

**Bridgehampton Union Free School District  
Board of Education Business Meeting  
Wednesday, July 31, 2024  
5:00PM - Auditorium  
MINUTES**

**I. ROUTINE MATTERS**

**A)** Upon having ascertained the presence of a Quorum and Roll Call, the President called the meeting to order at 5:04PM, followed by the Pledge of Allegiance.

**Present:** Jennifer Vinski, President; Jo Ann Comfort, Vice President; Trustees: Kathleen McClelland, Carla Lillie, Nicole DeCastrì Zabala; Dr. Mary T. Kelly, Superintendent of Schools; Michael Cox, Principal; Dr. Peter R. Daly, Interim School Business Administrator; Tammy A Cavanaugh, District Clerk

**Excused:** Trustees: Markanthony Verzosa, Angela Chmielewski

**Counsel:** Michael G. Vigliotta, Esq. of Volz & Vigliotta, LLC

**B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated July 31, 2024.

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 July 3, 2024 Reorganizational Meeting of the Board of Education.

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

**D) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the July 3, 2024 Special Business Meeting of the Board of Education.

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

**E) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the June 18, 2024 Business Meeting of the Board of Education.

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

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

**G)** Invitation to visitors to address the Board of Education on agenda items.

**H)** Communications

**1)** SCOPE - Forum Newsletter, Spring/Summer 2024

**I)** Board of Education Discussion Items

## II. ANNOUNCEMENTS

- a) August 5 21<sup>st</sup> Century Field Trip – Amber Waves, Grades 2-3
- b) August 6 21<sup>st</sup> Century Field Trip – Parrish Art Museum, Grades K-8
- c) August 7 21<sup>st</sup> Century Field Trip – Amber Waves, Grades K-1  
21<sup>st</sup> Century Field Trip – Montauk Light House, Grades 2-8
- d) August 8 21<sup>st</sup> Century Field Trip – Guild Hall, Grades K-8
- e) August 12 21<sup>st</sup> Century Field Trip – Amber Waves, Grades 2-3
- f) August 14 21<sup>st</sup> Century Field Trip – Amber Waves, Grades K-1
- g) August 14 21<sup>st</sup> Century Field Trip – Long Beach, Sag Harbor, Grades K-8
- h) August 21 BOE Meeting – 5PM - Gymnasium

## III. REPORT

### A) Superintendent of Schools

## IV. NEW BUSINESS

### CONSENT AGENDA, ITEMS 1 & 2

Motion: J Comfort

Second: K. McClelland

Vote: 5-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the following textbook to be utilized for the Criminal Justice Dual Enrollment Course with St. John's University curriculum for the 2024/2025 school year:

*Criminal Justice: An Introduction*, 14<sup>th</sup> Edition

Author: Frank Schmalleger

Publisher: Pearson; April 29, 2024

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the first reading of the following policies, regulations and exhibits: #1120, #1120-R, #1120-E.3 – School District Records; #1500, #1500-E – Public Use of School Facilities; #4772, #4772-R – Graduation Ceremonies; #4773 – Diploma & Credential Options for Students with Disabilities; #5500, #5500-R – Student Records; #5550 Student Privacy; #8635, #8635-R Information & Data Privacy Security Breach & Notification; #8636 Artificial Intelligence.

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

- 3) **RESOLVED** that the Board of Education of the Bridgehampton UFSD assign a Board member and an alternate to serve as Delegate and Alternate at the Annual Meeting of the New York State School Boards Association with expenses.

Delegate: Kathleen McClelland    Alternate: Nicole DeCastris Zabala

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

## V. SUPERINTENDENT'S RECOMMENDATIONS

### A. FINANCIAL MATTERS

#### CONSENT AGENDA, ITEMS A1 – A17; PULLING A16

Motion: J. Comfort

Second: C. Lillie

Vote: 5-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for June 2024.

Motion: J. Comfort

Second: C. Lillie

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 – 06/30/2024.

Motion: J. Comfort

Second: C. Lillie

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 – 06/30/2024.

Motion: J. Comfort

Second: C. Lillie

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 – 06/30/2024.

Motion: J. Comfort

Second: C. Lillie

Vote: 5-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #30 Fund A with 62 Claims in the amount of \$835,151.09.

Motion: J. Comfort

Second: C. Lillie

Vote: 5-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #19 Fund C with 6 Claims in the amount of \$6,871.64.

Motion: J. Comfort

Second: C. Lillie

Vote: 5-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #30 Fund CM with 2 Claims in the amount of \$3,197.61.

Motion: J. Comfort

Second: C. Lillie

Vote: 5-0

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #31 Fund CM with 6 Claims in the amount of \$57,752.71.

Motion: J. Comfort

Second: C. Lillie

Vote: 5-0

- 9) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund A with 26 Claims in the amount of \$71,915.24.

Motion: J. Comfort

Second: C. Lillie

Vote: 5-0

**10)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #1 Fund A with 21 Claims in the amount of \$331,627.79.

Motion: J. Comfort                      Second: C. Lillie                      Vote: 5-0

**11)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund A with 13 Claims in the amount of \$26,393.12.

Motion: J. Comfort                      Second: C. Lillie                      Vote: 5-0

**12)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund A with 17 Claims in the amount of \$383,059.21.

Motion: J. Comfort                      Second: C. Lillie                      Vote: 5-0

**13)Resolved** that the Board of Education of the Bridgehampton UFSD approves the appointment of Cerini & Associates as Internal Claims Auditor for the 2024-2025 school year and authorizes the Board President to execute the engagement letter.

Motion: J. Comfort                      Second: C. Lillie                      Vote: 5-0

**14)Resolved** that the Board of Education of the Bridgehampton UFSD accepts the mutually written contract extension agreement submitted by Mickey's LawnScapes, Inc. for the 2024-2025 school year and authorizes the Superintendent of Schools to execute the contract, subject to review by Counsel.

Motion: J. Comfort                      Second: C. Lillie                      Vote: 5-0

**15)Resolved** that the Board of Education of the Bridgehampton UFSD approves the Summer 2024 Transportation Contract with Montauk Bus LLC for the following, pending final determination by Administration and Counsel.

BH Home/School Student Transportation                      \$56,571.17

Motion: J. Comfort                      Second: C. Lillie                      Vote: 5-0

**16)Resolved** that the Board of Education of the Bridgehampton UFSD approves the following 2024/2025 Transportation Extension Contracts with Montauk Bus LLC and authorizes the Board President and Superintendent of Schools to sign the agreements, pending final determination by Administration and Counsel:

BH Home/School Student Transportation                      \$772,358.97  
Athletics/Field Trip Transportation                      \$192,501.21

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

**17)Resolved** that the Board of Education of the Bridgehampton UFSD approves the contracts for shared sports services with the Ross School and the Hayground School Districts for the 2024/2025 school year and authorizes the Superintendent of Schools to execute the agreements, pending review by Counsel.

Motion: J. Comfort                      Second: C. Lillie                      Vote: 5-0

**B. PERSONNEL**

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the letter of resignation from L. Penelope Boerum as a Spanish Teacher effective end of day, August 28, 2024.

Motion: C. Lillie                      Second: J. Comfort                      Vote: 5-0

**CONSENT AGENDA, ITEMS B2 – B8**

**Motion: J. Comfort                      Second: C. Lillie                      Vote: 5-0**

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the agreement with Dr. Robert Tymann as 21CCLC Project Director for the period of July 1, 2024 through August 31, 2024 and authorizes the Board President to sign the contract, subject to review by Counsel.

Motion: J. Comfort                      Second: C. Lillie                      Vote: 5-0

- 3) **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 2024/2025 school year:

|                |                                      |                            |
|----------------|--------------------------------------|----------------------------|
| John Reilly    | 1 Class Every Day                    | Global II Honors           |
| Aaron Doroski  | 1 Class Every Other Day              | Living Environment Lab     |
| Allie Federico | 2 Classes Every Week                 | Coding Robotics            |
| Caitlin Hansen | 10 <sup>th</sup> Period; M, T, W & F | K-3 Elem Spec: Handwriting |

Motion: J. Comfort                      Second: C. Lillie                      Vote: 5-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the following personnel for Curriculum Writing for the 2024/2025 school year to be paid per the BTA contract, not to exceed hours indicated:

|                   |                               |          |
|-------------------|-------------------------------|----------|
| Alexandra deSouza | CTE Environment Science       | 5 hours  |
| Alexandra deSouza | Aquaculture/Hydroponics       | 5 hours  |
| Joseph Pluta      | NYSAA Students Health         | 5 hours  |
| Susan Conklin     | NYSAA Students Social Studies | 5 hours  |
| Susan Conklin     | NYSAA Students Science        | 5 hours  |
| Hailee Carman     | AP Seminar                    | 10 hours |
| Michel Sherman    | Earth & Space Science         | 10 hours |

Motion: J. Comfort                      Second: C. Lillie                      Vote: 5-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the carryover of the following list of active non-certified Teacher substitute for the 2024/2025 school year:

Diane Deger

Motion: J. Comfort                      Second: C. Lillie                      Vote: 5-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Janet Conde Mancino for the 2024 Summer Camp at the Hive, 8:00AM – 2:00PM on the following dates: July 25, 26, 31; August 1, 6, 7 and to be paid as per the 21<sup>st</sup> Century Community Center Learning Grant After School Program hourly teacher aide rate.

Motion: J. Comfort

Second: C. Lillie

Vote: 5-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the following personnel for the 21<sup>st</sup> Century Community Learning Center Grant Summer Camp at the Hive to be paid as per the Grant, effective July 8, 2024:

Substitute Teacher: Rosanna Bradley

Motion: J. Comfort

Second: C. Lillie

Vote: 5-0

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Joseph Pluta to proctor the August Regents Exam on August 20 & 21, 2024 and to be paid at his individual hourly rate, not to exceed 6 hours in total.

Motion: J. Comfort

Second: C. Lillie

Vote: 5-0

### C. COMMITTEE ON SPECIAL EDUCATION

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the recommendation of the Committee for Special Education for Students #10069, #10433, #10781, #10103, #10659, #972, #10078, #10491, #10540, #10788, #10476, #10297, #10790, #10613, #10676, #10673, #10704, #10686, #10763, #10753, #10618, #10820, #10818, #10830, #10541, #10736, #10513, #10472, #10829, #10731, #10682, #10825, #10765, #10770, #10122, #10185, #10522, #10121, #10016, #1080, #10492, #10782, #10056 and authorizes the District to arrange for appropriate services.

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

### D. BUILDING USE REQUESTS

#### CONSENT AGENDA, ITEMS D1 & 2

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request for use of the gymnasium and outside tennis courts from Carl Johnson & Hamra Ozsú for Pickleball Sundays, from 10:30AM to 12:30PM, September 8, 2024 – June 22, 2025

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Ronald White for use of the gymnasium on Wednesdays and Fridays, 6:30AM – 7:45AM, from July 17, 2024 through August 23, 2024 for basketball training.

Motion: J. Comfort

Second: K. McClelland

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 5:40PM** to Executive Session to discuss personnel matters with counsel.

Motion: J. Comfort                      Second: C. Lillie                      Vote: 5-0

**VIII. MOTION TO RETURN TO Public Session at 7:43PM.**

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

**IX. MOTION TO ADJOURN at 7:44PM.**

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

Respectfully submitted,



Tammy A. Cavanaugh  
District Clerk