31, 2015 from 9:00am until 3:30pm.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

*Doug DeGroot left the meeting at 5:15pm

VI. ADJOURN at 5:35PM to Executive Session to discuss personnel issues.

Motion: L. Tyree-Johnson Second: L. LaPointe Vote: 4-0

VII. MOTION to Return to Regular Session at 5:50PM.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 4-0

VII: **MOTION to Adjourn at 5:51PM.**

Motion: L. Tyree-Johnson

Second: K. McClelland

Vote: 4-0

Respectfully submitted,

Tammy A. Cavanaugh
District Clerk