

**Bridgehampton Union Free School District**  
**Board of Education Business Meeting**  
**Wednesday, December 14, 2022**  
**6:00PM - Gymnasium**  
**DRAFT MINUTES**

**I. ROUTINE MATTERS**

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

Present: Jennifer Vinski, Vice President; Trustees: Kathleen McClelland, Markanthony Verzosa, Angela Chmielewski; Dr. Mary T. Kelly, Superintendent of Schools; Michael Miller, Principal; Michael Cox, Assistant Principal; Michael Cipriani, Interim School Business Administrator; Michael Mack, Director for PPS; Tammy A Cavanaugh, District Clerk.

Excused: Ronald White, President; Trustees: Jo Ann Comfort and Carla Lillie

Counsel: Michael G. Vigliotta, Esq.

- B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated December 14, 2022.

Motion: K McClelland      Second: A Chmielewski      Vote: 4-0

- II. MOTION TO ADJOURN at 6:03PM** to Executive Session to discuss personnel matters with counsel.

Motion: K McClelland      Second: A Chmielewski      Vote: 4-0

- III. MOTION TO RETURN TO Public Session at 6:18PM**

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

- C) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the November 29, 2022 Special Meeting of the Board.

Motion: K McClelland      Second: A Chmielewski      Vote: 4-0

- D) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the November 16, 2022 Meeting of the Board.

Motion: K McClelland      Second: A Chmielewski      Vote: 4-0

- 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**

- 1) Bridgehampton Schools – Fall 2022 Newsletter
- 2) SCOPE Education Services Forum Newsletter – Fall 2022

H) Board of Education Discussion Items

I) Consideration of additional items for the Agenda

IV. ANNOUNCEMENTS

- (a) December 20 Winter Concert – 5:30PM & 6:30PM
- (b) December 21 Field Trip – East End Virtual Enterprise Networking  
Luncheon at East Wind
- (c) December 26 Winter Recess – District Closed
- (d) December 27-29 Winter Recess – District Open
- (e) December 30 Winter Recess – District Closed
- (f) January 2, 2023 New Year's Day Observed – District Closed
- (g) January 7 HMEA World Drumming & Concert Band – C Moriches HS 9-2
- (h) January 11 Elementary Assembly: Omegaman 1PM
- (i) January 16 Martin Luther King Jr. Day – District Closed
- (j) January 18 SCMEA All County – MS Percussion Ensemble 5-8  
Sagamore MS, Holtsville
- (k) January 20 End of Quarter II
- (l) January 24 ELA Regents 8AM – 11AM  
Living Environment Regents 12PM – 3PM
- (m) January 25 Geometry Regents 8AM – 11AM  
Algebra I Regents 12PM – 3PM  
Physics Regents 12PM – 3PM
- (n) January 25 Board Meeting 6PM – Gymnasium**
- (o) January 26 Global II Regents 8AM – 11AM  
Algebra II Regents 12PM – 3PM
- (p) January 27 Chemistry Regents 8AM – 11AM  
Earth Science Regents 8AM – 11AM

V. REPORT

A) Superintendent of Schools

**Middle States Association Mid-Term Report:** At the end of November, I was notified by the Middle States Association that it is time to prepare our Mid-Term Report, which must be submitted to the Middle States organization on January 23, 2023. This report is an essential element of our accreditation, and provides for the opportunity to examine and document our progress in meeting our established goals. I am presently working with the Leadership Team and the Strategic Planning Site-Based Committee to prepare this document for submission.

**A Night at the Hive:** The kickoff to the winter sports season was well attended by students, families, Board members, staff, community members, and alumni. Everyone enjoyed the festive atmosphere, which included showcasing our winter athletes, a staff basketball game, an alumni basketball game, cheerleading activities with the staff, pie throwing raffles, and food. Kudos to Michael DeRosa, Ron White, and everyone who contributed to make this a wonderful event!

**World Food Prize:** Judiann Carmack-Fayyaz contacted Mike Miller to inform him that students had contacted her to express interest in participating in the World Food Prize, and provided him with a proposal of \$6,000 to do so, under the auspices of the Stony Brook University Southampton

Food Lab. Thanks to the generosity of the Bridgehampton Education Foundation, we are pleased to be able to provide this opportunity to our students. We are awaiting a contract from Stony Brook University that will provide additional details, as the fee does not include transportation and lodging at Cornell University, where the event is held in the spring. We may be able to include these additional costs as part of our Bees' Hive grant.

**Hour of Code:** Our students in grades 2 through 12 participated in the "Hour of Code" event, along with millions of students around the world, to celebrate Computer Science Education Week, which was held December 5 through 11, 2022. The Hour of Code started as a one-hour introduction to computer science, designed to demystify "code" and demonstrate that anybody can learn the basics, and to broaden participation in the field of computer science. It has since become a worldwide initiative to celebrate computer science. Kudos to our technology teacher, Ms. Dilrukshi, who spearheaded this initiative for our students.

**Partnership With OLA:** This month, Minerva Perez and her team met with all students in grade 6 - 12 to kick off the Youth Connect mental health initiative. I also met with the team afterwards to get feedback and to discuss next steps.

**Meetings With Student Council:** Throughout the month, I have been participating in meetings of the Student Council to discuss their concerns and ideas. This month, I provided them with updates regarding the dress code policy and student driving privileges, which they were happy to hear. The students are preparing for their blood drive and have also prepared a menu for our holiday feast at the end of the month.

**Classroom Walkthroughs:** Throughout the month, I conducted classroom visits with the Leadership Team to observe students, teachers, and the instructional program. I will also be shadowing students for the day in January, 2023, starting with the high school program.

**Corrective Action Plan:** Michael Cipriani and I collaborated on the Corrective Action Plan, which is the District's response to our external auditors' Management Letter. Once reviewed and approved by the Audit Committee, the plan will be submitted to the Board for approval.

**Committee Meetings:** Please see the summary for each committee that met this month, below:

*Social/Emotional and Equity:* This month, the committee focused on unpacking a section of the New York State DEI Framework pertaining to the creation of a welcoming and affirming environment. Each of the stakeholder groups identified areas of focus. In addition, the group established acceptable norms and expectations for communication within the committee.

*Health/Safety/Facilities:* This month, the committee will be provided with updates regarding any issues or concerns, as well as work that is being conducted.

**District Leadership Team Meetings:** The District Leadership Team includes the Superintendent, Interim School Business Administrator, Principal, Assistant Principal, and Director for PPS. The Leadership Team meets weekly to discuss a variety of matters pertaining to the effectiveness and success of the organization as it relates to the District's goals and objectives, including, but not limited to: teaching and learning initiatives; student achievement; school and district leadership; human resources issues and personnel needs; and financial, budgetary, operational, facilities, and technology concerns.

**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.

## VI. NEW BUSINESS

### \*CONSENT AGENDA, ITEMS VI 1 & 2

**Motion: K McClelland      Second: M Verzosa      Vote: 4-0**

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the second reading of the following policies, regulations and exhibits: 5300.25 Student Dress Code; 0115 Student Harassment & Bullying Prevention & Intervention; 2310 Regular Meeting; #2325 Videoconferencing of Board Meetings; #2340 Notice of Meetings; #2360 Minutes; #5205 Eligibility for Cocurricular & Extracurricular Activities; #5225 Student Personal Expression; #5300.30 Prohibited Student Conduct; #5100-R Student Attendance Regulation; #5695 Students & Personal Electronic Devices

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the following Club Charters for the 2022/2023 school year:

8 <sup>th</sup> Grade Class	Foreign Language Club
Art Club	Frost Valley Trip Club
Baseball Club	GSA Club
Basketball Club	Marimba
Bee Club	National Junior Honor Society
Class of 2023	National Senior Honor Society
Class of 2024	Oceanography Club
Communication Club/Fun Club	Outdoor Club
Culinary Club	Secondary Student Gov't (High School Student Council)
Drama Club	VEI
Elementary Student Government	Yearbook Club
Environmental Club	

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

## VII. SUPERINTENDENT'S RECOMMENDATIONS

### A) FINANCIAL MATTERS

#### CONSENT AGENDA, ITEMS A1 – A20

**Motion: K. McClelland      Second: M Verzosa      Vote: 4-0**

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the District Audit Committee's response to the District Management Letter, based on the 2021-2022 Auditor's recommendations and authorizes the Superintendent to sign and send the District Corrective Action Plan to NYSED.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the 2022-2023 registration of the following non-resident student, retroactive to November 28, 2022 and authorizes the Superintendent to advise families of acceptance, and set up billing as per Board policy.

Student Ids	22-23 Grade	Fee 22-23
10777	10	\$10,000

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for November 30, 2022.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period of 07/01/2022 – 11/30/2022.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Status Report for the period of 07/01/2022 – 11/30/2022.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Treasurer's Report for the period of 07/01/2022 – 11/30/2022.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #16 Fund A with 22 Claims in the amount of \$76,022.33.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund C, with 10 Claims in the amount of \$15,931.09.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

- 9) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #10 Fund CM with 14 Claims in the amount of \$139,240.61.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**10)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #18 Fund A with 53 Claims in the amount of \$455,491.74.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**11)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #5 Fund C with 1 Claim in the amount of \$141.00.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**12)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund F with 1 Claim in the amount of \$6,600.00.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**13)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund H with 1 Claim in the amount of \$13,200.00.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**14)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #11 Fund CM with 18 Claims in the amount of \$146,757.19.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**15)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #12 Fund CM with 14 Claims in the amount of \$137,413.92.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**16)Resolved** that the Board of Education of the Bridgehampton UFSD approves the Shared Sports Agreement with the Sag Harbor Union Free School District for the 2022/2023 school year and authorizes the Superintendent of Schools to execute the agreement.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**17)Resolved** that the Board of Education of the Bridgehampton UFSD on behalf of the 8<sup>th</sup> Grade Class and Class of 2023 Clubs, accepts the generous donation of the proceeds totaling \$837.00 from Fabian Marin of Blue Elm Food Truck from her sales at Bridgehampton's Night at the Hive event on December 2, 2022.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**18)Resolved** that the Board of Education of the Bridgehampton UFSD approves the Memorandum of Agreement by the County of Suffolk School Bus Stop Arm Program – School Safety Grant for the 2022/2023 school year and authorizes the Superintendent of Schools to execute the agreement.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0



**19) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the donation from Paddlers for Humanity for \$7,500.00 earmarked for the continuation of the PBIS program in the Bridgehampton Union Free School District.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**20) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the following budget transfers:

From Acct.	Amount	To Acct.	Amount	Reason
A 5581-490 BOCES Transportation	\$73,000.00	A 5540-409 Special Education Transportation	\$73,000.00	Special Education Transportation Expenses as required per IEP
A 2110-130 7-12 Teacher Salaries	\$50,000.00	A 5540-409 Special Education Transportation	\$50,000.00	Special Education Transportation Expenses as required per IEP
A 9060-801 Retiree Medical & Dental Insurance	\$25,000.00	A 5540-409 Special Education Transportation	\$25,000.00	Special Education Transportation Expenses as required per IEP
A 1621-500-00C-V19 Materials & Supplies	\$35,000.00	A 5540-409 Special Education Transportation	\$35,000.00	Special Education Transportation Expenses as required per IEP

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**B) PERSONNEL**

**CONSENT AGENDA, ITEMS B1 – B7**

**Motion: K McClelland      Second: M Verzosa      Vote: 4-0**

**1) Resolved** that the Board of Education of the Bridgehampton UFSD approves Jeff Neubauer and Tom House as instructors of the Spring SAT prep course at the curriculum writing rate per the BTA contract, not to exceed 15 hours each which includes prep time, effective January 3, 2022 through March 30, 2022.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**2) Resolved** that the Board of Education of the Bridgehampton UFSD approves Julianna Pronesti for the Competitive Cheerleading Coach Stipends for the 2022/2023 school year, effective November 14, 2022, as per the attached stipend list.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**3) Resolved** that the Board of Education of the Bridgehampton UFSD approves Nina Merkert and Henry Meyer as Supervisors of Athletic Events for the 2022/2023 school year, as per the attached stipend list.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**4) Resolved** that the Board of Education of the Bridgehampton UFSD approves Joseph C. Mollica as a Substitute Teacher and Substitute Teacher Aide for the 2022/2023 school year at the respective daily rate of \$150.00 and \$105.00, pending completion of HR paperwork and fingerprint clearance.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**5) Resolved** that the Board of Education of the Bridgehampton UFSD approves Diana Hinojosa as a Substitute Teacher and Substitute Teacher Aide for the 2022/2023 school year at the respective daily rate of \$150.00 and \$105.00, pending completion of HR paperwork and fingerprint clearance.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**6) Resolved** that the Board of Education of the Bridgehampton UFSD approves Kristina King as a Senior Account Clerk at the annual salary of \$50,000.00 prorated to the start date of January 3, 2023, pending completion of HR paperwork.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

**7) Resolved** that the Board of Education of the Bridgehampton UFSD approves the following teachers to be paid to teach an “extra class period” and to be paid as per the BTA contract for the 2022/2023 school year, effective December 15, 2022:

Dylan Kane	1 Class Every Day	Pre-Algebra
Kelly Sharp	1 Class Every Day	Algebra I
Jeff Neubauer	1 Class Every Day	Geometry
Dylan Kane	1 Class Every Other Day	Algebra I

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

### **C) COMMITTEE ON SPECIAL EDUCATION**

**1) Resolved** that the Board of Education of the Bridgehampton UFSD approves the recommendation of the Special Education Committee for Students #10764, #10763 and #10618 and authorizes the District to arrange for appropriate services.

Motion: K McClelland      Second: M Verzosa      Vote: 4-0

### **D) ADDITIONAL PERSONNEL MATTER**

**1) Resolved**, that pursuant to §913 of the Education Law, the employee named in executive session and referred to as Employee “A” is hereby directed to appear for a psychiatric examination in the office of Dr. Randall Solomon, and it is

**Further Resolved**, that Dr. Randall Solomon is hereby appointed school medical inspector pursuant to §913 of the Education Law in order to evaluate said employee’s ability to perform his teaching duties.

Motion: K. McClelland      Second: M Verzosa      Vote: 4-0



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

**IX. MOTION TO ADJOURN at 6:22PM.**

Motion: K. McClelland

Second: M Verzosa

Vote: 4-0

Respectfully submitted,

Tammy A Cavanaugh  
District Clerk

DRAFT