

**Bridgehampton Union Free School District
Board of Education Business Meeting
Wednesday, November 17, 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 6:01PM, followed by the Pledge of Allegiance.

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

Excused: Jo Ann Comfort

Counsel: Michael G. Vigliotta, Esq.

Press: Cailin Riley, *The Press News Group*; Christopher Gangemi, *The East Hampton Star*

B) Resolved that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated November 17, 2021.

Motion: J. Vinski Second: C. Lillie Vote: 6-0

C) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes from the October 27, 2021 Meeting of the Board.

Motion: J. Vinski Second: C. Lillie Vote: 6-0

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 – None

G) Board of Education Discussion Items

H) Consideration of additional items for the Agenda

II. ANNOUNCEMENTS

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| (a) November 22 | Parent/Teacher Conferences; Students dismissed at 11:15AM |
| (b) November 24 | Thanksgiving Recess; No Classes; District Open |
| (c) November 25-26 | Thanksgiving Recess |
| (d) December 15 | Board of Education Meeting 6PM; gym |
| (e) December 24-27 | Holiday Break; District Closed |
| (f) December 28-29 | Holiday Break; No Classes; District Open |
| (g) December 30-31 | Holiday Break; District Closed |

III. REPORTS

A) Superintendent Report

Superintendent's Conference Day: Our second Superintendent's Conference Day was held on Tuesday, November 2, 2021. Activities included: a workshop on differentiation of instruction with Judy Dodge involving PK-3 teachers from Bridgehampton, Sagaponack, and Wainscott (held in Bridgehampton); departmental curriculum meetings with secondary teachers which I conducted; CPI training, which was conducted by Brianna Miller; and continued professional development with our partners at PLC and Associates pertaining to the district's DCIP goals.

Christina Lesh from PLC & Associates conducted workshops with our K-8 faculty in preparation for classroom observations, walkthroughs, and post-observation conversations with our school leadership team and staff later in the month. Areas of focus included:

- Instructional practices to advance high engagement and higher order thinking;
- Developing capacity for educators and students to celebrate cultural diversity and responsiveness;
- Evidence that high-quality learning targets are posted in each classroom;
- Evidence that the learning targets were unpacked;
- Evidence of re-referencing learning targets with students during instruction;
- Evidence of simultaneous engagement strategies to advance high engagement and higher order thinking;
- Evidence of student ownership of learning.

During the walkthroughs, Christina Lesh noted that every classroom exuded warmth and care for all children and stated that it was clear that teaching and learning are a priority. She also noted that there was specific evidence of promising practice across all of the classrooms that were visited as it relates to the areas of focus described above.

Throughout the month, I also participated in classroom visitations and walkthroughs, PK - 12, and concur with Lesh's findings that there is warmth and care for our children and evidence of promising practice across grade levels and content areas that will serve as a foundation for continued growth and development.

Twenty-first Century Community Learning Center (CCLC) Grant Proposal: Throughout the month, I have been continuing to work with Digital Age Learning, local organizations, and our leadership team to finalize our proposal for the Twenty-first Century Community Learning Center grant. The title of the grant proposal is BEEE'S (BE³'S) HIVE: **B**ridgehampton **E**ngaging, **E**nhancing, and **E**xtending **S**chool:

Harnessing Innovation for a Vibrant Education; a Bridgehampton UFSD 21st Century Community Learning Center (CCLC) Program. The proposal represents a multifaceted approach to effective before-school, after-school, and summer learning and exploration that combines targeted enrichment activities with innovative, project-based learning experiences that honor student agency as a pathway from early childhood to middle and high school.

Opportunities and activities will include: an after-school literacy program; the implementation of a fabrication lab (fab lab) to prototype and field test new ideas, products, and inventions; partnerships with local arts, museums, and STREAM-based activity providers; regional field trips;

and family engagement activities, to name a few. A survey of our students and families will also inform our proposal, which is due on November 5, 2021.

Regional Educational Programming on LTV: In collaboration with superintendents in the region, we have partnered with LTV to develop educational content for broadcast that will showcase the district's initiatives and the accomplishments of our students and staff. This month's program, which features Bridgehampton UFSD, East Hampton UFSD, and Springs UFSD, highlights social and emotional learning initiatives. Bridgehampton will be represented by Brianna Miller, our school psychologist.

Mentoring Program: Mr. Miller and I met with the BTA leadership team and the mentors of new teachers to discuss mentoring program needs. We are working together to improve the structure of the program, including establishing goals and objectives, so that our mentors and our new faculty members are provided with appropriate support.

Data Teams, Benchmarking Assessments, Professional Development: The district is partnering with Right Reason Technologies to support our benchmark assessment needs as they relate to the New York State 3 -8 Testing Program and Regents exams, as well as professional development needs pertaining to data analysis.

Capital Projects/Facilities Update: Facilities consultant John Marek began his work with the district this month. He has conducted several walkthroughs of our facilities and has met with the custodial team to get their feedback and input regarding the district's needs. Mr. Marek has also been apprised of the major facilities areas that require immediate attention, which include the auditorium, the Building Management System, the Heating, Ventilation, and Air Conditioning system, and the punch list items.

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.

Hamptons Collegiate Baseball League (HCBL) Update: Athletic Director Michael DeRosa and Jenn Vinski met with HCBL President Sandi Krueel to continue discussions regarding a potential partnership between Bridgehampton and HCBL this year. HCBL would like to use our baseball field this summer to play approximately 15 -18 games; this would require upgrades to our field that HCBL would provide at no cost to the district. According to A.D. DeRosa, HCBL would provide the following, valued between \$10,000 - \$12,000:

- straighten home plate
- fix the lift of the mound and add clay bricks under the surface
- install two bullpens, for both home and away teams
- provide a removable home run fence

In addition, HCBL would complete all of the work described above in advance of our baseball season, which begins during the second week of March, 2021. Incidental items that HCBL would also require include access to electricity and outdoor storage for equipment.

The HCBL season is slated to begin on June 1, 2022, and runs through July 31, 2022. During the month of June, the league would not have access to our field until the school day ended, and would work around our high school baseball schedule if our team was engaged in postseason play.

Discussions regarding this issue are ongoing; I will keep you apprised of additional developments.

Committee Meetings Update: Please see the summary for the committees that are meeting this month, below:

Policy: The district subscribes to the NYSSBA policy updates service. The recommended updates were reviewed by counsel and compared to the district's existing policies. Based on this information and additional discussion, the committee is making the following recommendations to the Board regarding the policy updates as described below. These items will be placed on the agenda for first and second readings by the Board at its meetings on November 17, 2021, and December 15, 2021:

Policy 0101 Gender Neutral Bathrooms: The NYSSBA sample policy is legally sufficient and recommended.

Policy 1230 Public Comment at Board Meetings: The NYSSBA sample policy is legally sufficient; however, many of the changes to the policy in this update are not necessarily legal in nature, but are included to address issues related to the recent unruly conduct at many board meetings throughout the state. The committee believes that not all of the changes are applicable to Bridgehampton, but some would be appropriate, such as changing "public participation" to "public comment" and including language that speakers cannot give their time to other speakers.

Exhibit 1230 Public Comment at Board Meetings: This exhibit contains sample language for the Board President to read prior to the public comment period. It is not legally required to be included, but it may be useful as it provides a script to open the public comment section of the meeting.

NOTE: We do not have a Bridgehampton 1230-Exhibit on file.

Policy 2342 Agenda Preparation: The NYSSBA sample policy is legally sufficient and recommended. The district's current policy states that agendas and other documents will be made available two days prior to the meeting. The update to the Public Officers Law, as detailed in a memorandum issued by counsel, now requires that districts make these documents available at least 24 hours prior to the meeting. The district's current policy already complies with the law.

Policy 8505 Charging School Meals: The only change between the July, 2021, update and the October, 2021, update is the inclusion of a section applicable only to districts that participate in the USDA's Community Eligibility Provision or Provision 2. Since we participate in this program, the NYSSBA policy should be utilized to include this language.

Policy 3230-E Organizational Chart: This chart was updated to reflect the revised title of the School Business Official to Assistant Superintendent for Finance and Operations.

Wellness: The committee discussed the wellness policy; there were no recommendations for changes at this time. The committee also discussed the importance of consistency with regard to the implementation of the policy.

In addition, the committee discussed several goals:

1. Prepare students to effectively use technology/social media in a way that supports a healthy lifestyle and hones the development of critical thinking regarding information technology.

2. Make sure that the dress code:
 - a. is clearly articulated to students/staff;
 - b. reflects equity for all students;
 - c. is implemented in a consistent manner.

3. Implement a weekly social-emotional well-being survey for students; have every student identify an adult in the building as their “go-to person”, someone with whom they feel comfortable discussing their social/emotional/wellness concerns.

4. Provide resources to support and promote mental health.

Curriculum: The curriculum overviews, which are slated to be completed by December, 2021, were discussed. The elementary overviews are completed; some, but not all, of the secondary overviews are completed. Jeff Neubauer provided a presentation on the use of Google Classroom to warehouse our curriculum, which will include standards, overviews, scope and sequence, pacing calendars, lesson plans, resources, and assessments, for collaboration, access, and review. The committee agreed that a pilot should be conducted at the secondary level to utilize Google Classroom as a curriculum alignment tool. A number of secondary teachers have volunteered to participate; we will be meeting this month to discuss next steps.

Professional Development, Curriculum Development - Digital Age Learning: This month, Maria Fico and John Ellrodt of Digital Age Learning continued their professional development work with our elementary teachers to support the integration of STREAM (Science, Technology, Reading, Engineering, the Arts, and Mathematics) throughout the curriculum, K-12. This plan incorporates job-embedded professional development for our staff to integrate technology through the implementation of interdisciplinary, project-based learning plans.

Meetings with Parents, Students, Staff, Stakeholders, Residents, Community Leaders and Organizations: Throughout the month, I conducted formal and informal meetings with parents, students, staff, stakeholders, residents, and community leaders to receive input, feedback, and address specific concerns that individuals and groups bring to my attention, for the benefit of students, families, and the community.

IV. NEW BUSINESS

*CONSENT AGENDA, ITEMS 1 & 2

Motion: J. Vinski

Second: K. McClelland

Vote: 6-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the second reading of the following policies, regulations and exhibits: #1530 Smoking, Vaping & Other Tobacco Use on School Premises; #4000 Student Learning Standards & Instructional Guidelines; #5420 & #5420-R Student Health Services; #5460 & #5460-R Child Abuse, Neglect & Maltreatment in a Domestic Setting; #8110 School Building Safety; #8112 Health & Safety Committee; #8220 Buildings & Grounds Maintenance & Inspection; #8505 “Charging” School Meals and Prohibition Against Shaming; #9110 Business Associate Privacy Policy.

Motion: J. Vinski

Second: K. McClelland

Vote: 6-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the first reading of the following policies, regulations and exhibits: #0101 Gender Neutral Bathrooms; #1230 Public Comment at Board Meetings (Policy & Exhibit); 2342 Agenda Preparation; 8505 Charging School Meals; 3230-E Organizational Chart.

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

V. SUPERINTENDENT'S RECOMMENDATIONS

A) FINANCIAL MATTERS

*CONSENT AGENDA, ITEMS A1 – A12

Motion: J. Vinski Second: Carla Lillie Vote: 6-0

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

Motion: J. Vinski Second: C. Lillie Vote: 6-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Reports for the period of 07/01/21-10/31/2021.

Motion: J. Vinski Second: C. Lillie Vote: 6-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Status Report for the period of 07/01/21 – 10/31/2021.

Motion: J. Vinski Second: C. Lillie Vote: 6-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Treasurer's Report for the period of 07/01/21 – 10/31/2021.

Motion: J. Vinski Second: C. Lillie Vote: 6-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #9 Fund A with 45 Claims in the amount of \$475,041.26.

Motion: J. Vinski Second: C. Lillie Vote: 6-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #7 Fund C with 7 Claims in the amount of \$5,475.96

Motion: J. Vinski Second: C. Lillie Vote: 6-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #5 Fund F with 1 Claim in the amount of \$437.50.

Motion: J. Vinski Second: C. Lillie Vote: 6-0

8) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #10 Fund H with 1 Claim in the amount of \$19,975.00.

Motion: J. Vinski Second: C. Lillie Vote: 6-0

9) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #7 Fund CM with 17 Claims in the amount of \$142,161.00.

Motion: J. Vinski Second: C. Lillie Vote: 6-0

10) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Consultant Agreement with Horizon Healthcare Staffing for the 2021/2022 school year and authorizes the Superintendent to execute the agreement, subject to review by Counsel.

Motion: J. Vinski Second: C. Lillie Vote: 6-0

11) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the following budget transfer:

From Acct.	Amount	To Acct.	Amount	Reason
A9760.950 - Interest on TAN	\$30,000.00	A2250.471 - Tuition paid to other public school districts	\$30,000.00	Transfer to cover PO for BH resident students at OLH receiving SE services

Motion: J. Vinski Second: C. Lillie Vote: 6-0

12) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the shared sports agreement for the 2021/2022 school year with Avenues Studio Hamptons and authorizes the Board President to execute the agreement, subject to review by Counsel.

Motion: J. Vinski Second: C. Lillie Vote: 6-0

B) PERSONNEL

***CONSENT AGENDA, ITEMS B1 – B7**

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

1) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the letter of resignation from Michelle Reyes, Account Clerk, effective the end of day on November 14, 2021.

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

2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the 2021/2022 Stipend List updates as per the attached list.

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

3) **Resolved** that the Board of Education of Bridgehampton UFSD approves Elizabeth Flanagan for the 2021/2022 school year to provide additional nursing hours as required above and beyond her contractual hours and previously approved ASPIRE hours, to be paid at her individual hourly rate as per the BTA contract.

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

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the resignation of Brianna Miller from the stipend position of Competitive Cheerleading Coach.

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

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Julianna Pronesti and Julia Pendola as the 2021/2022 Competitive Cheerleading Co-Coaches and to split the stipend per the BTA contract.

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

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints Lorraine Milazzo to the CSEA position of Athletic Trainer, effective November 18, 2021 at the hourly rate of \$42.15, not to exceed 100 hours per school year.

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

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the November 10, 2021 BTA Memorandum of Agreement with the BTA concerning Michael DeRosa serving in the Community Fitness Center Administrator position and Rebecca Kave, Kristina McDonnell and Jen Suarez serving in the three (3) Community Fitness Center Supervisor positions for the 2021/2022 school year and authorizes the Board president to sign the agreement.

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

C) COMMITTEE ON SPECIAL EDUCATION

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the recommendations of the Committee for Special Education for Students #10185, #1052, #10358, #10462, #10704 and authorizes the Superintendent to arrange for appropriate services.

Motion: J. Vinski Second: C. Lillie Vote: 6-0

BUILDING USE REQUESTS

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Lou Liberatore for use of the gymnasium for Baseball Club Winter Lite-Flite Indoor Baseball on December 3, 10, 22, 2021; January 7 & 13, 2021 from 3:00pm – 4:30pm.

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

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Marie Bouzos Reilly on behalf of the National Honor Society for use of the gymnasium for a New York Blood Center Blood Drive on Tuesday, November 23, 2021 9am – 3pm.

Motion: J. Vinski Second: M. Verzosa 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 6:29PM to Executive Session to discuss personnel matters with counsel.

Motion: C. Lillie Second: M. Verzosa Vote: 6-0

VIII. MOTION TO RETURN TO Public Session at 7:42PM.

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

1) Resolved that the Board of Education of the Bridgehampton UFSD approves amending the July 7, 2021 Reorganization Meeting resolution to increase the ASPIRE substitute rate to \$48.41 according to the BTA contract, effective July 1, 2021.

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

2) Resolved that the Board of Education of the Bridgehampton UFSD approves all full-time Bridgehampton UFSD employees to work/substitute for the 2021/2022 ASPIRE program at the daily rate according to the BTA contract.

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

IX. MOTION TO ADJOURN at 7:48PM.

Motion: J. Vinski Second: C. Lillie Vote: 6-0

Respectfully submitted,



Tammy A. Cavanaugh
District Clerk