BRIDGEHAMPTON U.F.S.D.
BOARD OF EDUCATION
WORKSHOP MEETING MINUTES

Date: July 30, 2008
Meeting Type: Board of Education Workshop Meeting
Present: Elizabeth Kotz, James Walker, Joseph Berhalter, Carol Kalish, Susan Hiscock, Rick Delano, Nicki Hemby
Dr. Dianne B. Youngblood, Superintendent
John Pryor, Principal, Philip Kenter, Business Administrator
Joyce Manigo, District Clerk

I. ROUTINE MATTERS:

A) Call to Order by the President upon his having ascertained the presence of a Quorum and Roll Call.

B) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed BOE Agenda, dated July 30, 2008.

Motion: Kalish Seconded: Hiscock Vote: 7-0

C) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the Reorganization Meeting of the Board of Education dated July 7, 2008 and the Regular Meeting of the Board of Education dated July 7, 2008.
As per Mr. Berhalter's request, for the record; at the June 23, 2008 meeting, he voted against resolution III-E, (the third reading of the Meal Policy #8505).

Motion: Berhalter Seconded: Hiscock Vote: 7-0

II. OLD BUSINESS:

A) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the third reading of the Public Participation Policy # 1230.
Note: an additional sentence was added to the third reading of the policy that stated: Each speaker should not exceed three minutes.

Motion: Kalish Seconded: Hiscock Vote: 7-0

Mr. Berhalter motioned that the Board Education Policy Committee work with Counsel to amend the Meal Policy (#8505) to get it to conform to the New York State Constitution.

Dr. Youngblood shared a memo dated July 30, 2008 from Counsel which stated that the Meal Policy that was accepted by the Board, which showed an element of payment was in compliance with the New York State Regulations.

Mrs. Kotz agreed to the Board asking the Policy Committee to review the Meal Policy as per Mr. Berhalter's request, but she believed that the Policy is in compliance.

Motion: Berhalter Seconded: Kalish Vote: 7-0

Mr. Berhalter motioned that the Board should ask for a weekly log of the Business Administrator, Phil Kenter and his mentor Shane Higuera communications to be submitted to the Superintendent for a monthly report to be given to the Board. He explained that this report will give the Board guidance and accountability on how much mentoring Mr. Higuera is giving Mr. Kenter and the areas of concentration.

Mrs. Kotz commented that she believed his request was a personnel matter, and not a matter for the Board of Education (she believed it would be micro-management of the Superintendent duties, who is in charge of her Administrative Staff to ask for evaluations of an employee).

Dr. Youngblood responded that she was already doing what Mr. Berhalter requested. She explained that she was prepared to give the Board that information in executive session, since it was a personnel concern.

Mr. Berhalter responded he was happy to hear that the Superintendent was already performing the task requested and he withdrew his motion.

Mr. Berhalter asked the Board to discuss food costs for the upcoming year so that the Committee would be able to put together some meaningful information for the Board after the bid openings. He suggested that the district charge $5.50 for adults and $3.50 for breakfast and $4.50 for student lunches.

Mr. Walker added that he thought parents should know about the price change of breakfast and lunches beforehand because for some families that would mean spending a lot of money on a daily basis and they might not choose to participate in the breakfast/lunch program at the school. If the part participation were to go down, this could end up costing the district even more money. Therefore, it would not be cost effective to the district and the majority of the Board felt they would not be servicing the students of the district.

Mr. Kenter interjected by telling the Board that when he, Dr. Youngblood and Shane were preparing the bid for the food service contract, the price of the breakfast and lunches were already established for the 2008-2009 school year. He explained that the information had to be established in order to create the Bid specifications. Changing the prices now would only complicate the Bid information and it is too late to create new specs. He indicated that the Food Service Sub-Committee had a meeting in June to discuss various scenarios, pricing arrangements, and vendor proposals, but that nothing had been finalized, or brought forth by that Sub-Committee to the full board for approval. As such, the bid specifications had to be written and published using last year's information and numbers.
And have a food service program in place for the school year.

Changing the pricing now without awarding a bidder within the confines of that bid document cannot be done. That bid would have to be discarded and a new one written and due to the pricing changes in it, would have to be forwarded to the NYSED for approval. Once approved, the document would have to be republished as a new bid with a new time frame for bidders to submit bid applications. The timing of this process would preclude the district from having any food service vendor in place by September 3, 2008, the first day of school for the children of this district.

Lastly, Mr. Berhalter shared he had asked for SAT Scores of the 2008 senior class members but never got them. He asked the Board why he can't get these scores. The Board responded they thought he had gotten the mean scores of the SAT's.

Dr. Youngblood responded by saying that the Guidance Dept. had given Mr. Berhalter the information in the most meaningful way. Mr. Berhalter second request of the scores was for more specific information and she told the Guidance Dept. to hold off until she had a chance to approach the entire Board about the requests that were coming from Mr. Berhalter.

After a discussion on the matter the Board agreed that it was not the consensus of the majority of the Board to release the SAT scores other than the way it was already released to Mr. Berhalter.

Mr. Walker acknowledged Mary Ann McCaffrey and John Mullen of Mullen and McCaffrey, PR Firm who distributed the July Newsletter that was just completed. Mr. Mullen also distributed copies of a proposal for next school year for the Board to consider.

III. NEW BUSINESS:

IV. Report:

A) Superintendent's Report

Dr. Youngblood addressed several items in her report:

- She presented two copies of the recently published Bridgehampton Historical Society Summer Journals that included a ½ page advertisement of the Bridgehampton School with the layout from Mullen & McCaffrey entitled A Flat Out Wonder. Dr. Youngblood them for a job well done.

- She shared that several people (R. Delano, E. Kotz and Jack Pryor) had met with her to discuss the Strategic 5-Year Plan and review the goals that included:
  Curriculum Alignment (Dr. Youngblood thanked the staff members for taking time to do curriculum writing this summer and thanked the Board for approving the allotment)

  Career Academy – She shared that this goal was an umbrella embracing a lot of different career pathways. She shared that the Landscape & Design course will change its name for the new year to the Environmental Design Course. She thanked Mr. Delano for his input and information on the course as the district embraces the concept of Career Academies. She said Mr. Delano has become the Guru on the East End on the concept of Career Academies on the East End and does this as his occupation all over the country.

  Mr. Delano added that he will be hosting a gathering on the East End that will help people better understand some of the generational implications to having Academies. It will help districts (School Boards, Superintendents, Leadership) and communities embrace the nature ideas and know what to expect from the generational make-ups that faces them today.

  Dr. Youngblood shared that the last week in August, she is planning a conference call with members of the L.I. Works Coalition. (resource network) regarding the development of our Career Academy. They are interested in working with school districts that are interested in working as a resource network throughout the areas on the support of Academies.

B) School Business Administrator's Report – Mr. Kenter addressed several concerns regarding the following:

- TAN (Tax Anticipation Note) – He requested a meeting with Munistat Services so that they will provide guidance with the TAN Process
- Review budget transfers
- Acknowledged the Bid Advertisements for food services, carpentry and snow removal
- Received three RFP's for rubbish removal. S& P our current provider came in at the lowest monthly fee.
- Matter regarding two students who did not carry out the obligations that they promised to adhere when they signed up for the course and therefore must reimburse the district the agreed upon non completion participation fee for the Princeton Review Course.
- He shared that he has drafted a petty cash procedure and will implement it in the fall as part of the packet information for the teachers
- McCoy Bus Service has requested they be renewed with the standard 4% increase. Recommends reappointing them.

- Food Service Bid and contract is done and ready for bidders to pick-up.
- Business office has been working closely with our auditing firm during the past weeks.

C) Principal's Report – Mr. Pryor added to the information that Dr. Youngblood talked about on summer curriculum writing. In June 2010 several key members of the faculty will retire. One of the summer curriculum writing projects is being done in the English Dept. documenting the 8, 10, and 12th grade curriculums in a format which corresponds with the AP curriculum. Mr. Kelly found that documenting the AP course was beneficial and thought it should be done throughout the curriculum. Another piece of the curriculum writing is Mr. Giosi incorporating the RTI mandates in the Special Ed. Dept. from the State Ed. to the curriculum intervention that he works during the year in Social Studies. Robin Gianis and Biana Stepanian are working on a matching grant with the Historical Society. They will put together autobiographies on some of the people in the community. Other curriculum writing is also being done by Henry Meyers, a Social Studies teacher who is developing the curriculum for an AP History Course.

D) In August, Mr. Pryor shared that he and Dr. Youngblood will put together the results of the Regents Exams. Last month he discussed the results of the K-8 ELA Results. Additional test results came in that showed: on the 4th grade Science Exam, 9 students took the exam, 100% passed and 100% reached level 4 (which is the top of the category), 30% of the students received a score of 98 or better. On the 8th grade Science Exam, 11 students took the exam, 100% passed and 5 students reached level 4. There are no more students at level 1. Some students are at 2 level 2 which is not proficient but we are working to get them to level 3. Curriculum and instructional pieces are in place to help with getting them there Mr. Pryor explained. On the 8th grade Social Studies 11 students took the exam, 100% passed and 3 students reached level 4. All the test information results are encouraging and make him to believe that the district is headed in the right direction.

V. SUPERINTENDENT'S RECOMMENDATIONS:

A) Finance Matters **(Consent Agenda on Items A1-8)**

1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Treasurer's Report for June 2008.

   Motion: Hiscock Seconded: Kalish Vote: 7-0

2) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the bid submitted by Gregory Electric Shop to provide electrical services to the district during the 2008-09 school year at a rate of $100 per hour.

   Motion: Hiscock Seconded: Kalish Vote: 7-0

3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the bid submitted by East End Turf, Inc. to provide lawn and landscape services to the district during the 2008-09 school year at the hourly rate of $37.50 for: maintenance of all planting beds, spring and fall clean-up, graduation and school opening, softball field preparation for spring play and school opening; and $45 per hour for cutting of the lawn, fertilizing and seeding the lawn, and any extra services.

   Motion: Hiscock Seconded: Kalish Vote: 7-0

4) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the bid submitted by Advanced Applications Painting, Inc. to provide painting services to the district during the 2008-09 school year at a rate of $45 per hour.

   Motion: Hiscock Seconded: Kalish Vote: 7-0

5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the bid submitted by Harold McMahon, Inc. to provide plumbing services to the district during the 2008-09 school year at a rate of $115 per hour.

Motion: Hiscock Seconded: Kalish Vote: 7-0

6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the bid submitted by S & P Carting Service, Inc. to provide rubbish removal during the 2008-09 school year at a rate of $648.00 a month for 6 yard garbage, three times per week (Tuesdays, Wednesdays, and Fridays); 4 yard cardboard every Thursday at no charge and no charge for the dumpster; and the recycling of bottles and cans every Thursday at no charge.

Motion: Hiscock Seconded: Kalish Vote: 7-0

7) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the extension of our 2007-08 transportation contracts with McCoy Bus Company for the 2008-09 school year, at the existing rates plus Consumer Price Index of 4% as published June 17, 2008 by the New York State Education Department.

Motion: Seconded: Vote:

8) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Budget Transfers for the month of June 2008 in the amount of $52,073.56 (see attached for details).

Motion: Hiscock Seconded: Kalish Vote: 7-0

B) Personnel

1) **Resignations**
2) **Leaves**
3) **Assignments**

a) Resolved that the Board of Education of the Bridgehampton UFSD approves Carrie L. McDermott, who holds N.Y. State Initial Certificates in English to Speakers of Other Languages and Childhood Education (Grades 1-6), to a three-year probationary appointment as ESL Teacher, effective September 2, 2008 at Step 5, Masters + 30 ($68,383), pending fingerprint clearance.

Motion: Hiscock Seconded: Kalish Vote: 7-0

b) Resolved that the Board of Education of the Bridgehampton UFSD approves Thomas Stevenson, from the Approved Civil Service List of Head Custodians, as Head Custodian, with a twenty-six week probationary period as per Civil Service regulations, effective August 18, 2008 at a starting salary of $58, 500, pending fingerprint clearance.

Motion: Hiscock Seconded: Kalish Vote: 7-0

VI. Use of Facilities

1) **Resolved** that the Board of Education of the Bridgehampton U.F.S.D. approves use of gymnasium, front hallway and select classrooms for a CancerCare of L.I. Conference on Breast Cancer to be held Saturday, October 18, 2008, 8:30 a.m. to 3:30 p.m., with CancerCare covering the cost for custodial coverage.

Motion: Hiscock Seconded: Kalish Vote: 7-0

Resolved that the Board of Education of the Bridgehampton UFSD convenes into an executive session to discuss Personnel and Negotiations matters at 8:47 PM.

Motion: Hiscock Seconded: Kalish Vote: 7-0

Resolved that the Board of Education resumes back into public session and adjourns the meeting at 10:00 PM.

Motion: Kalish Seconded: Hiscock Vote: 7-0

Respectfully submitted,
Joyce Crews-Manigo
District Clerk