

**Bridgehampton Union Free School District
Board of Education Business Meeting
Wednesday, October 25, 2023
6:00PM – Gymnasium
DRAFT MINUTES**

I. ROUTINE MATTERS

A) Upon having ascertained the presence of a Quorum and Roll Call, the President called the meeting to order at 6:06PM, followed by the Pledge of Allegiance.

Present: Jennifer Vinski, President; Jo Ann Comfort, Vice President; Trustees: Kathleen McClelland, Markanthy Verzosa, Carla Lillie, Angela Chmielewski, Dr. Mary T. Kelly, Superintendent of Schools, Michael Cox, Principal; Dr. Peter Daly, School Business Consultant; Tammy A Cavanaugh, District Clerk

Excused: Michael Mack, Director for PPS

Counsel: 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 October 25, 2023.

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

C) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the September 27, 2023 Business Meeting of the Board of Education.

Motion: J. Comfort Second: K. McClelland 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

G) Board of Education Discussion Items

1) Jill Sanders/Cullen & Danowski, LLP – 22/23 Audit Report

II. ANNOUNCEMENTS

(a) October 26	Field Trip – Corwith’s Farms – Grades 7-12
(b) October 26	Field Trip – Stakey’s Pumpkin Farm – Grades 3-5
(c) October 27	Field Trip – VE Leadership & Networking Event – Grades 10-12
(d) October 27	Field Trip – Gateway Haunted Playhouse 5:30-10:30PM
(e) October 29	Pickle Ball Sundays
(f) October 30	Field Trip – Suffolk County Correctional Facility – Grades 9-12
(g) October 31	Halloween Parade on Main Street - 12:30pm start from school
(h) November 3	Field Trip – Corwith’s Farms – Grades K-2
(i) November 3	Field Trip – STEAM Team to Stony Brook University
(j) November 5	Pickle Ball Sundays

- (k) November 7 Election Day; Superintendent's Conference Day; No Classes, District Open
- (l) November 8 Picture Retake Day – Grades PK – 11
- (m) November 10 Veteran's Day – District Closed
- (n) November 12 Pickle Ball Sundays
- (o) November 15 BOE Meeting – 6PM – Gymnasium
- (p) November 15-17 College Tour Field Trip

III. REPORT

A) Superintendent of Schools

IV. SUPERINTENDENT'S RECOMMENDATIONS

A) FINANCIAL MATTERS

***CONSENT AGENDA, ITEMS A1-A16**

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

- 1) Resolved** that the Board of Education of the Bridgehampton UFSD appoints Elizabeth W. Kotz as the Audit Committee Chairperson for the 2023/2024 school year as outlined in the Board of Education policy#6690.

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

- 2) Resolved** that the Board of Education of the Bridgehampton UFSD appoints Jennifer L Vinski as the Audit Committee Secretary for the 2023/2024 school year as outlined in the Board of Education policy #6690.

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

- 3) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the External Audit Report for the fiscal year ending June 30, 2023 from Cullen & Danowski, LLP.

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

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

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

- 5) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period of 07/01/2023 – 09/30/2023.

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

- 6) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Status Report for the period of 07/01/2023 – 09/30/2023.

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

- 7) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Treasurer's Report for the period of 07/01/2023 – 09/30/2023.

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

8) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #12 Fund A with 55 Claims in the amount of \$248,510.91.

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

9) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund C with 7 Claims in the amount of \$8,138.00.

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

10) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #5 Fund F with 4 Claims in the amount of \$6,513.23.

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

11) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #7 Fund CM with 15 Claims in the amount of \$126,193.23.

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

12) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #7 Fund CM with 14 Claims in the amount of \$123,527.23.

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

13) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #6 Fund CM with 14 Claims in the amount of \$124,992.86.

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

14) Resolved that the Board of Education of the Bridgehampton UFSD hereby approves rescission of the previous approval of the following non-resident students from the August 23, 2023 meeting agenda and approves the amended 2023/2024 registration for said non-resident students as indicated below, honoring the grandfathered rate of 2020/21, and authorizes the District to advise families of acceptance and set up corrected billing as per Board policy.

Student ID	23-24 Grade	Fee 23-24
10686	8 th	\$8,000
10561	8 th	\$8,000
10762	11 th	\$8,000

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

15) Resolved that the Board of Education of the Bridgehampton UFSD hereby approves the 2023/2024 registration of the following non-resident student and authorizes the District to advise families of acceptance and set up billing as per Board policy.

Student ID	23-24 Grade	Fee 23-24
10826	1 st	\$8,500

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

16) Resolved that the Board of Education of the Bridgehampton UFSD hereby approves the Snow and Ice Control agreement with Jackson Dodds & Company, Inc. for the 2023/2024 school year and authorizes the Superintendent of Schools to execute the contract, subject to review by Counsel.

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

B. PERSONNEL

***CONSENT AGENDA, ITEMS B1-B12**

Motion: J. Comfort Second: A Chmielewski Vote: 6-0

1) Resolved that the Board of Education of the Bridgehampton UFSD approves Amendment #1 to the Contract with the Superintendent of Schools, effective July 1, 2023 and authorizes the Board President to sign the agreement.

Motion: J. Comfort Second: A Chmielewski Vote: 6-0

2) Resolved that the Board of Education of the Bridgehampton UFSD approves the appointment of Peter R. Daly, dba SDBL, Inc. as the Deputy Purchasing Agent for the 2023/2024 school year, at no additional compensation.

Motion: J. Comfort Second: A Chmielewski Vote: 6-0

3) Resolved that the Board of Education of the Bridgehampton UFSD approves the appointment of Erin N Albanese as a Certified Substitute Teacher for the 2023/2024 school year at the daily rate of \$175, effective October 18, 2023

Motion: J. Comfort Second: A Chmielewski Vote: 6-0

4) Resolved that the Board of Education of the Bridgehampton UFSD approves the appointment of Kimberly Gonzalez as a Certified Substitute Teacher for the 2023/2024 school year at the daily rate of \$175, effective October 20, 2023.

Motion: J. Comfort Second: A Chmielewski Vote: 6-0

5) Resolved that the Board of Education of the Bridgehampton UFSD approves Hailee Carman to serve on the District Curriculum Committee for the 2023/2024 school year.

Motion: J. Comfort Second: A Chmielewski Vote: 6-0

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

BTA – Substitute Teachers - \$62.83/hr.: Alyssa Peterson, Elizabeth Martin-Kirwan, Jen Suarez

CSEA – Substitute Teacher Aide - \$43.00/hr.: Janet Conde Mancino

Motion: J. Comfort Second: A Chmielewski Vote: 6-0

7) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Gilda Rojas-Munguia to work on translation of forms as needed for the 2023/2024 school year to be paid at her individual overtime hourly rate, per the CSEA contract, for hours worked outside of her contractual day during the school year.

Motion: J. Comfort Second: A Chmielewski Vote: 6-0

8) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the appointment of Davin Johnson for the Assistant Varsity Basketball Coach stipend to be paid as per the BTA contract, pending fingerprint clearance and completion of HR paperwork.

Motion: J. Comfort Second: A Chmielewski Vote: 6-0

9) **Resolved** that the Board of Education of the Bridgehampton UFSD approves 2023/2024 stipends as per the attached list.

Motion: J. Comfort Second: A Chmielewski Vote: 6-0

10) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Rosanne Bradley 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: A Chmielewski Vote: 6-0

11) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Joan Cohen-Gold 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: A Chmielewski Vote: 6-0

12) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Annette Rivera as a Certified Teacher Substitute for the 2023/2024 school year at the daily rate of \$175.

Motion: J. Comfort Second: A Chmielewski Vote: 6-0

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 Student #10682 and authorizes the District to arrange for appropriate services.

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

D. BUILDING USE REQUESTS

1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Maria Bouzos Reilly on behalf of Bridgehampton National Honor Society for use of the gymnasium for a blood drive on October 25, 2023 from 8AM to 3PM.

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

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

VI. **MOTION TO ADJOURN at 6:47PM** to Executive Session to discuss personnel matters with counsel.

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

VII. **MOTION TO RETURN TO Public Session at 8:18PM.**

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

VIII. **MOTION TO ADJOURN at 8:19PM.**

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

Respectfully submitted,



Tammy A Cavanaugh
District Clerk