

**Bridgehampton Union Free School District  
Board of Education Business Meeting  
Wednesday, April 19, 2023  
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 6:03PM, followed by the Pledge of Allegiance.

**Present:** Jennifer Vinski, Vice President; Trustees: Kathleen McClelland, Markanthony Verzosa, Angela Chmielewski, Jo Ann Comfort; Dr. Mary T. Kelly, Superintendent of Schools; Michael Cox, Assistant Principal; Michael Cipriani, Interim School Business Administrator; Michael Mack, Director for PPS.

**Counsel:** Michael G. Vigliotta, Esq. and Sarah Gyimah, Esq.

**Staff:** Aaron Doroski, Caitlin Hansen, Karen Knight, Andrea Sullivan – Tenure Candidates  
Joseph Pluta, BTA President; Rebecca Kave, PreK Teacher;

**Press:** Christine Sampson, East Hampton Star

- B) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated April 19, 2023.

Motion: K. McClelland                      Second: J Comfort                      Vote: 5-0

- C) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the April 5, 2023 Special Meeting of the Board.

Motion: K. McClelland                      Second: J Comfort                      Vote: 5-0

- D) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the March 22, 2023 Meeting of the Board.

Motion: K. McClelland                      Second: J Comfort                      Vote: 5-0

**\*Carla Lillie arrived**

- 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.

**II. SPECIAL PERSONNEL**

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD grants tenure to Aaron Doroski as a Secondary Science Teacher, effective August 27, 2023; and

**Be It Further Resolved** that this award of tenure is contingent upon Mr. Doroski receiving an “effective” or “highly effective” Annual Professional Performance Review score for the 2022-2023 school year and, if Mr. Doroski receives a “developing” or

“ineffective” rating after all appeals have been exhausted, the grant of tenure shall be void and unenforceable and Mr. Doroski’s probationary period may be extended in accordance with Education Law § 3012.

Motion: K. McClelland

Second: J Comfort

Vote: 6-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD grants tenure to Karen Knight as a Secondary Special Education Teacher, effective August 27, 2023; and

**Be It Further Resolved** that this award of tenure is contingent upon Ms. Knight receiving an “effective” or “highly effective” Annual Professional Performance Review score for the 2022-2023 school year and, if Ms. Knight receives a “developing” or “ineffective” rating after all appeals have been exhausted, the grant of tenure shall be void and unenforceable and Ms. Knight’s probationary period may be extended in accordance with Education Law § 3012.

Motion: K. McClelland

Second: J Comfort

Vote: 6-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD grants tenure to Caitlin Hansen as a Special Education Teacher, effective September 3, 2023; and

**Be It Further Resolved** that this award of tenure is contingent upon Ms. Hansen receiving an “effective” or “highly effective” Annual Professional Performance Review score for the 2022-2023 school year and, if Ms. Hansen receives a “developing” or “ineffective” rating after all appeals have been exhausted, the grant of tenure shall be void and unenforceable and Ms. Hansen’s probationary period may be extended in accordance with Education Law § 3012.

Motion: K. McClelland

Second: J Comfort

Vote: 6-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD grants tenure to Andrea Sullivan as a Secondary Mathematics Teacher, effective October 10, 2023; and

**Be It Further Resolved** that this award of tenure is contingent upon Ms. Sullivan receiving an “effective” or “highly effective” Annual Professional Performance Review score for the 2022-2023 school year and, if Ms. Sullivan receives a “developing” or “ineffective” rating after all appeals have been exhausted, the grant of tenure shall be void and unenforceable and Ms. Sullivan’s probationary period may be extended in accordance with Education Law § 3012.

Motion: K. McClelland

Second: J Comfort

Vote: 6-0

**\*Ronald White arrived**

**G) Communications**

**H) Board of Education Discussion Items**

- 1) Budget Presentation – Michael Cipriani, Interim School Business Administrator

I) Consideration of additional items for the Agenda

III. ANNOUNCEMENTS

- |               |   |
|---------------|---|
| (a) April 19  | Field Trip – 2023 Youth Business Summit Int'l Trade Show –VEI                       |
| (b) April 21  | Field Trip – Wild Play Jones Beach Adventure Park                                   |
| (c) April 24  | Early Dismissal at 11:05AM – Parent/Teacher Conferences<br>Report Cards Mailed Home |
| (d) April 28  | Field Trip – WHBPAC – Mayhem Poets – Slam Poetry                                    |
| (e) May 2-3   | Math State Exams – 3 <sup>rd</sup> -8 <sup>th</sup> Grade                           |
| (f) May 5 & 6 | Spring Play Performance – 7PM   |
| (g) May 16    | Spring Concert – 5:30PM   |
| (h) May 17    | Field Trip – Cradle of Aviation Museum  |
| (i) May 20    | Prom – Parrish Art Center 7-10:30PM   |
| (j) May 23    | Science State Exam – 8 <sup>th</sup> Grade  |
| (k) May 24    | Day of Achievement – 8:30AM   |
| (l) May 24    | BOE Meeting – Gymnasium – 6PM   |

IV. REPORT

A) Superintendent of Schools

**Congratulations, Mr. Michael Miller; Thank You for Your Exemplary Service:**

Mr. Michael Miller has accepted a promotional opportunity as Superintendent/Principal of the East Quogue Union Free School District, effective July 1, 2023. This is a bittersweet moment for all of us, as we are very happy for Mr. Miller, but also very sad to see him leave.

At this time, I would also like to take the opportunity to express my sincere appreciation and heartfelt gratitude to Mr. Miller, who has provided exemplary service to the District during his 8 year tenure here, first as Athletic Director and, since 2017, as Principal of the Bridgehampton School. Throughout this time, he has demonstrated himself to be a caring educator and thoughtful school leader who is unwavering in his dedication and commitment to the children, families, and community. During the pandemic, his steadfast leadership also provided assurance and comfort to our children, families, and staff. He will always have a home at the Hive, and he will be missed by students, parents, staff, colleagues, and the community. I wish him continued success in all of his future endeavors.

Please join me in thanking Mr. Miller for his service to the District as we bid him a fond farewell and wish him continued success in his new position.

**Congratulations, Mr. Michael Cox, Bridgehampton Principal, Effective July 1, 2023:** At its special meeting on April 5, 2023, the Board of Education appointed Mr. Michael Cox to the position of Principal at the Bridgehampton School, effective July 1, 2023. Mr. Cox will be replacing Mr. Michael Miller, who has accepted a promotional opportunity as Superintendent/Principal of the East Quogue Union Free School District, also effective July 1, 2023.

Mr. Cox in his fifth year at the Bridgehampton School as Assistant Principal and Director for Data and Instructional Services. Prior to joining the Bridgehampton staff, he was an elementary chairperson and elementary math and science teacher at the Shelter Island School District. In

addition, Mr. Cox has over 17 years of experience as an educator, having served as a teacher and a Varsity wrestling coach in Harborfields, as well as serving as a teacher in Sachem and Sayville.

Upon his arrival to Bridgehampton, Mr. Cox quickly established himself with students, families, and staff as a warm, enthusiastic, and skillful educator who immersed himself in the life of the school community, fully engaged in the important work of actively promoting a positive school culture and instructional program that are focused on the academic success and the social and emotional well-being of all students, for whom he is an unwavering advocate. As a result of this experience, he will seamlessly transition to his new role as principal.

Please join me in congratulating Mr. Cox in his new role as principal!

**SCOPE Awards:** This year, the District is recognizing its Shining Stars at the annual SCOPE Awards, which will be held on May 22, 2023, from 4:30 PM to 9:30 PM, at Villa Lombardi in Holbrook. This year, all districts were limited to three nominees, in order to ensure that there is enough space for everyone who would like to attend. Our nominees are:

Board Service Award: Ms. Jo Ann Comfort  
Support Staff Service Award: Ms. Maria Cristina Banados  
Teacher Service Award: Ms. Elizabeth Flanagan

Congratulations to all of our nominees! If you are able to attend, please RSVP to Tammy by Friday, April 21, 2023.

**Suffolk County Legislature Champion of Diversity Award:** Bridgehampton teacher Ms. Hamra Ozsu was nominated by our County Legislator, Bridget Fleming, to receive the County's "Champion of Diversity" award for the Second Legislative District. Congratulations to Ms. Ozsu for this well-deserved recognition, her outstanding contributions to our school, and for representing Bridgehampton in such a positive manner!

**Budget Development, 2023-2024 School Year:** Throughout the month, Mr. Michael Cipriani and I have been continuing our review of information pertaining to the District's anticipated revenues and expenditures for the 2023-2024 budget. A presentation will be provided to the Board of Education and the Budget Advisory Committee in anticipation of their next scheduled meetings on April 19, 2023. Please see the attached presentation for your review.

**Budget Brochure and Budget Hearing Postcards:** Mr. Cipriani and I have finalized the contents of the budget brochure with Syntax. Ms. Cavanaugh and I finalized the Budget Hearing Postcards. The documents will be sent to the printer after the Board adopts the budget; it is anticipated that the materials will be in residents' mailboxes by early next week.

**Walkthroughs and Observations:** I continued to conduct classroom observations this month with Mike Miller, Mike Cox, and Mike Mack.

**21CCLC Update:** We are continuing our assessment of needs for the Bees' Hive After-School program for the 2023-2024 school year in order to develop the budget for the upcoming year. We hope to finalize the budget by the end of the month.

**Meeting with Hampton Library:** Mike Miller and I met with Ms. Lisa Michne and Ms. Shannon Hughes to discuss a shared services partnership with the library for the 2023-2024 school

year. Ms. Michne will be discussing this with the Library Board at its next meeting on April, 19, 2023.

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

***District Health, Safety, and Facilities:*** Mr. Cipriani will be providing updates on the following items: safety lights by the cafeteria and greenhouse; outdoor furniture for the cafeteria; district and building safety plans for the 2023-2024 school year; the hiring of security guards via Arrow; HVAC equipment; the baseball field; and Sprouts.

***Strategic Planning/Site Based:*** The committee will continue to discuss the role of the Strategic Planning committee in serving as the steering committee for the development of goals for the renewal of the District's accreditation at the end of the 2025-2026 school year.

**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.

**Legal Matters:** I consulted with counsel on several personnel issues and other legal matters throughout the month.

**Meetings with the BTA and CSEA:** I meet with the leaders of the BTA and CSEA on a regular basis to assess concerns and resolve issues. The goal is to meet on a monthly basis so that we are proactive in addressing any potential concerns. We are committed to fostering a collaborative, respectful, and positive rapport in order to effectively accomplish the District's goals and serve the needs of our students, families, and community.

**Superintendents' Meetings - ESBOCES, NYSCOSS, Suffolk County School Superintendent Association (SCSSA) SCOPE, East End Superintendents:** I represent Bridgehampton at all monthly regional meetings of Chief School Officers, the ESBOCES Strategic Planning Council Committee, and at the regional Curriculum Council meetings. I am also an active member of the Rotary Club of Southampton. I have been in communication with NYSCOSS, SCSSA, ESBOCES, and the East End Superintendents throughout the month regarding regional issues and concerns.

## V. NEW BUSINESS

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Eastern Suffolk BOCES Administrative Budget for the 2023/2024 school year.

Motion: K. McClelland

Second: J. Comfort

Vote: 7-0

2) **Resolved** that the Board of Education of the Bridgehampton UFSD cast the following votes for the following candidates running for the Eastern Suffolk BOCES Board for the term of July 1, 2023 through June 30, 2026. **(vote for up to 5)**

- \_\_\_\_\_ a) Imran Latif (Connetquot CSD)
- \_\_\_\_\_ b) Susan Lipman (West Islip UFSD)
- X   c) Anne Mackesey (Sag Harbor UFSD)
- \_\_\_\_\_ d) William Miller (Longwood CSD)
- \_\_\_\_\_ e) Catherine Romano (Islip UFSD)
- \_\_\_\_\_ f) Norman A. Wagner (Central Islip UFSD)

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

**VI. SUPERINTENDENT’S RECOMMENDATIONS**

**A) FINANCIAL MATTERS**

**\*CONSENT AGENDA, ITEMS A1 – A21**

**Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0**

1) **Resolved** that the Board of Education of the Bridgehampton UFSD adopts the proposed 2023-2024 budget in the amount of \$21,741,879 and authorizes the Superintendent of Schools to certify and submit the property tax report card to the State Education Department.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

2) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for March 31, 2023.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period of 07/01/2022 – 02/28/2023.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

4) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Status Report for the period of 07/01/2022 – 02/28/2023.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Treasurer’s Report for the period of 07/01/2022 – 02/28/2023.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

**6) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period of 07/01/2022 – 03/31/2023.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

**7) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Status Report for the period of 07/01/2022 – 03/31/2023.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

**8) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Treasurer's Report for the period of 07/01/2022 – 03/31/2023.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

**9) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #34 Fund A with 38 Claims in the amount of \$335,737.88.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

**10) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #11 Fund F with 5 Claims in the amount of \$83,365.00.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

**11) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #13 Fund C with 8 Claims in the amount of \$7,257.31.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

**12) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #19 Fund CM with 14 Claims in the amount of \$145,517.02.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

**13) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #35 Fund A with 34 Claims in the amount of \$310,487.37.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

**14) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #14 Fund C with 7 Claims in the amount of \$5,581.13.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

**15) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #12 Fund F with 6 Claims in the amount of \$10,226.12.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

**16) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #20 Fund CM with 18 Claims in the amount of \$165,327.78.

Motion: K. McClelland                      Second: J Comfort                      Vote: 7-0

**17)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #21 Fund CM with 1 Claim in the amount of \$457.64.

Motion: K. McClelland

Second: J Comfort

Vote: 7-0

**18)Resolved** that the Board of Education of the Bridgehampton UFSD approves the one year lease extension for the period of June 1, 2023 – May 31, 2024 with Anthony S. Babinski, Jr. as Trustee of Anthony Babinski, Jr. Revocable Trust/Theresa G. Babinski Credit Shelter Trust for the property located at 2721 Montauk Highway, Bridgehampton, NY and authorizes the Superintendent of Schools to sign the lease.

Motion: K. McClelland

Second: J Comfort

Vote: 7-0

**19)Resolved** that the Board of Education of the Bridgehampton UFSD approves the one year lease for the period of June 1, 2023 – May 31, 2024 with the Hampton Classic Horse Show, Inc. for the property located at 2721 Montauk Highway, Bridgehampton, NY, and authorizes the Superintendent of Schools to sign the lease.

Motion: K. McClelland

Second: J Comfort

Vote: 7-0

**20)Resolved** that the Board of Education of the Bridgehampton UFSD approves the following health service agreements between the District and the school districts listed below for the purpose of providing health services for children residing in the school districts listed below and attending nonpublic schools located in the District for the 2022-23 school year:

- East Hampton, 7 student(s) attending nonpublic schools located in the District at a cost of \$1,301.76 per student for a total of \$9,112.32.
- Hampton Bays, 1 student(s) attending nonpublic schools located in the District at a cost of \$1,301.76 per student for a total of \$1,301.76.
- Sag Harbor, 6 student(s) attending nonpublic schools located in the District at a cost of \$1,301.76 per student for a total of \$7,810.56.
- Shelter Island, 9 student(s) attending nonpublic schools located in the District at a cost of \$1,301.76 per student for a total of \$11,715.84.
- Southampton, 18 student(s) attending nonpublic schools located in the District at a cost of \$1,301.76 per student for a total of \$23,431.68.
- Springs, 14 student(s) attending nonpublic schools located in the District at a cost of \$1,301.76 per student for a total of \$18,224.64.
- Tuckahoe, 1 student(s) attending nonpublic schools located in the District at a cost of \$1,301.76 per student for a total of \$1,301.76.
- Wainscott, 2 student(s) attending nonpublic schools located in the District at a cost of \$1,301.76 per student for a total of \$2,603.52.
- William Floyd, 1 student(s) attending nonpublic schools located in the District at a cost of \$1,301.76 per student for a total of \$1,301.76.
- Montauk, .8 student(s) attending nonpublic schools located in the District at a cost of \$1,301.76 per student for a total of \$1,041.41.

Motion: K. McClelland

Second: J Comfort

Vote: 7-0



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

From Acct.	Amount	To Acct.	Amount	Reason
A2110-200 Equipment	\$25,000.00	A2250-490 BOCES Services	\$25,000.00	For Special Education Mandated Services
A1620-200 Equipment	\$50,000.00	A2250-490 BOCES Services	\$50,000.00	Additional Mandated Special Education Tuition
A2250-200 Equipment	\$6,500.00	A2250-490 BOCES Services	\$6,500.00	Additional Mandated Special Education Tuition
A2330-150 Instructional Salaries	\$25,000.00	A2250-490 BOCES Services	\$25,000.00	Additional Mandated Special Education Tuition
A1310-402 Travel and Mileage	\$4,000.00	A2250-490 BOCES Services	\$4,000.00	Additional Mandated Special Education Tuition

Motion: K. McClelland

Second: J Comfort

Vote: 7-0

**B. PERSONNEL**

**1) Resolved** that the Board of Education of the Bridgehampton UFSD hereby accepts Michael Miller's letter of resignation from the Principal/Director of Athletics position, effective as of the close of business on June 30, 2023.

Motion: K. McClelland

Second: J Comfort

Vote: 7-0

**2) Resolved** that the Board of Education of the Bridgehampton UFSD hereby approves the amended resolution Section V (B) (15) as sets forth herein and appoints Alexandra DeSouza who maintains certifications in Childhood Education (Grades 1-6) and Students with Disabilities (Grades 1-6) and Teaching Assistant III, to serve as a .4 Elementary Teacher and a .6 Teaching Assistant, whose teacher service shall be in the Elementary tenure area and whose teaching assistant service shall be in the Teaching Assistant tenure area, whose probationary term shall commence on March 27, 2023 and shall expire on March 26, 2027 provided in order to be granted tenure in the Elementary Tenure Area, Alexandra De Souza shall have received a composite or overall annual professional performance review ratings pursuant to Education Law §3012-c and/or §3012-d of either effective or highly effective in at least three of the four preceding years and if Alexandra DeSouza receives an ineffective composite or overall rating in the final year of the probationary period, she shall not be eligible for tenure at that time, to be paid at MA, Step 1, per the BTA contract.

Motion: K. McClelland

Second: J Comfort

Vote: 7-0

**3) Resolved** that the Board of Education of the Bridgehampton UFSD approves the following teacher to be paid to teach an "extra class period", effective Monday, April 17, 2023 and to be paid as per the BTA contract for the 2022/2023 school year:

Caitlyn Brown

1 Class, Twice Weekly

Coding/Robotics

Motion: K. McClelland

Second: J Comfort

Vote: 7-0

## C. BUILDING USE REQUESTS

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Amanda Candelaria on behalf of the Senior Class to use the front driveway for fundraising car washes for the senior trip as follows: 10AM – 2PM on April 8, 15, 29; May 25, 28 & 29, 2023.

Motion: K. McClelland

Second: J Comfort

Vote: 7-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Clay Sheff, on behalf of Smash Studios for use of the classrooms and auditorium, Monday through Friday, July 31-August 4 and August 7-11, 2023 from 9AM to 2PM for a Music Camp.

Motion: K. McClelland

Second: J Comfort

Vote: 7-0

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

- VIII. **MOTION TO ADJOURN at 6:59PM** to Executive Session to discuss personnel matters with counsel.

Motion: K. McClelland

Second: J Comfort

Vote: 7-0

- IX. **MOTION TO RETURN TO Public Session at 8:16PM.**

Motion: J. Vinski

Second: J Comfort

Vote: 7-0

- X. **MOTION TO ADJOURN at 8:17PM.**

Motion: J. Vinski

Second: J. Comfort

Vote: 7-0

Respectfully submitted,



Tammy A Cavanaugh  
District Clerk