

**Bridgehampton School District
Board of Education Business Meeting
Wednesday, January 18, 2017
Music Building – 4:30PM
MINUTES**

I. ROUTINE MATTERS

- A)** Having ascertained the presence of a Quorum and Roll Call, the President called the meeting to order at 4:35PM, followed by the Pledge of Allegiance.

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

Press: Christine Sampson, *The Sag Harbor Express*; Nancy Kane, *The East Hampton Star*

Guests: Michael Miller, Athletic Director; Aleta Parker, Director of Curriculum and Assessment; Mr. Tiska and Max Tiska

- B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated January 18, 2017.

Motion: L. Tyree-Johnson Second: J. Mansfield Vote: 5-0

- C) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the January 10, 2017 Special Meeting of the Board of Education.

Motion: L. Tyree-Johnson Second: J. Mansfield Vote: 5-0

- D) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the December 21, 2016 Special Meeting of the Board of Education.

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

- E) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the December 14, 2016 Meeting of the Board of Education.

Motion: L. Tyree-Johnson Second: M. Gomberg Vote: 5-0

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

***Jenn Vinski arrived at 4:39PM.**

***Doug DeGroot arrived at 4:42PM.**

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

H) Communications

I) Board of Education Discussion Items

- (a) Mike Miller – Athletics 2017/2018
- (b) Budget Presentation – 1st Draft
- (c) Budget Advisory Committee
- (d) Safety Committee
- (e) Facilities & Grounds Committee
- (f) Policy Review Committee

J) Consideration of additional items for the Agenda

II. ANNOUNCEMENTS

- | | |
|-------------------|--|
| (a) January 21 | HMEA Rehearsal & Concert |
| (b) January 24-27 | Regents Testing Week |
| (c) January 27 | End of Second Quarter |
| (d) January 28 | Marimba Band/Middle School Art Festival – Guild Hall |
| (e) February 3 | Second Quarter Reports Cards mailed home |
| (f) February 10 | SCMEA Percussion |
| (g) February 14 | Valentine’s Day |
| (h) February 15 | Board of Education Meeting 7PM/Café |

III. REPORTS

A) Superintendent/Principal’s Report

- Materials have been ordered to begin cursive handwriting for the second semester, and we will continue that annually for grades 2-6 – I will work with secondary teachers to encourage it in all classes, moving forward.
- We have an approved APPR plan and an approved waiver – meaning that we do not need to have an outside evaluator – I will continue the observations as done previously – they are underway in full force
- I have been meeting with the secondary student government on a regular basis – they are working on writing thank you notes to all vendors from the holiday luncheon as well as planning some “fun night” events for students. They are also planning a spirit week – which is an annual event, and will be the week before the February Break
- Next week is January Regents week and we have a couple of students who will be testing
- Mr. John Moran the safety director from Hampton Bays will be helping us to form a school emergency response team and will be meeting next Monday with our team as well as doing a presentation for the faculty on safety – specifically lockdowns and emergency situations.

B) School Business Administrator Report

Finance & Facilities

- 1) Insurance RFP - resolution to award to NYSIR (sole respondent).
- 2) Child Nutrition Audit scheduled for May 10, 2017.
- 3) Finance Manager accounting software conversion to nVision scheduled for first week in March 2017.
- 4) Bond Anticipation Note (BAN) - Discussed the start of the process for borrowing approximately \$1.5 million dollars to cover new construction soft costs on or about June 1, 2017.

***Ron White left the meeting at 5:30PM**

IV. NEW BUSINESS

1. **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Surplus List submitted by Sean Sharp on January 11, 2017.

Motion: J. Vinski Second: M. Gomberg Vote: 6-0

2. **Resolved** that the Board of Education of the Bridgehampton UFSD approves the first reading of policies and regulations: #5405 - Student Wellness Policy; #8414.5 - Alcohol & Drug Testing of Bus Drivers and #6700 and 6700-R - Purchasing Policy & Regulation.

Motion: J. Vinski Second: K. McClelland Vote: 6-0

3. **Resolved** that the Board of Education of the Bridgehampton UFSD hereby approves the Memorandum of Agreement with the Bridgehampton Teachers' Association concerning the assignment of extra class periods dated January 18, 2017 and authorizes the Superintendent to sign the Agreement.

Motion: J. Vinski Second: M. Gomberg Vote: 6-0

V) SUPERINTENDENT'S RECOMMENDATIONS

***Consent Agenda, Items A1-A21**

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

A) FINANCIAL MATTERS

1. **WHEREAS**, at the Special District Meeting duly called and held on December 13, 2016, in the Bridgehampton Union Free School District, in the County of Suffolk, New York (the "District"), a majority of the qualified voters present and voting approved a Bond Proposition authorizing the construction of an addition, alterations and improvements at the Bridgehampton School at the estimated total cost of not to exceed \$24,734,568; and further authorized the Board of Education to levy and collect a tax to be collected in annual installments to pay the principal of and interest on the not to exceed \$24,734,568 serial bonds authorized to be issued;

Now, therefore, THE BOARD OF EDUCATION OF THE BRIDGEHAMPTON UNION FREE SCHOOL DISTRICT, IN THE COUNTY OF SUFFOLK, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all the members of said Board of Education) AS FOLLOWS:

Section 1. The Bridgehampton Union Free School District, in the County of Suffolk, New York, is hereby authorized to undertake a facilities improvement project substantially as described in a plan prepared for the District with the assistance of John A. Grillo, Architects, including (i) the construction of an addition to the Bridgehampton School to provide new gymnasium, locker rooms, fitness center, cafeteria, music suite, technology room and other space; and (ii) the partial reconstruction of the existing school building to provide new auditorium, media center, classrooms and other space; improvements to the heating, ventilation and air conditioning systems, and other building improvements and alterations; all of the foregoing to include the original furnishings, equipment, machinery, apparatus and ancillary or related site, paving, demolition and other work required in connection therewith. The estimated total cost thereof, including preliminary costs and costs incidental thereto and to the financing thereof, is not to exceed \$24,734,568 and said amount is hereby appropriated therefor. The plan of financing includes the issuance of not to exceed \$24,734,568 serial bonds of the District, and the levy and collection of taxes on all the taxable real property in the District to pay the principal of said bonds and the interest thereon as the same shall become due and payable.

Section 2. Serial bonds of the District in the amount of \$24,734,568 are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law") to finance said appropriation.

Section 3. The following additional matters are hereby determined and declared:

- (a) The period of probable usefulness applicable to the purpose for which serial bonds are authorized to be issued pursuant to this resolution, within the limitations of Section 11.00 a. 97 of the Law, is thirty (30) years.
- (b) The proceeds of the bonds herein authorized and any bond anticipation notes issued in anticipation of said bonds may be applied to reimburse the District for expenditures made for the purpose or purposes for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

Section 4. Each of the bonds authorized by this resolution and any bond anticipation notes issued in anticipation of the sale of said bonds shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds and any notes issued in anticipation of said bonds shall be general obligations of the District, payable as to both principal and interest by general tax upon all the taxable real property within the District without limitation of rate or amount. The faith and credit of the District are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and any notes issued in anticipation of the sale of said bonds and provision shall be made annually in the budget of the District by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

4) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the acceptance of the donation of a mini grant to the Environmental Club from Slow Food East End in the amount of \$1,000.00.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #20 Fund A with 71 Claims in the amount of \$283,468.77.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #9 Fund C with 10 Claims in the amount of \$2,611.90.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #14 Fund F with 2 Claims in the amount of \$5,659.95.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

8) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #12 Fund T with 14 Claims in the amount of \$97,959.60.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

9) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #21 Fund A with 19 Claims in the amount of \$23,526.45.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

10) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #10 Fund C with 8 Claims in the amount of \$1,311.26.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

11) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #11 Fund H with 1 Claim in the amount of \$36,224.23.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

12) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #13 Fund T with 19 Claims in the amount of \$104,264.18.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

13)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #22 Fund A with 42 Claims in the amount of \$288,605.96.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

14)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #11 Fund C with 22 Claims in the amount of \$3,958.62.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

15)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #15 Fund F with 1 Claim in the amount of \$3,774.00.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

16)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #14 Fund T with 16 Claims in the amount of \$103,101.82.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

17)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #15 Fund T with 1 Claim in the amount of (\$2.50).

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

18)Resolved that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for December 31, 2016.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

19)Resolved that the Board of Education of the Bridgehampton UFSD accepts the monthly Treasurer's Report dated December 31, 2016.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

20)Resolved that the Board of Education of the Bridgehampton UFSD accepts the Revenue Budget Status Report for the period 07/01/16 – 12/31/16.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

21)Resolved that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period 07/01/16 – 12/31/16.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

B) PERSONNEL

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the appointment of Barbara Palermo as Senior Clerk Typist (Guidance Secretary) at an annual salary of \$36,000 to be prorated based on the effective start date of January 23, 2017.

Motion: J. Vinski Second: M. Gomberg Vote: 6-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Gay Giles as a Certified Substitute Teacher and Substitute Teacher Aide for the 2016/2017 school year at the respective daily rates of \$125 and \$100, pending fingerprint clearance.

Motion: J. Vinski Second: K. McClelland Vote: 6-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Rachel Radtke utilizing up to 10 days from the CSEA Sick Day Bank for the remainder of the school year, per the CSEA Contract.

Motion: J. Vinski Second: M. Gomberg 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 for Preschool Special Education for Students #10421, #10464 and authorizes the Superintendent to arrange for appropriate services.

Motion: J. Vinski Second: K. McClelland Vote: 6-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the recommendation of the Committee for Special Education for Students #10439, #10019 and #10011 and authorizes the Superintendent to arrange for appropriate services.

Motion: J. Vinski Second: M. Gomberg Vote: 6-0

D) BUILDING USE REQUESTS

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Requests from Jennifer Schwab on behalf of the Elementary Student Government to use the Gym from 5:00 to 6:30PM for Zumba Nights on Friday, March 24; Friday, April 21 and Friday, May 12, 2017.

Motion: J. Vinski Second: J. Mansfield 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 5:34PM to Executive Session to discuss personnel matters with counsel.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

VIII) MOTION RETURN to Regular Session at 5:55PM

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the School Calendar for the 2016/2017 school year.

Motion: J. Vinski Second: M. Gomberg Vote: 6-0

- 2) **Resolved** that the Board of Education accepts the resignation of Danielle Corbett as a Teacher Assistant, effective January 23, 2017.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints Danielle Corbett as a 1.0 FTE Special Education Teacher, effective January 23, 2017, whereby Ms. Corbett maintains a Students with Disabilities Certificate (Grades 1-6) as well as Certification in Childhood Education (Grades Birth-6), and shall serve as a Special Education Teacher in the Special Education Tenure Area, and her probationary term shall commence on January 23, 2017 and expire on January 22, 2021, at M Step 1, an annual salary to be prorated based on start date, per the BTA contract.

Motion: J. Vinski Second: J. Mansfield Vote: 6-0

MOTION TO ADJOURN: 5:57 PM

Motion: J. Vinski Second: K. McClelland Vote: 6-0

Respectfully submitted,



Tammy A. Cavanaugh
District Clerk