

**Bridgehampton School District  
Board of Education Business Meeting  
Wednesday, December 14, 2016  
Café – 7:00 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 7:05PM, followed by the Pledge of Allegiance.

**Present:** Ron White, Board President; Lillian Tyree-Johnson, Board Vice President; Doug DeGroot, Jenn Vinski, Kathleen McClelland, Jeff Mansfield; Dr. Lois R. Favre, Superintendent; Robert Hauser, Assistant Superintendent of Finance & Facilities; Michael Vigliotta, Counsel and Tammy A. Cavanaugh, District Clerk.

**Excused:** Michael Gomberg

**Guests:** Kameron Kaiser, Teacher; 6<sup>th</sup> Grade Students: Kris & Scott Vinski and Chase Gudelauski; Michael Miller, Athletic Director; Aleta Parker, Director of Curriculum & Assessment; Kelly Sharp, BTA Member

**B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated December 14, 2016.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 6-0

**C) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the November 21, 2016 Special Meeting of the Board of Education.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 6-0

**D) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the November 16, 2016 Meeting of the Board of Education.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 6-0

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

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

**G) Communications**

- a. Holiday card from John Grillo Architects (copy in folder)
- b. Letters of Appreciation to Dave Elliott & Jenna Mascia from The Hampton Library (copies in folders)
- c. Letter from The State Education Department re: approval of Dr. Favre as both Superintendent and Principal through June 2019 (copy in folders)
- d. ES BOCES Liaison Connection Newsletter – Issue 1 2016/2017 (copy in folders)

## H) Board of Education Discussion Items

- 1) 6<sup>th</sup> Grade Science Projects
- 2) Mike Miller – 2017/2018 Athletics (Report in folders)
- 3) LEEDS Certification for Expansion Project

## I) Consideration of additional items for the Agenda

## II. ANNOUNCEMENTS

- |                  |  |
|------------------|--|
| (a) December 14  | Board of Education Meeting 7PM   |
| (b) December 15  | Secondary Winter Concert   |
| (c) December 16  | End of 2 <sup>nd</sup> Quarter Progress Report Marking Period<br>Field Trip to Suffolk County Dept. of Health<br>Virtual Enterprise Field Trip to Riverhead – 19 <sup>th</sup> Hole Restaurant |
| (d) December 22  | 2 <sup>nd</sup> Quarter Progress Report Grades Posted  |
| (e) Dec 23-Jan 2 | Winter Recess; No Classes - District Open Dec 27 – Dec 29  |
| (f) January 16   | Martin Luther King Day – District Closed   |
| (g) January 18   | Board of Education Meeting   |

## III. REPORTS

### A) Superintendent/Principal's Report

1. Vote – Thank you to the Bridgehampton School Community and Congratulations to this team – Board, Administrators and the facilities committee and our staff - for the successful bond vote- this represents the beginning of the work – work that we have been waiting a long time to accomplish – work that will continue to enhance the lives of our students for decades.
2. Plans are in the works for the annual holiday luncheon being planned for Dec. 23
3. The senior trip originally planned for a cruise will not be a trip to Disney – it will be one day shorter and cheaper for students – they also will depart from MacArthur – this is just informational for the board – a full itinerary will be submitted by Mr. Elliott shortly – once all arrangements have been made
4. As shared with the board, Bridgehampton, Southampton and Tuckahoe have been awarded a 100,000 grant from the Department of Agriculture – it will provide the districts with funds to hire a farm to school coordinator to work to bring more produce and fruit into our café – there are provisions for training, menu planning, education and equipment – once it gets underway, I'll have Judiann bring more information in the form of a presentation to you.
5. A team of elementary and secondary teachers will be joining up with Shelter Island and Montauk Teachers for a professional development half day – around project based learning. We will follow up as to how it goes after the break – this is taking place on the 22<sup>nd</sup> in Shelter Island. I am asking our teachers to come back and turnkey some of the training ideas here.
6. This Friday the VEI team will attend an East End trade show in preparation for the New York Trade show later this year.
7. Cecelia Calieca – CE Ce as she's known to most of us- attended the 2017 Doctors of Tomorrow program given by the Suffolk Academy of Medicine – this is a county wide program to provide firsthand information on what it takes to become a doctor- there is also

an essay contest for scholarships that are available to those who attend the symposium – we wish CeCe well.

8. First quarter at the secondary level we had 22 students on high honors and 29 student on honor roll – this represents 57% of our Middle and High School student body- well done!

## B) School Business Administrator Report

### Finance

- RFP for Property & Casualty Insurance - vendor responses due December 15

### Facilities

#### -\$24.7 million bond project

- Architect timetable:
  - Topographical Survey (Monday & Tuesday)
  - Utility Mark-out (Monday & Tuesday)
  - Floor Plan measurements during Xmas break (individual rooms, walls, etc.)
  - Schedule meeting with Architect, Financial Advisor, & BOE (January) - i.e. LEED Certification, bond rating, etc.
  - Schedule 1st round of "small group" meetings with teachers (i.e. Science, Athletics, etc.) after Xmas break
  - Asbestos, Lead, and PCB testing (TBD)

School Crossing Guard - contact/attend Town of Southampton meetings.

## IV. NEW BUSINESS

1. **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Surplus List submitted by Jackie Poole on December 6, 2016.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 6-0

2. **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Surplus List submitted by Sean Sharp on December 8, 2016.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 6-0

3. **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Memorandum of Agreement regarding the Principal's Secretary 11 Month position.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 6-0



8) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #8 Fund C with 9 Claims in the amount of \$2,469.47.

Motion: L Tyree-Johnson                      Second: K. McClelland                      Vote: 6-0

9) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #11 Fund T with 18 Claims in the amount of \$105,913.79.

Motion: L Tyree-Johnson                      Second: K. McClelland                      Vote: 6-0

10) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for November 30, 2016.

Motion: L Tyree-Johnson                      Second: K. McClelland                      Vote: 6-0

11) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the monthly Treasurer's Report dated November 30, 2016.

Motion: L Tyree-Johnson                      Second: K. McClelland                      Vote: 6-0

12) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Budget Status Report for the period 07/01/16 – 11/30/16.

Motion: L Tyree-Johnson                      Second: K. McClelland                      Vote: 6-0

13) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period 07/01/16 – 11/30/16.

Motion: L Tyree-Johnson                      Second: K. McClelland                      Vote: 6-0

14) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the contract between the Bridgehampton UFSD and the YMCA East Hampton RECenter for the 2016-2017 Swimming Program for 3<sup>rd</sup> & 4<sup>th</sup> Grades and authorizes the Superintendent to sign the contract.

Motion: L Tyree-Johnson                      Second: K. McClelland                      Vote: 6-0

## **B) PERSONNEL**

1) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the resignation of Anthony Dragone as Purchasing Technician, effective December 15, 2016.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 6-0

2) **Resolved** that the Board of Education of the Bridgehampton UFSD changes the appointment of Vanessa Rojano from Provisional to the Permanent in her position as Civil Service Clerk Typist - Spanish Speaking, effective November 1, 2016.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 6-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the resignation of Meredith McArdle for the Swimming Coach Stipend for the 2016-2017 school year.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 6-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Carl Johnson for the Swimming Coach Stipend for the 2016-2017 school year.

Motion: D. DeGroot                      Second: J. Mansfield                      Vote: 5-0\*

\*Lillian Tyree-Johnson abstained.

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the temporary leave of absence of Christine Harrison for the Extra Curricular Activity Fund Treasurer, Daily Attendance Officer and Registrar Stipends effective December 14, 2016 through June 30, 2017.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 6-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Jennifer Cunningham for the Extra Curricular Activity Fund Treasurer for the remainder of the 2016/2017 school year effective December 14, 2016.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 6-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Vanessa Rojano for the Daily Attendance Officer Stipend for the remainder of the 2016/2017 school year, effective December 14, 2016.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 6-0

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Ninfa Boyd for the Registrar Stipend for the remainder of the 2016/2017 school year, effective December 14, 2016.

Motion: L. Tyree-Johnson                      Second: J. Mansfield                      Vote: 6-0

- 9) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Carolyn T. Whitehurst as a Suffolk County Board of Elections Certified Chief Inspector for the December 13, 2016 Bond Vote, effective December 13, 2016 at the rate of \$15 per hour.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 6-0

### C) BUILDING USE REQUESTS

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Request from David Holmes for the use of the Music Room in the Middle School Building for a Holiday Movie Night on Thursday, December 22, 2016 from 4:30PM until 7:00PM.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 6-0

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

**VII) MOTION to Adjourn at 8:18 PM** to Executive Session to discuss personnel matters with counsel.

Motion: L. Tyree-Johnson

Second: K. Mansfield

Vote: 6-0

\*Doug DeGroot and Jenn Vinski had to leave.

**VIII) MOTION to Regular Session at 8:54 PM**

Motion: L. Tyree-Johnson Second: K. McClelland

Vote: 4-0

**1) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the donation from the Bee Club in the amount of \$19,344.50 for the construction of the Wall of Fame at the Bridgehampton UFSD.

Motion: L. Tyree-Johnson

Second: J. Mansfield

Vote: 4-0

**IX) MOTION to Adjourn at 8:55PM**

Motion: L. Tyree-Johnson

Second: J. Mansfield

Vote: 4-0

Respectfully submitted,



Tammy A. Cavanaugh  
District Clerk