

**Bridgehampton School District  
Board of Education Business Meeting  
December 19, 2012  
MINUTES**

**I. ROUTINE MATTERS**

**A)** The meeting was called to order at 7:03PM by Nicki Hemby, President, with the following people present:  
Ron White, JoAnn Comfort, Gabriela Braia, Lillian Tyree-Johnson (7:13), Larry LaPointe (7:05), Dr. Lois R. Favre (Superintendent), John L. Pryor (Principal), Robert Hauser (School Business Administrator), Jeannine Stallings (District Clerk), Tom Volz (Attorney).

**B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed BOE Agenda, dated December 19, 2012.

Motion: Ron White                                      Second: Lillian Tyree-Johnson                                      Vote: 5-0

**C) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the November 28, 2012 Board Meetings.

Motion: Ron White                                      Second: Lillian Tyree-Johnson                                      Vote: 5-0

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

**E)** Communications

1) Thank You Letter- The Famighetti Family

**F)** Board of Education Discussion Items

1) Longwood Regional Legislative Breakfast  
Dr. Favre will be attending the Legislative breakfast and invited the Board to join, stating that they needed to notify either Ms. Stallings or herself if they wished to attend.

2) Eastern Suffolk BOCES Executive Briefing  
Dr. Favre will be attending the Executive Briefing and invited the Board to join, stating that they needed to notify either Ms. Stallings or herself if they wished to attend.

3) French Club  
Dr. Favre explained Mrs. Stepanian's request for a French Club to the Board.

4) Update from Policy Committee  
Mrs. Hemby explained that the Committee has been working primarily on the Eligibility Policy for 2013-2014.

5) Update from Budget Committee  
Mr. Hauser told the Board that the Committee has been focused on reviewing the codes for facilities, grounds and custodial for the last 3 years.

6) Update from Strategic Planning Committee  
Dr. Favre told the Board that the 4 Action Committees met and are working on the following:

1. Communications Committee:

- Gathering and preparing email/text blasts as another form of communication with parents.
  - Parent Portal will be operational when school reopens after Christmas break. Parents will receive notification on how to use the Portal as well as what they can expect to see in it.
2. Facilities Improvement Committee:
    - Action Committee is requesting to meet in conjunction with the Facilities and Safety Committee.
  3. Student Achievement Committee:
    - Student achievement: ready to implement the Common Core Standards beginning with math in grades 3 – 5.
  4. College and Career Readiness Committee:
    - Continue to look at career surveys and intern opportunities with BOCES

7) Athletic Fields

Mrs. Hemby began discussions about improving the fields behind the school. She confirmed with the Board that they would be interested in exploring the idea and the process would begin with Facilities and Ground Committee.

8) Ice Hockey as a Club Sport and/or Intramural (grades 6-12)

Mr. DeGroot requested the Board explore the idea of Bridgehampton hosting one of the teams, similar to a PAL team.

Dr. Favre assured the Board that Ms. Jules will discuss with Sag Harbor a plan for the Tennis team and having Bridgehampton hosting one if the 3 teams.

**G) Consideration of additional items for the Agenda**

- 1) Mrs. Rachel Kelly inquired about the status on the Board supporting the Mercy transportation request.

Dr. Favre stated that she has not received the cost for a bus from Bridgehampton to Mercy, but that as soon as the information is available, she will share it.

Mr. Volz explained that the Board can expand their transportation radius but that policy change still needs to be presented to the voting public in the form of a proposition.

**II. ANNOUNCEMENTS**

- A)** December 20, 2012: Caroling Mini Tour at 11:00am
- B)** December 21, 2012: Holiday Luncheon at 11:30am
- C)** December 24-25, 2012: District Closed
- D)** December 26-28, 2012: Winter Recess- No Classes, District Open
- E)** December 31, 2012 – January 1, 2013: District Closed
- F)** January 7 and 17, 2013: Relay For Life planning meetings at 7:00pm
- G)** January 9, 2013: BOE Workshop at 7:00pm
- H)** January 11-12 and 18-19, 2013: HMEA Music Festival
- I)** January 21, 2013: District Closed
- J)** January 22-25, 2013: Regents Exams
- K)** January 28, 2013: Second Semester begins
- L)** January 30, 2013: BOE Meeting at 7:00pm
- M)** January 31, 2013: Relay for Life South Fork Kick-Off at 7:00pm

### III. REPORTS

#### A) Superintendent's Report

- The Bridgehampton School Community shares in the shock and sadness surrounding the Sandy Hook School Community. On Monday, the administrative team met to sure up safety concerns. Mr. Pryor had an assembly with secondary students, and throughout the day we checked in on classrooms, ready with counseling or any other assistance we could provide to our students to assure their safety.
- At a faculty meeting in the afternoon, Mr. Pryor led a discussion with the staff regarding the relaxing of our own rules, over the years since Project Save was initiated by the staff.
- I attended a meeting of local school leaders, and town officials committed to reviewing safety plans, communications, technology, and proactive things that we can put in place to further our safety measures. This was the beginning of what will be a conversation over the next few months.
- Once we have a handle on the changes, we will host a parent meeting – perhaps in conjunction with a PTO meeting to update the school community
- Relay for life of the South Fork planning is underway – there are two more planning meetings in January, to prepare for the kickoff event on January 31<sup>st</sup>

#### B) Principal's Report

Mr. Pryor reported on the following:

- 1) Student Safety
  - Grades 3-5 had age appropriate classroom discussions
  - Grades 6-12 had an open forum assembly in the gymnasium to discuss procedures for the lock-down drill that will happen when students return from Winter Recess.
- 2) Holiday Concerts
  - Music Department is doing an outstanding job. The chorus has grown so much since Ms. Sanchez joined the faculty.
- 3) Driver's Education
  - There is a plan in place to have Driver's Education offered to students and the details are being finalized.

#### C) Business Administrator's Report

Mr. Hauser reported on the following:

- 1) Café:
  - New custom tables installed
  - Bread Box needs to be built
  - Refurbished chandelier was rewired and hung
  - Monitored and compared the revenue for the first 3 months of the café. The self-operating café is within \$2,500 of the Whitson's operated café.
- 2) Maintenance:
  - Ad will be placed in the 2 school approved newspapers for a part time maintenance mechanic.

### IV. NEW BUSINESS

*The following three (3) resolutions were proposed as a consent agenda by Ron White and second by Lillian Tyree-Johnson with a Vote of 7-0*

**A) Resolved** that the Board of Education of the Bridgehampton UFSD approves the first reading of the following policies: Policy #2310- Regular Meetings; Policy #2340- Notice of Meetings; Policy #5695- Students and Personal Electronic Devices; and Policy #9645- Disclosure of Wrongful Conduct.

Motion: Ron White

Second: Lillian Tyree-Johnson

Vote: 7-0

**B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the surplus (removal or donation) of the items delineated on the December 17, 2012 list submitted by Robert Hauser.

Motion: Ron White

Second: Lillian Tyree-Johnson

Vote: 7-0

**C) Resolved** that the Board of Education of the Bridgehampton UFSD approves the surplus (removal or donation) of the items delineated on the December 17, 2012 list submitted by Aleta Parker.

Motion: Ron White

Second: Lillian Tyree-Johnson

Vote: 7-0

**V. SUPERINTENDENT’S RECOMMENDATIONS**

*The following nineteen (19) resolutions, removing from consent # 18, were proposed as a consent agenda by Ron White and second by Lillian Tyree-Johnson with a Vote of 7-0.*

**A) Financial Matters**

**1) Resolved** that the Board of Education of the Bridgehampton UFSD approves the following budget transfers.

2012/2013 BUDGET TRANSFERS				
FROM ACCT	AMOUNT	TO ACCT	AMOUNT	REASON
A9711 School Construction Interest	\$164,325.00	A9711.600 Serial Bonds Principal	\$140,000.00	To properly classify 2012/2013 serial bond principal and interest payments
		A9711.700 Serial Bonds Interest	\$24,325.00	
A9060.800 Employee Medical & Dental Insurance	\$60,000.00	A9020.800 Teachers Retirement System	\$85,000.00	Per Accountant instructions to cover 2012/2013 TRS additional anticipated appropriation
A9060.801 Retiree Medical & Dental Insurance	\$25,000.00			

Motion: Ron White

Second: Lillian Tyree-Johnson

Vote: 7-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 10 Fund T with 2 Claims in the amount of \$ 1,330.40.

Motion: Ron White                      Second: Lillian Tyree-Johnson                      Vote: 7-0
- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 11 Fund T with 7 Claims in the amount of \$ 6,409.06.

Motion: Ron White                      Second: Lillian Tyree-Johnson                      Vote: 7-0
- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 9 Fund H with 5 Claims in the amount of \$ 56,462.60.

Motion: Ron White                      Second: Lillian Tyree-Johnson                      Vote: 7-0
- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 13 Fund A with 57 Claims in the amount of \$ 639,118.05.

Motion: Ron White                      Second: Lillian Tyree-Johnson                      Vote: 7-0
- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 9 Fund C with 8 Claims in the amount of \$ 28,709.09.

Motion: Ron White                      Second: Lillian Tyree-Johnson                      Vote: 7-0
- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 4 Fund F with 2 Claims in the amount of \$ 1,600.00.

Motion: Ron White                      Second: Lillian Tyree-Johnson                      Vote: 7-0
- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 14 Fund A with 85 Claims in the amount of \$ 119,826.77.

Motion: Ron White                      Second: Lillian Tyree-Johnson                      Vote: 7-0
- 9) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 10 Fund C with 12 Claims in the amount of \$ 2,551.15.

Motion: Ron White                      Second: Lillian Tyree-Johnson                      Vote: 7-0
- 10) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 10 Fund H with 4 Claims in the amount of \$ 5,782.95.

Motion: Ron White                      Second: Lillian Tyree-Johnson                      Vote: 7-0
- 11) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 13 Fund T with 1 Claim in the amount of \$ 1,491.84.

Motion: Ron White                      Second: Lillian Tyree-Johnson                      Vote: 7-0
- 12) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 12 Fund T with 2 Claims in the amount of \$ 1,330.

Motion: Ron White                      Second: Lillian Tyree-Johnson                      Vote: 7-0

**13) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for November 2012.

Motion: Ron White

Second: Lillian Tyree-Johnson

Vote: 7-0

**14) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the October and November 2012 Monthly Treasurer's Reports.

Motion: Ron White

Second: Lillian Tyree-Johnson

Vote: 7-0

**15) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period 7/1/12-6/30/13.

Motion: Ron White

Second: Lillian Tyree-Johnson

Vote: 7-0

**16) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Budget Status Report for the period 7/1/12-6/30/13.

Motion: Ron White

Second: Lillian Tyree-Johnson

Vote: 7-0

**17) WHEREAS,** It is the plan of a number of public school districts in Nassau/Suffolk Counties, New York to bid jointly on selected Food Service Commodities, Food and Food Service Supplies for the 2013-14 school year.

**WHEREAS,** the Board of Education of the Bridgehampton UFSD, is desirous of participating with other districts in Nassau/Suffolk Counties in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-0 and,

**WHEREAS,** the Board of Education of the Bridgehampton UFSD, wishes to appoint a committee to assume the responsibility for drafting of specification, advertising for bids, accepting and opening bids, reporting the results to the boards of education and making recommendations thereon; therefore,

**BE IT RESOLVED,** that the Board of Education of the Bridgehampton UFSD, hereby appoints Long Island School Nutrition Directors Association Cooperative Bid Committee to represent it in all matters related above, and,

**BE IT FURTHER RESOLVED,** that the Board of Education of the Bridgehampton UFSD authorized the above-mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above-mentioned commodities, and,

**BE IT FURTHER RESOLVED,** that the Board of Education of the Bridgehampton UFSD agrees to assume its equitable share of the costs of the cooperative bidding, and

**BE IT FURTHER RESOLVED,** that the Board of Education of the Bridgehampton UFSD agrees (1) to abide by majority decisions of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee; (3) that after award of contract(s), it will conduct all negotiations directly with the successful bidder(s).

Motion: Ron White

Second: Lillian Tyree-Johnson

Vote: 7-0

**18) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the calendar year 2013 contract with Fitzharris and Company to administer the District's health care spending and dependent care account for employees at a cost of \$4.40 per employee per month beginning January 1, 2013, guaranteed for 24 months, and authorizes the Superintendent to sign the contract, subject to Board members questions being addressed, through the Superintendent's Office, to the Boards satisfaction.

Motion: Ron White

Second: Lillian Tyree-Johnson

Vote: 7-0

**19) Resolved** that the Board of Education of the Bridgehampton UFSD authorizes the Superintendent to amend Mary Johnsen's contract for behavioral consultant services to permit additional services as indicated by the Committee on Special Education, and authorizes the Superintendent to amend and sign a contract at an hourly rate of \$85 per hour, as indicated on the student's IEP.

Motion: Ron White

Second: Lillian Tyree-Johnson

Vote: 7-0

**20) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Change Order for Construction Consultants in the amount of \$3,950.64 and authorizes the Superintendent to sign the contract.

Motion: Ron White

Second: Lillian Tyree-Johnson

Vote: 7-0

**21) Resolved** that the Board of Education of the Bridgehampton UFSD approves the formation of a French Club for the remainder of the 2012-2013 school year, with Ms. Biana Stepanian as a volunteer advisor.

Motion: Ron White

Second: JoAnn Comfort

Vote: 7-0

## **B) PERSONNEL**

**1) Resolved** that the Board of Education of the Bridgehampton UFSD appoints Athena Savalas-Moustakas to the position of Substitute Clerical, at a pay rate of \$15 per hour, effective December 17, 2012.

Motion: Ron White

Second: Lillian Tyree-Johnson

Vote: 7-0

## **C) COMMITTEE ON SPECIAL EDUCATION**

*The following two (2) resolutions were proposed as a consent agenda by Ron White and second by Lillian Tyree-Johnson with a Vote of 7-0.*

**1) Resolved** that the Board of Education of the Bridgehampton UFSD approves the recommendation of the Committee on Pre-School Special Education for Student #10096 and authorizes the Superintendent to arrange for appropriate services.

Motion: Ron White

Second: Lillian Tyree-Johnson

Vote: 7-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the recommendation of the Committee on Special Education for Students #10060 and #10064, and authorizes the Superintendent to arrange for appropriate services.

Motion: Ron White

Second: Lillian Tyree-Johnson

Vote: 7-0

**D) BUILDING USE FORM**

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Application for Use of School Building submitted by Ninfa Boyd on behalf of the Senior Class for use of the café from 5:30pm to 7:30pm on December 4 and 14, 2012, January 8, 15, 22, 29, 2013 and February 5, 2013 for selling refreshments at the Basketball games.

Motion: Ron White

Second: JoAnn Comfort

Vote: 7-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Application for Use of School Building submitted by American Cancer Society for use of a room/gym from 6:00pm to 9:00pm on January 7, 17, 31, 2013 for Committee meeting and Kick Off.

Motion: Lillian Tyree-Johnson

Second: Gabriela Braia

Vote: 7-0

**VI. ADJOURN at 8:36pm to discuss the personnel history of a particular employee and contract negotiations with counsel.**

Motion: Lillian Tyree-Johnson

Second: Ron White

Vote: 7-0

**Return to Public Session at 8:45pm.**

**Resolved** that the Board of Education of the Bridgehampton UFSD grants tenure to Lenore Wright in the area of English 7-12 effective September 5, 2012.

Motion: Ron White

Second: Gabriela Braia

Vote: 7-0

Respectfully Submitted,  
Jeannine Stallings  
District Clerk