

**Bridgehampton Union Free School District**  
**Board of Education Business Meeting**  
**Wednesday, September 27, 2023**  
**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 6:13PM, followed by the Pledge of Allegiance.

**Present:** Jennifer Vinski, President; Jo Ann Comfort, Vice President; Trustees: Kathleen McClelland, Markanthony Verzosa, Angela Chmielewski; Dr. Mary T. Kelly, Superintendent of Schools; Michael Cox, Principal; Kristopher Oliva, School Business Administrator; Dr. Robert Tymann, Project Director for the 21<sup>st</sup> Century Community Learning Center Grant; Tammy A Cavanaugh, District Clerk

**Excused:** Trustees: Ronald White, Carla Lillie; Michael Mack, Director for PPS

**Counsel:** Michael G. Vigliotta, Esq and Sarah Gyimah, Esq, of Volz & Vigliotta, PLLC

**B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated September 27, 2023.

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

**C) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the August 23, 2023 Business Meeting of the Board of Education.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

**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

**G)** Board of Education Discussion Items

- 1) Student Achievement Data – Michael Cox, Principal
- 2) 21<sup>st</sup> Century Community Learning Center Grant Update – Dr. Robert Tymann, Project Director

**II. ANNOUNCEMENTS**

- (a) September 28 – ENL Orientation Night/Auditorium 6PM
- (b) September 28 – Senior Portraits
- (c) September 29 – PreK – 11 Picture Day
- (d) October 9 – Columbus Day, District Closed
- (e) October 13 – Field Trip – Escape Zone Long Island (STEAM Team, Gr 3-7)

- (f) October 18-20 – Field Trip – Frost Valley YMCA (Gr. 4 & 5)
- (g) October 25 – Board of Education Meeting 6PM Gymnasium
- (h) October 27 – Field Trip - VEI Leadership & Networking Event – LIU Brookville
- (i) October 28 – Fall Family Festival
- (j) October 31 – Halloween Parade

### III. REPORT

#### A) Superintendent of Schools

### IV. NEW BUSINESS

- 1) **Be It Resolved** that the Board of Education of the Bridgehampton UFSD hereby accepts the letter of resignation from Ronald White from the position of Trustee of the Board of Education of the Bridgehampton Union Free School District, effective September 26, 2023.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

### V. SUPERINTENDENT’S RECOMMENDATIONS

#### A) FINANCIAL MATTERS

##### \*CONSENT AGENDA, ITEMS A1-A20

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

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for August 2023.

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

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period of 07/01/2023 – 8/31/2023.

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

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Status Report for the period of 07/01/2023 – 08/31/2023.

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

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Treasurer’s Report for the period of 07/01/2023 – 08/31/2023.

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

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #6 Fund A with 49 Claims in the amount of \$95,543.12.

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

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #7 Fund A with 24 Claims in the amount of \$216,519.86.

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

7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #8 Fund A with 1 Claim in the amount of \$911.78.

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

8) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #9 Fund A with 82 Claims in the amount of \$383,357.25.

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

9) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #10 Fund A with 19 Claims in the amount of \$787,725.30.

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

10) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund C with 1 Claim in the amount of \$540.57.

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

11) **WHEREAS**, the voters of the Bridgehampton UFSD approved the proposed General Fund Budget of \$21,741,879 for the fiscal year 2023/2024 at the Annual District Meeting held on May 16, 2023;

**THEREFORE, BE IT RESOLVED** that the Board of Education authorizes a tax levy including STAR reimbursements on a STAR assessment value of \$9,385,743,012 in the amount of \$18,339,288 for school purposes;

**AND BE IT FURTHER RESOLVED** that the Board of Education authorizes a tax levy in the amount of \$1,050,530 to be raised for The Hampton Library Operating Fund;

**AND BE IT FURTHER RESOLVED** that the total amount of taxes for these purposes be \$19,389,818.

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

12) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the agreement with Maxim Healthcare Staffing for the provision of registered nurse substitutes during the 2023/2024 school year and authorizes the Superintendent of Schools to execute the contract, pending review by counsel.

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

13) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the agreement with US Medical Staff for the provision of registered nurse substitutes during the 2023/2024 school year and authorizes the Superintendent of Schools to execute the contract, pending review by counsel.

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

14) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the agreement with Home Care Therapies LLC dba Horizon Healthcare Staffing for the provision of registered nurse substitutes during the 2023/2024 school year and authorizes the Superintendent of Schools to execute the contract, pending review by counsel.

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



- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the letter of resignation from Samantha Slattery as a Teacher Aide, effective end of day on September 5, 2023.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the unpaid leave request for Beatrice Fay Gholson beginning on September 5, 2023 through June 30, 2024.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the FMLA leave request from Elizabeth Flanagan beginning on September 5, 2023 with the intent to return on or about December 1, 2023.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the FMLA leave request from Robin Gianis beginning on September 5, 2023 with the intent to return on or about October 27, 2023.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Memorandum of Agreement with the Bridgehampton Teachers' Association regarding Brianna Covais as the Elementary Instructional Support Team Coordinator and Danielle Doscher as the Secondary Instructional Support Team Coordinator for the 2023/2024 school year and authorizes the Board President to execute the agreement.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Memorandum of Agreement with the Bridgehampton Teachers' Association, dated September 19, 2023 for the Genders & Sexualities Club Activity Fund and appoints Thomas House for the stipend as per the attached stipend list for the 2023/2024 school year and authorizes the Board President to execute the agreement.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Jeff Neubauer and Karen Knight for additional Extended School Year (ESY) Special Education Program Summer Hours for the purpose of accompanying their students on field trips after the end of the school day; to be paid at their individual hourly rates per the BTA contract.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

9) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the amended resolution from the August 23, 2023 meeting of the placement of Kimberly Sarlo as a long-term permanent substitute at a rate of \$175 per day, effective Tuesday, September 5, 2023.

**Be It Further Resolved** that after working for more than 30 days in the position without any absences, effective October 19, 2023 the compensation will be at MA Step 1, pending completion of HR paperwork.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

10)**Resolved** that the Board of Education of the Bridgehampton UFSD approves the amended July 5, 2023 Reorganization Meeting resolution for Ninfa Boyd as follows:

**Resolved** that the Board of Education of the Bridgehampton UFSD approves Ninfa Boyd as District Records Management Officer for the 2023/2024 school year to be paid at \$43.74/hr. for hours worked outside of her contractual day during the school year.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

11)**Resolved** that the Board of Education of the Bridgehampton UFSD approves the amended July 5, 2023 Reorganization Meeting resolution for Ninfa Boyd as follows:

**Resolved** that the Board of Education of the Bridgehampton UFSD approved Ninfa Boyd to work on translations of forms as needed for the 2023/2024 school year to be paid at \$43.74/hr. for hours worked outside of her contractual day during the school year.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

12)**Resolved** that the Board of Education of the Bridgehampton UFSD approves the appointment of Michael Davies as a driver education classroom instructor effective September 20, 2023 through January 31, 2024, as per the terms and conditions of his employment agreement and authorizes the Board President to execute the contract.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

13)**Resolved** that the Board of Education of the Bridgehampton UFSD approves the appointment of Donald Kast as a driver education in-car instructor effective September 20, 2023 through January 31, 2024 as per the terms and conditions of his employment agreement and authorizes the Board President to execute the contract.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

14)**Resolved** that the Board of Education of the Bridgehampton UFSD approves the amended resolution from the August 23, 2023 meeting agenda for the following teachers to be paid to teach an “extra class period” and to be paid as per the BTA contract for the 2023/2024 school year:

Jenna Pluta	1 Class Every Day/One Semester – 8 <sup>th</sup> Grade	Health
Aaron Doroski	1 Class Every Day/One Semester – High School	Health

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

**15)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 2023/2024 school year:

Jen Suarez	1 Class Every Day until approx. Oct. 27, 2023	Advanced Studio Art
Jen Suarez	1 Class Every Other Day until approx. Oct. 27, 2023	Drawing & Painting
Jen Suarez	1 Class Every Other Day until approx. Oct. 27, 2023	Ceramics
Jen Suarez	1 Class Every Day until approx. Oct. 27, 2023	Art 7
Rebecca Kave	1 Class 4 Days per Week – until approx. Oct. 27, 2023	Elementary Art (K-3)
Julianna Pronesti	1 Class Every Day	Social Studies 6
Jeff Neubauer	1 Class Every Other Day	Living Environment Lab

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

**16)Resolved** that the Board of Education of the Bridgehampton UFSD approves the Memorandum of Agreement with the CSEA concerning a modified work week and work days during certain holiday breaks and authorizes the Superintendent of Schools to sign the agreement.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

**17)Resolved** that the Board of Education of the Bridgehampton UFSD approves Stipends for the 2023/2024 school year as per the attached list.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

**18)Resolved** that the Board of Education of the Bridgehampton UFSD approves the following members of the Bridgehampton Teacher Association to supervise the Fitness Center for mornings and evenings the 2023/2024 school year as needed to be paid at the non-instructional hourly rate of \$62.83 as per the BTA contract:

Mornings	Evenings
Jeff Neubauer	John Reilly,
Ryan Barker	Jeff Neubauer
Danielle Doscher	Hamra Ozsu
Brianna Covais	Jen Suarez
Kristina Minichiello	Rebecca Kave
Caitlin Hansen	Nina Merkert
Julianna Pronesti	
Steve Meyers	
Maria Reilly	
Elizabeth Kirwan	

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

**19)Resolved** that the Board of Education of the Bridgehampton UFSD approves the agreement with Dr. Robert Tymann as 21CCLC Project Director for the 2023/2024 school year and authorizes the Board President to sign the contract, subject to review by Counsel.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

**20)Resolved** that the Board of Education of the Bridgehampton UFSD approves the following personnel as indicated for the 21<sup>st</sup> Century Community Learning Center Grant After School Program for the 2023/2024 school year to be paid as per the Grant:

Michael Cox – Site Coordinator, Educational Liaison, Data Manager - \$10,000 stipend

Amanda Candelaria – Attendance Data Coordinator - \$5,000 stipend

Hamra Ozsú – Elementary: PreK-6 Activity Coordinator - \$2,750 stipend

Jen Suarez – Secondary: 7-12 Activity Coordinator - \$2,750 stipend

**BTA** – Teachers - \$62.83/hr.: Ryan Barker, Maria Bouzos Reilly, Amanda Candelaria, Hailee Carman, Susan Conklin, Brianna Covais, Alexandra DeSouza, Dilangani Dilrukshi, Danielle Doscher, Mallory Dougherty, Dave Elliott, Jeff Hand, Caitlin Hansen, Tom House, Rebecca Kave, Elizabeth Kirwan, Karen Knight, Lou Liberatore, Steve Meyers, Kristina Minichiello, Jeff Neubauer, Hamra Ozsú, Julianna Pronesti, John Reilly, Brianna Rodrigues, Angela Selvaggio, Jen Suarez, Andrea Sullivan

**CSEA** – Teacher Aides - \$43.00/hr.: George Dellon, Jessica Fitzgerald, Fulbia Garcia, Gay Giles, Cheryl Nordt, Gilda Rojas-Munguia, Julia Smith

Motion: J. Comfort

Second: M. Verzosa

Vote: 5-0

**21)Resolved** that the Board of Education of the Bridgehampton UFSD approves the following personnel as indicated as substitutes for the 21<sup>st</sup> Century Community Learning Center Grant After School Program for the 2023/2024 school year to be paid as per the Grant:

**BTA** – Teachers - \$62.83/hr.: Nancy Bagshaw, Hailee Carman, Francesca Chery, Alexandra DeSouza, Dave Elliott, Caitlin Hansen, Rebecca Kave, Nina Merkert, Jeff Neubauer, Aleta Parker

**CSEA** – Teacher Aides - \$43.00/hr.: Jessica Fitzgerald, Julia Smith

Motion: J. Comfort

Second: M. Verzosa

Vote: 5-0

**22)Resolved** that the Board of Education of the Bridgehampton UFSD approves the following personnel as instructors of the 21<sup>st</sup> Century Community Learning Center Grant After School Program Fall PSAT prep for ELA and Math for five, two-hour sessions with one additional hour of prep time per session, to be paid as per the Grant BTA Teacher rate of \$62.83/hr.:

Tom House – PSAT Prep ELA  
Andrea Sullivan – PSAT Prep Math

Motion: J. Comfort

Second: M. Verzosa

Vote: 5-0



**23)Resolved** that the Board of Education of the Bridgehampton UFSD approves the appointment of the following employee to work as a substitute supervisor of the Fitness Center on September 14, 2023 to be paid as per the 21<sup>st</sup> Century Community Learning Center Grant After School Program hourly rate of \$43.00 for CSEA Members:

Sylvia Fridie, CSEA

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

**24)Resolved** that the Board of Education of the Bridgehampton UFSD approves Gilda Rojas-Munguia to provide clerical/main office coverage, effective Monday, September 11, 2023 for the 2023/2024 21<sup>st</sup> Century Community Learning Center Grant After School Program from 2:45PM – 4:45PM, Monday through Friday to be paid as per the Grant CSEA rate of \$43.00/hr.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

**25)Resolved** that the Board of Education of the Bridgehampton UFSD approves Maria Cristina Banados to provide substitute clerical/main office coverage, effective Monday, September 11, 2023 for the 2023/2024 21<sup>st</sup> Century Community Learning Center Grant After School Program from 2:45PM – 4:45PM, Monday through Friday to be paid as per the Grant CSEA rate of \$43.00/hr.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

**26)Resolved** that the Board of Education of the Bridgehampton UFSD approves Lynn Karst as a substitute Registered Nurse for the 2023-2024 school year at the hourly rate of \$35.00.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

**27)Resolved** that the Board of Education of the Bridgehampton UFSD approves Debra Becker as a substitute Registered Nurse for the 2023-2024 school year at the hourly rate of \$35.00, pending completion of fingerprint clearance and HR paperwork.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

**28)Resolved** that the Board of Education of the Bridgehampton UFSD approves Diana Deger as a Teacher Substitute for the 2023/2024 school year at the daily rate of \$175, not to exceed 90 days.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

**29)Resolved** that the Board of Education of the Bridgehampton UFSD approves Diana Hinojosa as a Teacher Substitute for the 2023/2024 school year at the daily rate of \$175, not to exceed 90 days.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

### 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 #10078, #10069, #10433, #10297, #10322, #10437, #10686, #10615, #10618, #10540, #10676, #10769, #10682, #10731 and authorizes the District to arrange for appropriate services.

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

### D) BUILDING USE REQUESTS

1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Lou Liberatore on behalf of Bridgehampton Varsity Baseball for use of the baseball field for off-season workouts on September 10, 12, 17, 19, 24, 26; October 1, 3, 8, 10, 17, 22, 24, 29, 2023 for Sundays 9am-12noon and Tuesdays 4pm-5:30pm.

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

**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 7:54PM** to Executive Session to discuss personnel matters with counsel.

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

**VIII. MOTION TO RETURN TO Public Session at 9:22PM.**

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

**IX. MOTION TO ADJOURN at 9:23PM.**

Motion: J. Comfort                      Second: M. Verzosa                      Vote: 5-0

Respectfully submitted,



Tammy A. Cavanaugh  
District Clerk