

**Bridgehampton School District  
Board of Education Business Meeting  
Wednesday, October 28, 2015  
Café – 7:00 PM  
MINUTES**

**I. ROUTINE MATTERS**

**A)** Upon having ascertained the presence of a Quorum and Roll Call, the President called the meeting to order at 7:05PM, followed by the Pledge of Allegiance.

**Present:** Ron White, Lillian Tyree-Johnson, Doug DeGroot, Larry LaPointe, Jennifer Vinski, Kathleen McClelland, Jeff Mansfield, Dr. Lois R. Favre, Superintendent; Robert Hauser, Assistant Superintendent of Finance & Facilities; Tom Volz, Counsel; Tammy A. Cavanaugh, District Clerk

**Press:** Christine Sampson, *East Hampton Star*; Alisha Steindecker, *The Southampton Press*; Kathryn Menu, *The Sag Harbor Express*

**Guests:** Mike Miller, Athletic Director; Aleta Parker, Director of Curriculum & Assessment

**B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated October 28, 2015.

Motion: L. Tyree-Johnson                      Second: L. LaPointe                      Vote: 7-0

**C) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the October 13, 2015 Special Meeting of the Board of Education.

Motion: L. Tyree-Johnson                      Second: J. Mansfield                      Vote: 7-0

**D) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the September 30, 2015 meeting of the Board of Education.

Motion: L. Tyree-Johnson                      Second: L. LaPointe                      Vote: 7-0

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

**F)** Communications

1) Mike Miller - Presentation

**G)** Board of Education Discussion Items

- 1) Mike Miller – Sports Banners
- 2) Audit Committee
- 3) Policy Review Committee
- 4) District Wellness Committee
- 5) Safety Committee
- 6) Facilities & Grounds Committee

## H) Consideration of additional items for the Agenda

### II. ANNOUNCEMENTS

A) October 30	Halloween Day of Events 12pm -1:45pm
B) November 1	Daylight Savings Time Ends – Set clocks back 1 hour
C) November 5	Marimba Band at the Veterans' Home in Stony Brook
D) November 11	Veteran's Day – School Closed
E) November 13	1 <sup>st</sup> Quarter Ends
F) November 14	7am – 5:30pm Half Hollow Hills Robotics Invitational
G) November 18	Board of Education Meeting
H) November 19	1 <sup>st</sup> Quarter Grades Due
I) November 23	11:15am – Early Dismissal 12:15pm – 2:45pm – Parent/Teacher Conferences
J) November 24	Thanksgiving Feast
K) November 25	No Classes
L) November 26 & 27	Thanksgiving Break – District Closed

### III. REPORTS

#### A) Superintendent/Principal's Report

- Coming up on the end of the first quarter, it seems to be going very quickly
- I have been meeting with the BTA on the new requirements for APPR, and as you will see today, we are requesting a hardship waiver, as we need more time to build our plan based on the new regulations.
- The teacher evaluation process will begin shortly with both informal and formal evaluations, as while we are building the new plan the former APPR plan stays in place.
- This month our co-teaching consultant returned to visit our teaching teams and present information and ideas for improving instruction particularly for our ENL students – and reading/writing workshop is continuing to gain momentum in grades PreK through 8.
- This month, we also received information that we are once again receiving a grant from Paddler's for Humanity – that supports robotics and PBIS – for \$30,000. They are also interested in entertaining a grant for more and Jeff Neubauer is working to provide more information to them – but \$30,000 is certainly greatly appreciated!
- I have posted internally and to area districts our opening for a new math teacher – we would like to fill the position quickly- but certainly with the best candidate. I am hoping to have interviews Friday and Monday. I may call the board together for an approval if the right candidate is found – most will need to give notice, so the sooner we can approve him/her – the better.
- Many of our high school students went on a field trip today to the Whitney Museum in NYC and tomorrow our little ones are going to Pumpkin Town in Water Mill. Our 5<sup>th</sup> and 6<sup>th</sup> graders did their annual visit to the Bridgehampton Senior Center as well.
- For November and in recognition of Veteran's day- we have a planned trip to the Veteran's Center for the 6<sup>th</sup> grade Marimba Band and next week grades 4 and 5 will visit the longhouse reserve –
- So – lots of great things going on!

## B) School Business Administrator Report

### Finance

- Set 2015/16 Tax Levy (see page 3 of the agenda)

### Facilities

- Gymnasium ceiling scheduled for 11/20/15
- Electrical upgrade scheduled for 11/25/15
- Architect RFP status

## IV. NEW BUSINESS

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the donation from Paddlers for Humanity of \$30,000.00 earmarked for the continuation of PBIS in the Bridgehampton UFSD District.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 7-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the October 23, 2015 Surplus List submitted by John Daniels.

Motion: L. Tyree-Johnson                      Second: J. Mansfield                      Vote: 7-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the first reading of policies: #1230 Public Participation at Board Meetings; #2270 School Attorney; #8110 School Building Safety; #8112 Health & Safety Committee; #8220 Buildings & Grounds Maintenance & Inspection; #0115, 0115R, 0115-E Student Harassment & Bullying Prevention & Intervention Policy, Regulation & Exhibit; #5300 Code of Conduct.

Motion: L. Tyree-Johnson                      Second: L. LaPointe                      Vote: 7-0

## V. SUPERINTENDENT'S RECOMMENDATIONS

### A) OTHER

- 1) Resolved that the Board of Education of the Bridgehampton UFSD hereby approves the submission of the Education Law § 3012-d APPR Hardship Waiver Application to the New York State Education Department and authorizes the Board President and the Superintendent of Schools to execute and submit the Application on the District's behalf.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 7-0

### B) FINANCIAL MATTERS

#### \*CONSENT AGENDA, ITEMS B 1-B 23

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

- 1) **WHEREAS**, by action of the Board of Education, the BHUFSD has previously established certain reserves having the following balances as of the fiscal year ending June 30, 2014:

<b>Fiscal Year Ending Reserves</b>	<b>06/30/14</b>
Workers' Compensation	\$ 207,861
Unemployment Insurance	\$ 186,470
Retirement Contribution	\$ 347,438
Employee Benefit Accrued Liability	\$ 441,329
Repairs	\$ 42,500
Advances	\$ -0-
Five Year Capital Reserve	\$ -0-
<b>Total Reserves</b>	<b>\$1,225,598</b>

**And, WHEREAS**, the Board of Education, at the time of establishing its tax levy on October 28, 2015 determined it would be appropriate to transfer funds from the 2014-2015 fund balance to certain of those reserves; and **WHEREAS**, the tax levy established by the Board of Education on October 28, 2015 reflects such transfers as set forth below.

<b>Reserves</b>	<b>Transfer Not to Exceed</b>
Workers' Compensation	\$ -0-
Unemployment Insurance	\$ -0-
Retirement Contribution	\$ 85,000
Employee Benefit Accrued Liability	\$ -0-
Repairs	\$ -0-
Advances	\$ -0-
Five Year Capital Reserve	\$ 672,262
<b>Total Reserves</b>	<b>\$ 757,262</b>

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

- 2) **Whereas** the voters of the Bridgehampton UFSD approved the proposed General Fund budget of \$12,818,345 for the fiscal year 2015/2016 at the Annual District meeting held on May 19, 2015;

**Therefore, be it resolved** that the Board of Education authorizes a tax levy including STAR reimbursements on a STAR assessment value of \$6,628,405,059 in the amount of \$11,003,418 for school purposes;

**And be it further resolved** that the Board of Education authorizes a tax levy in the amount of \$347,200 to be raised for the Hampton Library Building Fund Annual Debt Service;

**And be it further resolved** that the Board of Education authorizes a tax levy in the amount of \$640,000 to be raised for the Hampton Library Operating fund.

**And be it further resolved** that the total amount of taxes for these purposes be \$11,990,618.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

- 3) **Resolved** the Board of Education of the Bridgehampton UFSD accepts the following budget transfers.

2015/2016 BUDGET TRANSFERS				
FROM ACCT	AMOUNT	TO ACCT	AMOUNT	
A2110.470 Tuition	\$12,678.00	A2280.490 BOCES Occupational Education Program	\$12,678.00	One additional student attending BOCES Occupational Education Program

Motion: L. Tyree-Johnson

Second: J. Vinski

Vote: 7-0

- 4) **Resolved** the Board of Education of the Bridgehampton UFSD accepts the following budget transfers.

2015/2016 BUDGET TRANSFERS				
FROM ACCT	AMOUNT	TO ACCT	AMOUNT	
A2110.470 Tuition	\$16,740	A9098.800 Tuition Reimbursement	\$16,740	Additional funds needed for staff tuition reimbursement

Motion: L. Tyree-Johnson

Second: J. Vinski

Vote: 7-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the transportation contract with the Sag Harbor UFSD for October 1, 2015 through June 30, 2016 to the non-public Hayground school for \$7,500 and authorizes the Board President and Superintendent to execute the contract:

Motion: L. Tyree-Johnson

Second: J. Vinski

Vote: 7-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the transportation contract with the East Hampton UFSD for October 20, 2015 through June 30, 2016 to BOCES HB Ward for \$10,000 and authorizes the Board President and Superintendent to execute the contract.

Motion: L. Tyree-Johnson

Second: J. Vinski

Vote: 7-0

**7) Resolved** that the Board of Education of the Bridgehampton UFSD approves the transportation contract with McCoy Bus Co. for October 26, 2015 through June 30, 2016 for the Alternative High School program and authorizes the Board President and Superintendent to execute the contract.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**8) Resolved** that the Board of Education of the Bridgehampton UFSD approves the contract for the 2015-2016 school year with Sinead Fitzgibbon, Physical Therapist and authorizes the Superintendent to execute the contract.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**9) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #14 Fund A with 51 Claims in the amount of \$45,236.13.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**10) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #6 Fund C with 14 Claims in the amount of \$8,834.62.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**11) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund F with 1 Claim in the amount of \$7,500.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**12) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #8 Fund H with 1 Claim in the amount of \$11,164.50.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**13) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #9 Fund H with 6 Claims in the amount of \$46,015.08.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**14) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #10 Fund H with 1 Claim in the amount of \$210.00

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**15) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #7 Fund T with 20 Claims in the amount of \$103,093.55.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**16)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #15 Fund A with 75 Claims in the amount of \$474,342.67.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**17)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #7 Fund C with 22 Claims in the amount of \$5,920.40.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**18)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #11 Fund H with 4 Claims in the amount of \$2,004.44.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**19)Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #8 Fund T with 14 Claims in the amount of \$97,522.03.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**20)Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for September 30, 2015.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**21)Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Monthly Treasurer's Report dated September 30, 2015.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**22)Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Budget Status Report for the period 07/01/15 - 09/30/15.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

**23)Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period 07/01/15 – 09/30/15.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

## **C) PERSONNEL**

**1) Resolved** that the Board of Education of the Bridgehampton UFSD approves additional 28 hours for Lauren Sebor for Summer 2015 Curriculum Writing for Character Education per the BTA contractual rate.

Motion: L Tyree-Johnson                      Second: K. McClelland                      Vote: 7-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Helen Wolfe to provide home instruction at the BTA home tutoring rate for the 2015-2016 school year.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 7-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD approves BTA members, Michael Miller and David Holmes to serve on the Budget Advisory Committee for the 2015-2016 school year.

Motion: L. Tyree-Johnson                      Second: J. Mansfield                      Vote: 7-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Brian Donaghy as a Middle School Volleyball Coach for the 2015-2016 school year at the Coaching BTA Step 10 contractual rate of \$4,828.50.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints Jenna Mascia, who maintains a Family & Consumer Sciences certificate, to serve as a .6 Family & Consumer Science Teacher, whose term shall commence on November 2, 2015 at a salary of \$29,302.02, .6 of a M Step 1, per the BTA contract.

Motion: L. Tyree-Johnson                      Second: J. Vinski                      Vote: 7-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Stephanie Bucalo as a Certified Teacher Substitute and a Teacher Aide Substitute for the 2015-2016 school year daily rate of \$125 and \$100, respectively, effective October 2, 2015.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 7-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Helen Chisholm as a Teacher Aide Substitute for the 2015-2016 school year at daily rate of \$100, effective October 25, 2015, pending fingerprint clearance.

Motion: L. Tyree-Johnson                      Second: L. LaPointe                      Vote: 7-0

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Cathy E. Kaufman as a Certified Teacher Substitute and a Teacher Aide Substitute for the 2015-2016 school year at a daily rate of \$125 and \$100, respectively, effective October 8, 2015.

Motion: L. Tyree-Johnson                      Second: L. LaPointe                      Vote: 7-0

- 9) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Patricia Allen as a Teacher Aide Substitute for the 2015-2016 school year at daily rate of \$100, effective October 8, 2015.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 7-0



**10) Resolved** that the Board of Education of the Bridgehampton UFSD approves Jordan Federico as a Certified Teacher Substitute and Teacher Aide Substitute for the 2015-2016 school year at daily rate of \$125 and \$100, respectively, effective October 21, 2015.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 7-0

**11) Resolved** that the Board of Education of the Bridgehampton UFSD approves Anna Verneuille as a Certified Teacher Substitute at the daily rate of \$125, pending certification and as Teacher Aide Substitute at daily rate of \$100, effective October 21, 2015 for the 2015-2016 school year.

Motion: L. Tyree-Johnson                      Second: L. LaPointe                      Vote: 7-0

**12) Resolved** that the Board of Education of the Bridgehampton UFSD approves Claudia Patino Tarlow as a Teacher Aide Substitute for the 2015-2016 school year at a daily rate of \$100, effective October 21, 2015.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 7-0

**13) Resolved** that the Board of Education of the Bridgehampton UFSD approves Monika Lynch as a Teacher Aide Substitute for the 2015-2016 school year at daily rate of \$100, effective October 21, 2015.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 7-0

**14) Resolved** that the Board of Education of the Bridgehampton UFSD approves the transfer of funds from the reserve fund for compensated absences to payout \$40,717.65 for unused sick days for Jodie Wigley.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 7-0

**15) Resolved** that the Board of Education of the Bridgehampton UFSD approves the appointment of Jennifer Souhrada as Clerk Typist (Guidance Secretary) at an annual salary of \$32,480.00 to be prorated based on the effective start date of November 16, 2015.

Motion: L. Tyree-Johnson                      Second: K. McClelland                      Vote: 7-0

#### **D) COMMITTEE ON SPECIAL EDUCATION**

**1) Resolved** that the Board of Education of the Bridgehampton UFSD approves the recommendation of the Committee on Special Education for Students #10061 & #1104 and authorizes the Superintendent to arrange for appropriate services.

Motion: L. Tyree-Johnson                      Second: L. LaPointe                      Vote: 7-0

**E) BUILDING USE REQUESTS**

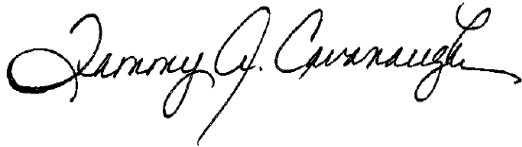
- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Application for Use of School Facilities submitted by Judiann Carmack-Fayyaz on behalf of the Edible School Garden Club for use of the Gardens/Greenhouse on Wednesday, November 18, 2015 from 3:00PM – 6:00PM to host the November meeting of the East End Edible School Garden group.

Motion: L. Tyree-Johnson                      Second: L. LaPointe                      Vote: 7-0

**VI. ADJOURN at 7:57PM** to Executive Session to discuss personnel matters with counsel.

Motion: L. Tyree-Johnson                      Second: J. Mansfield                      Vote: 7-0

Respectfully submitted,



District Clerk