

**Bridgehampton Union Free School District
Board of Education Business Meeting
Wednesday, September 22, 2021
6:00PM - Gymnasium
MINUTES**

I. ROUTINE MATTERS

A) Upon having ascertained the presence of a Quorum and Roll Call, the President called the meeting to order at 6:02PM, followed by the Pledge of Allegiance.

Present: Ronald White, President; Jennifer Vinski, Vice President; Trustees: Kathleen McClelland, Markanthony Verzosa, Carla Lillie, Angela Chmielewski, Jo Ann Comfort; Dr. Mary T. Kelly, Superintendent; Michael Miller, Principal; Jennifer Coggin, Assistant Superintendent for Finance & Operations; Michael Cox, Assistant Principal; Tammy Cavanaugh, District Clerk

Counsel: Michael G. Vigliotta, Esq.

B) Resolved that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated September 22, 2021.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

C) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the August 25, 2021 Meeting of the Board.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

D) Public Hearing – Bridgehampton District-Wide and Building-Level Safety and Crisis Response Plan for the 2021-2022 school year.

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 – None

H) Board of Education Discussion Items

(a) Field Trips

(b) School spirit assemblies

I) Consideration of additional items for the Agenda

II. ANNOUNCEMENTS

(a) September 23

Virtual Back to School Night – 5:45PM

(b) September 30

Senior Portraits

(c) October 1

PK-11th Grade Picture Day

(d) October 10

Bridgehampton Community Day 11am – 3pm

(e) October 13

PSAT/NMSQT – 10th & 11th Grade Students

(f) October 27

BOE Meeting – 6PM - Gymnasium

III. REPORTS

Community Day: Mr. Miller, Mr. White, and I had a conference call on Friday, September 17, 2021, to begin planning for our Community Day celebration, which will take place on Sunday, October 10, 2021, from 11 AM to 3 PM on the Back Lawn. The rain date for this event is Monday, October 11, 2021. The purpose of the event is to showcase the District's facilities and programs, and to express gratitude to the community for its support of the capital projects initiative. The day will include a ribbon cutting ceremony, tours of the school, food, games, bounce houses, and opportunities for informal conversations regarding the District. Mr. Miller sent home an announcement regarding the event to families and staff via email; a flier will be sent next week and will be shared via social media and the District website. We will also be providing information about the event to the local newspapers.

Capital Projects/Facilities Update: Throughout the month, the District administrative staff, custodial staff, and I met with representatives from Grillo Architects, School Construction Consultants, and Stalco to keep apprised of the status of the capital projects and address issues.

Aside from punch list items, the three major facilities areas that require immediate attention are the auditorium, the Building Management System (BMS), and the Heating, Ventilation and Air Conditioning (HVAC) system.

As reported previously, the auditorium was supposed to have been ready for students when school opened on September 9, 2021. Shortly after school opened, we were informed that the auditorium would be ready during the week of September 13, 2021. The work that needs to be done in order to open the auditorium includes the installation of the truss and the curtains, which is being performed by an out-of-state subcontractor; they did come to the District in August to complete this work, but the electrician subcontractor, Palace Electric, did not complete the necessary electrical prep work. Palace Electric was then put on notice that it was in default of its contractual responsibilities. We have since been informed that the electrical work has been completed, and the truss and curtains will be installed on Tuesday, September 22, 2021. The only other issue that needs to be resolved in the auditorium is the dimmer mechanism; the parts are on order and are expected to arrive in late November or early December, 2021. According to our construction management firm, School Construction Consultants, the delay was caused by supply chain and manufacturing issues.

The second major issue involves the inability to regulate the indoor climate via the BMS and the HVAC systems. We have been working with Cardinal Controls (BMS) and CIS (HVAC) to address these concerns. Some of the issues are being caused by conflicts with other systems; for example, some of the rooms are experiencing fan issues, which are being caused by a conflict with the fire alarm system. The system disables the fans in the event of a fire; however, there are currently no faults on the fire alarm panel. It appears to be a programming issue.

The third issue involves maintenance of the HVAC system, which is being conducted by CIS. That work is in progress, and includes the changing of filters and other routine maintenance services.

I have expressed to our architects and construction management firm that the aforementioned items are urgent and need to be immediately addressed. They have been supportive and responsive.

Leadership Team Retreat: On Thursday, September 16, 2021, the Leadership Team participated in a professional development workshop with Dr. Julie Wise of the Jorgensen Learning Center. The workshop focused on developing strategies for strengthening leadership communication capabilities, enhancing collaboration, developing growth mindsets, enhancing presence and awareness, nurturing authentic, connected relationships, guiding transformational change, and improving responses to challenges. Our work in these areas will be ongoing throughout the year.

Partnership with Organización Latino-Americana of Eastern Long Island (OLA): Mrs. Fayyaz and I met with Mr. Michael Donovan and Ms. Minerva Perez, Executive Director for OLA, to discuss ways that the District and OLA could partner to support the social-emotional, academic, and mental health needs of our students, and the professional development needs of our staff.

COVID-19 Update: I provided the staff with information and procedures pertaining to the NYSDOH regulations for COVID-19 testing, which are applicable to all public and private schools in New York State. As you know, the NYSDOH issued regulations that require all faculty and staff who are unvaccinated to be tested weekly and to submit their results to the District each week. Employees who provide documentation of being fully vaccinated may opt out of the weekly testing requirement.

Professional Development, Curriculum Development - Digital Age Learning: Mr. Miller and I met with Maria Fico and John Ellrodt of Digital Age Learning to establish a schedule for this year's professional development initiative to support the integration of STREAM (Science, Technology, Reading, Engineering, the Arts, and Mathematics) throughout the curriculum, K-12. This plan will incorporate job-embedded professional development for our staff to integrate technology through the implementation of an interdisciplinary, project-based learning plan.

Instructional Initiatives: Mr. Miller, Mr. Cox, Mrs. Fayyaz, and I met with Ellen Palazzo, Regional Director for Virtual Enterprises International, to discuss the renewal of our Career and Technical Education (CTE) program, which expires at the end of this school year. We also explored ideas centered on expanding our in-District CTE opportunities.

APPR Training: On Friday, September 17, 2021, I participated in the required annual APPR certification training. All of the administrators who are responsible for evaluating the instructional staff have now completed this training for the 2021-2022 school year.

New York State Council of School Superintendents (NYSCOSS) Leadership Summit: At the end of this month, I will be attending the NYSCOSS Leadership Summit in Saratoga Springs.

IV. NEW BUSINESS

*CONSENT AGENDA, ITEMS 1-3

Motion: C. Lillie Second: K. McClelland Vote: 7-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Bridgehampton District-Wide and Building-Level Safety and Crisis Response Plan for the 2021/2022 school year.

Motion: C. Lillie Second: K. McClelland Vote: 7-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Surplus List of café equipment submitted by Joseph Jenkins on September 17, 2021.

Motion: C. Lillie Second: K. McClelland Vote: 7-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Surplus List submitted by Joey Jenkins on September 17, 2021.

Motion: C. Lillie Second: K. McClelland Vote: 7-0

V. SUPERINTENDENT'S RECOMMENDATIONS

A) FINANCIAL MATTERS

*CONSENT AGENDA, ITEMS A1-A24

Motion: C. Lillie Second: J. Comfort Vote: 7-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for August 31, 2021.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Reports for the period of 07/01/21- 07/31/2021 and 07/01/21-08/31/2021.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Status Report for the period of 07/01/21 – 07/31/2021 and 07/01/21-08/31/2021.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Treasurer's Report for the period of 07/01/21 – 07/31/2021 and 07/01/21-08/31/2021.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #6 Fund A with 67 Claims in the amount of \$128,038.96.
- Motion: C. Lillie Second: J. Comfort Vote: 7-0
- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund C with 10 Claims in the amount of \$6,789.57.
- Motion: C. Lillie Second: J. Comfort Vote: 7-0
- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund F with 1 Claim in the amount of \$5,340.00.
- Motion: C. Lillie Second: J. Comfort Vote: 7-0
- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #6 Fund H with 1 Claim in the amount of \$113,483.59.
- Motion: C. Lillie Second: J. Comfort Vote: 7-0
- 9) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund CM with 3 Claims in the amount of \$21,904.86.
- Motion: C. Lillie Second: J. Comfort Vote: 7-0
- 10) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund CM with 17 Claims in the amount of \$109,565.76.
- Motion: C. Lillie Second: J. Comfort Vote: 7-0
- 11) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #5 Fund A with 50 Claims in the amount of \$287,877.72.
- Motion: C. Lillie Second: J. Comfort Vote: 7-0
- 12) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund C with 1 Claim in the amount of \$2,863.71.
- Motion: C. Lillie Second: J. Comfort Vote: 7-0
- 13) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund H with 1 Claim in the amount of \$193,687.33.
- Motion: C. Lillie Second: J. Comfort Vote: 7-0
- 14) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #5 Fund H with 1 Claim in the amount of \$8,512.00.
- Motion: C. Lillie Second: J. Comfort Vote: 7-0

15)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund F with 3 Claims in the amount of \$17,548.36.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

16)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund CM with 9 Claims in the amount of \$28,945.05.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

17)Resolved that the Board of Education of the Bridgehampton UFSD approves the Consultant Agreement with Living Art Aquariums for the 2021/2022 school year and authorizes the Superintendent to execute the agreement, subject to review by Counsel.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

18)Resolved that the Board of Education of the Bridgehampton UFSD approves the agreement with Premier Pest Control for the 2021/2022 school year, subject to review by Counsel.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

19)Resolved that the Board of Education of the Bridgehampton UFSD approves the agreement with Mickey's Carting for the 2021/2022 school year, subject to review by Counsel.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

20)Resolved that the Board of Education of the Bridgehampton UFSD approves the Business Associate Agreement with Brown & Brown for the 2021/2022 school year, subject to review by Counsel.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

21)Resolved that the Board of Education of the Bridgehampton UFSD approves the 2021-22 registration of the following non-resident student(s) retroactive to September 1, 2021 and authorizes the Superintendent to advise families of acceptance and set up billing as per Board policy.

Temp Id	Student's Id	Gr(21-22)	Fee (21-22)
40714	10713	1st	\$69,000 (Sag Harbor CSD)
			\$50,000 (Sag Harbor CSD 1:1 aide)
61910	10712	6th	\$8,500
91107	10711	9th	\$10,000

Motion: C. Lillie Second: J. Comfort Vote: 7-0

22)Resolved that the Board of Education of the Bridgehampton UFSD approves the proposal from Enviroscience Consultants, Inc. for Facilities Services for the 2021-2022 school year.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

23) Resolved that the Board of Education of the Bridgehampton UFSD approves the mutually written contract extension agreement for 2021-2022 in accordance with Request for Proposal #20-03 issued on October 15, 2020 to Brian Graham, School Health & Safety Consultant.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

24) Resolved that the Board of Education of the Bridgehampton UFSD approves the agreement with Concetta Russo, Ed.D. for Dyslexia Training and Support for the 2021/2022 school year and authorizes the Superintendent to sign the contract, pending review by Council.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

B) PERSONNEL

1) Resolved that the Board of Education of the Bridgehampton UFSD accepts the letter of resignation from Olivia Kotz as a Teacher Aide, effective end of day on September 8, 2021.

Motion: C. Lillie Second: J. Vinski Vote: 7-0

2) Resolved that the Board of Education of the Bridgehampton UFSD appoints Samantha Slattery as a Teacher Aide, at a salary of \$27,552.50, prorated to the start date of September 14, 2021.

Motion: C. Lillie Second: K. McClelland Vote: 7-0

3) Resolved that the Board of Education of the Bridgehampton UFSD approves Sharon R. Cook as a Teacher substitute for the 2021/2022 school year at the daily rate of \$150.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

4) Resolved that the Board of Education of the Bridgehampton UFSD approves Edward J. Vinski as a Teacher substitute for the 2021/2022 school year at the daily rate of \$150.

Motion: C. Lillie Second: J. Comfort Vote: 6-0; 1 Abstain

5) Resolved that the Board of Education of the Bridgehampton UFSD approves the amended August 25, 2021 resolution for Alexandra DeSouza as follows:

Resolved that the Board of Education of the Bridgehampton UFSD appoints Alexandra DeSouza who maintains a Teaching Assistant Level I certification to serve as a teaching assistant in the teaching assistant tenure area, whose probationary term shall commence on September 1, 2021 and expire on August 31, 2025, to be paid per the BTA contract.

Motion: C. Lillie Second: A. Chmielewski Vote: 7-0

6) Resolved that the Board of Education of the Bridgehampton UFSD approves the BTA Memorandum of Agreement concerning Danielle Doscher serving as the Director of ENL and authorizes the Board President to sign the agreement.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

7) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the following stipends for the 2021/2022 school year to be paid per the BTA contract or BTA MOA:

- Elizabeth Martin Kirwan Pre K-2nd Grade Chairperson
- Jessica Rodgers Art/Music/PE Chairperson

Motion: C. Lillie Second: K. McClelland Vote: 7-0

8) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the amended August 25, 2021 resolution approving Pat Aiello and Joseph Pluta as follows:

Resolved that the Board of Education of the Bridgehampton UFSD approves Pat Aiello and Joseph Pluta as teachers for the Alternative High School program for the 2021/2022 school year from 2:45-4:00pm, Monday through Thursday to be paid as per the BTA contract.

Motion: C. Lillie Second: A. Chmielewski Vote: 7-0

9) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Jeff Neubauer as a teacher for the Alternative High School program for the 2021/2022 school year from 2:45-4:00, Monday through Thursday to be paid as per the BTA contract.

Motion: C. Lillie Second: A. Chmielewski Vote: 7-0

10) **Resolved** that the Board of Education of the Bridgehampton UFSD approves rescinding the appointment of Ken Giosi for the shared Robotics stipend, as previously approved at the July 28, 2021 meeting of the Board of Education.

Motion: C. Lillie Second: K. McClelland Vote: 7-0

11) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints Cristina Guadalupe Paucar Espinoza as a Teacher Aide Substitute for the 2021/2022 school year at the daily rate of \$105.

Motion: C. Lillie Second: K. McClelland Vote: 7-0

12) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the following teacher to be paid to teach an “extra class period” and to be paid as per the BTA contract for the 2021/2022 school year:

- Patrick Aiello – 1 class every day – transition planning class

Motion: C. Lillie Second: J. Comfort Vote: 7-0

C) COMMITTEE ON SPECIAL EDUCATION – No Report

D) BUILDING USE REQUESTS

***CONSENT AGENDA, ITEMS D1-D7; pulling #2 & #7**

Motion: C. Lillie Second: J. Comfort Vote: 7-0

1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Pamela Harwood on behalf of the Citizens Advisory Committee for use of the gymnasium or auditorium for their meetings held on the 4th Monday of each month from 4pm-6pm.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Ronald White for use of the outside grounds for a basketball/cookout event held on Saturday, September 4, 2021 from 11am – 7pm.

Motion: C. Lillie Second: K. McClelland Vote: 7-0

3) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from John Kneeland for use of the gymnasium and outdoor basketball court for off-season basketball workouts on Mondays and Wednesdays, September 13 through October 31, 2021, from 3pm – 4pm.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

4) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Lou Liberatore for use of the baseball field after school on Mondays and Wednesdays, September 13 – November 12, 2021.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

5) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from PeoplePool Valet Service, Inc. for use of the parking lot on Friday, September 24, 2021 from 6:00pm – 10:00pm for valet parking for an event held at the Room at the Beach hotel.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

6) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Ron White for use of the school grounds for a fundraising car wash for the Boys Varsity Basketball Team on Saturday, October 2, 2021 from 10am – 2pm.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

7) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Judiann Carmack Fayyaz on behalf of the Culture Club for use of the school grounds for fundraising car washes from 3pm – 6pm on Fridays and 9am – 12pm on Saturdays, October 1st through November 6th, excluding Saturday, October 2.

Motion: C. Lillie Second: J. Comfort Vote: 7-0

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 7:00PM** to Executive Session to discuss personnel matters with counsel.

Motion: C. Lillie Second: J. Vinski Vote: 7-0

***9:06PM – Carla Lille left the meeting**

VIII. **MOTION TO RETURN TO Public Session at 9:16PM.**

Motion: A Chmielewski Second: K.McClelland Vote: 6-0

1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves a MOA establishing the Genders & Sexualities Club Activity Fund and appoints Thomas House for the stipend as per the attached Stipend List, subject to review by Counsel.

Motion: J. Vinski

Second: K. McClelland

Vote: 6-0

IX. MOTION TO ADJOURN at 9:17PM.

Motion: M. Verzosa

Second: A Chmielewski

Vote: 6-0

Respectfully submitted,



Tammy A Cavanaugh
District Clerk