

**Bridgehampton Union Free School District
Board of Education Business Meeting
Wednesday, November 15, 2023
6:00PM - Gymnasium
MINUTES**

I. ROUTINE MATTERS

- A)** Upon having ascertained the presence of a Quorum and Roll Call, the President called the meeting to order at 6:18PM, followed by the Pledge of Allegiance.

Present: Jennifer Vinski, President; Jo Ann Comfort, Vice President; Trustees: Kathleen McClelland, Markanthony Verzosa, Carla Lillie; Dr. Mary T. Kelly, Superintendent of Schools; Michael Cox, Principal; Tammy A. Cavanaugh, District Clerk

Excused: Angela Chmielewski, Trustee; Michael Mack, Director for PPS; Kristopher Oliva, School Business Administrator

Staff: Dilangani Dilrukshi, CTE Teacher

Counsel: Michael G. Vigliotta, Esq of Volz & Vigliotta, PLLC

- B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated November 15, 2023.

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 October 25, 2023 Business Meeting of the Board of Education.

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

- 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) Board Recognition
- 2) CTE in Technology Program – Dilangani Dilrukshi
- 3) Data Presentation: 3-8 ELA & Math – Michael Cox

II. ANNOUNCEMENTS

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|--------------------|--|
| (a) November 15-17 | Field Trip: College Tour – Binghamton, Oneonta, Cornell & Cortland (Juniors & Seniors) |
| (b) November 17 | Field Trip: VEI – In-School Online Trade Show |
| (c) November 19 | Pickleball Sunday 10:30AM-12:30PM |

(d) November 20	Early Dismissal – PK-12 – 11:05AM
(e) November 20	Parent/Teacher Conferences
(f) November 21	Field Trip: Bay Street Theater “The Crucible” Grades 11-12 9:00AM – 11:45AM
(g) November 21	Thanksgiving Feast – Gymnasium – 12PM – Gymnasium
(h) November 21	Go Home Early Drill – PreK – 12 th – 2:30PM
(i) November 22	Thanksgiving Recess; No classes; District Open
(j) November 23-24	Thanksgiving Recess; District Closed
(k) November 26	Pickleball Sunday 10:30AM – 12:30PM
(l) December 2	Field Trip – 21 st Century – Frozen Jr. The Musical - Gr. 2 nd -5 th 12:15PM–5:00PM – Smithtown Performing Arts Center
(m) December 3	Pickleball Sunday, 10:30AM – 12:30PM
(n) December 8	Stony Brook Southampton – Greenhouse & Hands-On Agricultural Activities – Grades 11 & 12
(o) December 10	Pickleball Sunday, 10:30AM – 12:30PM
(p) December 13	BOE Meeting – Gymnasium – 6PM
(q) December 19	Winter Concert – 5:30PM
(r) December 22	Holiday Feast – 11:00AM - Gymnasium

III. REPORT

A) Superintendent of Schools

CTE in Technology Program: I am happy to inform you that our new CTE program in Technology has been approved by the New York State Education Department (NYSED). Kudos to Ms. Dilrukshi, Mr. Cox, and the team on their efforts to develop and implement this exciting program. This will be an excellent addition to our curriculum offerings and will open the door to wonderful opportunities for our students.

Security Guard Update: East Coast Security determined, late last week, that it could not provide the necessary insurance coverage. They work with another company, APB Security, which can satisfy our insurance requirements and will hire the guards that we interviewed and approved. A contract with APB will be developed and reviewed by counsel and will be placed on the Board’s agenda for review at its meeting on November 15, 2023. We are hoping that we will have security guards in place shortly thereafter.

Superintendent’s Conference Day: We held this year’s second Superintendent’s Conference Day on November 7, 2023. As mentioned previously, the day included wellness and team-building activities, in addition to curriculum-related work. A licensed mental health counselor, Kathleen Lynch, conducted small-group workshops and engaged the staff in activities related to self-care and wellness. She was also available throughout the day and met with staff members on an individual basis. The conference day was very productive and well received by the staff.

East End Partnerships - Hamptons International Film Festival (HIFF), Neo-Political Cowgirls Theater, LongHouse, Little Barn: Mike Cox and I met with Kate Mueth in her role as the Education Manager for the Hamptons International Film Festival to discuss an opportunity for our students to participate in the sharing of global youth films through HIFF’s United Nations Plural Plus partnership. We also discussed additional opportunities for students to participate in theater

experiences through the Neo-Political Cowgirls Theater Company, and an opportunity to attend the LongHouse Illuminated holiday event in December, 2023. Bob Tymann and I are also meeting with representatives from Little Barn this month to discuss their possible participation in the 21CCLC after-school and summer programs.

Veterans Day Salute to our Local Veterans: The Elementary Student Council, under the guidance of advisor Hamra Ozsu, coordinated an event to honor our local veterans. The celebration included a presentation by one of our students to each of the nine veterans who attended, and a musical tribute performed by the Jazz Loft, which was coordinated by music teacher David Elliott. The entire school participated in the event, which was very well-received by our students and staff.

Suffolk County Music Educators Association (SCMEA) Administrators Dinner: Mike Cox and I represented Bridgehampton at the annual SCMEA to show our support and appreciation for our music educators, as well as to support the efforts of SCMEA in promoting music education and opportunities for students throughout Suffolk County.

Public Relations: This month, I collaborated with representatives from Syntax to prepare the fall newsletter, which will be in homes by the end of November. We are also in the process of launching an Instagram presence and revamping our website. We have a new account representative, Gabby Gangi, who will be on site on a regular basis to assist us in sharing the good news about the Bridgehampton School and promoting our students' accomplishments regionally.

Classroom Observations: Throughout the month, I conducted classroom visits and observations in order to assess the quality of student learning, instructional practice, and professional development and curricular needs.

Committee Meetings: Committee meetings have begun for the 2023-2024 school year. Please see the summary for each committee that is meeting this month:

Curriculum:

A. Initiatives Already in Progress

1. Google Classroom Curriculum Mapping Initiative - Update on Progress, Needs
2. Curriculum Overviews - Status Update
3. Next Generation Learning Standards Alignment - Update on Progress, Needs

B. New Areas of Focus

1. Student engagement, project based learning - professional development
2. Curriculum Review: Literacy Program
3. Increased participation in acceleration opportunities and AP and college courses - focus on maintenance criteria, not gatekeeping criteria.
4. Implementation of new courses in 24-25:
 - AP Capstone
 - AP French
 - CTE Technology
 - AP/College Psychology
 - Pre-AP English and Pre-AP Social Studies
 - Acceleration for all in World Languages, beginning in 6th grade

5. Increased meaningful opportunities for college and career exploration.
6. Evaluation of grading policies, by department, including weighting of final exams, Regents exams, etc., as part of final course grade.
7. Evaluate departmental quarterly, midterm, and final exams developed by department; these must mirror state assessments, Regents exams, AP exams, etc.
8. Improve student performance: Elementary and Middle Level - develop and implement a plan to move students from 1 to 2, from 2 to 3, and from 3 to 4 on the New York State 3 -8 Testing Program assessments; also increase ENL student proficiency - moving toward Commanding.
9. Improve Student Performance - High School - develop and implement a plan to move students to mastery 85+ on Regents exams, increase numbers of students who graduate with Regents diplomas with advanced designation, also increase ENL student proficiency - moving toward Commanding.
10. Eliminate honors and create a pre-AP pathway to AP courses.
11. Curriculum Writing Needs - AP, pre-AP, CTE, etc.

Strategic Planning: This month, the committee will meet to review the District's progress in meeting the Middle States Association goals, which will include a review of the District's academic performance data for the 2022-2023 school year.

Policy: The district subscribes to the NYSSBA policy updates service. The recommended updates were reviewed by counsel and compared to the district's existing policies. The committee met this month to discuss these policies. The committee also discussed the cell phone policy and would like to update it so that it reflects greater restrictions on cell phone use for younger students and greater flexibility for appropriate use of cell phones for middle school and high school students. The Leadership Team is studying this and will have recommendations to share with the policy committee shortly.

District Leadership Team Meetings: The District Leadership Team includes the Superintendent, Principal, School Business Administrator, Director for PPS, 21CCLC Director, Director for Guidance, and Dean of Students/Athletic Director. The Leadership Team meets weekly to discuss a variety of matters pertaining to the effectiveness and success of the organization as it relates to the District's goals and objectives, including, but not limited to: student achievement; teaching and learning initiatives; school and district leadership; human resources issues and personnel needs; and financial, budgetary, operational, facilities, and technology concerns. This month's meetings included the following items:

Meetings with Parents, Students, Staff, Stakeholders, Residents, Community Leaders and Organizations: Throughout the month, I conducted formal and informal meetings with parents, students, staff, stakeholders, residents, and community leaders to receive input, feedback, and address specific concerns that individuals and groups bring to my attention, for the benefit of students, families, and the community.

Legal Matters: I consulted with counsel regarding personnel issues and legal matters throughout the month.

Meetings with the BTA and CSEA: I meet with the leaders of the BTA and CSEA on a regular basis to assess concerns and resolve issues. The goal is to meet on a monthly basis so that we are proactive in addressing any potential concerns. We are committed to

fostering a collaborative, respectful, and positive rapport in order to effectively accomplish the District's goals and serve the needs of our students, families, and community.

Superintendents' Meetings - ESBOCES, NYSCOSS, Suffolk County School Superintendent Association (SCSSA) SCOPE, East End Superintendents: I represent Bridgehampton at all monthly regional meetings of Chief School Officers, the ESBOCES Strategic Planning Council Committee, and at the regional Curriculum Council meetings. I am also an active member of the Rotary Club of Southampton. I have been in communication with NYSCOSS, SCSSA, ESBOCES, and the East End Superintendents throughout the month regarding regional issues and concerns.

IV. NEW BUSINESS

***CONSENT AGENDA, ITEMS 1-3**

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the first reading of the following policies, regulations and exhibits: 5225 – Student Personal Expression; 0100 – Nondiscrimination & Equal Opportunity; 0110.2 – Sexual Harassment of Employees; 0110-2-R – Sexual Harassment of Employees Regulation; 0110.2-E – Sexual Harassment of Employees Exhibit.

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves rescinding the following regulation after one reading due to being outdated and/or addressed within other policies/regulations: 0100-R – Equal Opportunity and Non-Discrimination Regulation.

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the following Club Charters for the 2023-2024 school year:

Culinary Club

High School Student Council

Drama Club

Virtual Enterprise Int'l Fund Club

Frost Valley Club

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

V. SUPERINTENDENT'S RECOMMENDATIONS

A) FINANCIAL MATTERS

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

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

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

Motion: J. Comfort

Second: K. McClelland

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 – 10/31/2023.

Motion: J. Comfort Second: K. McClelland 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 – 10/31/2023.

Motion: J. Comfort Second: K. McClelland 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 – 10/31/2023.

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

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #13 Fund A with 10 Claims in the amount of (\$7,073.98).

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

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #14 Fund A with 45 Claims in the amount of \$465,454.06.

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

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #5 Fund C with 8 Claims in the amount of \$7,013.44.

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

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #6 Fund F with 2 Claims in the amount of \$0.00.

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

- 9) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #7 Fund F with 4 Claims in the amount of \$19,266.89.

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

- 10) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #8 Fund CM with 27 Claims in the amount of \$272,242.78.

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

- 11) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund C with 1 Claim in the amount of \$1,475.00.

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

12)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
10767	1st	\$62,000 (Wainscott)
10791	2nd	\$69,000 (Mattituck)
10804	PK3	\$5,000

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

13)Resolved that the Board of Education of the Bridgehampton UFSD rescinds the previously approved resolution from the September 27, 2023 meeting to approve a contract with East West Security.

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

14)Resolved that the Board of Education of the Bridgehampton UFSD hereby approves the 2023/2024 contract with American Protection Bureau – APB Security Guards, pending review by Counsel.

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

15)Resolved that the Board of Education of the Bridgehampton UFSD approves the contract for shared sports services for JV and Varsity lacrosse with the Southampton UFSD, East Hampton, Sag Harbor, Bridgehampton, Hampton Bays and the Ross School for the 2023/2024 school year and authorizes the Superintendent of Schools to execute the contract.

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

16)Resolved that the Board of Education of the Bridgehampton UFSD accepts the donation for the Music Department of the following items from former Bridgehampton student Graylyn Serafy at the approximate values indicated:

- Ludwig Accent CS Custom Elite Fusion 5-piece red drum set - Used \$600
- Cymbals-Zildjian-Planet Z and ZBT - Used \$200
- Assorted Hardware, sticks, brushes, stick bag - Used \$100

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

17)Resolved that the Board of Education of the Bridgehampton UFSD accepts the \$500 donation from HZ Masonry Construction Inc. for the Little Bee's Basketball program.

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

18) Resolved that the Board of Education of the Bridgehampton UFSD approves the amended resolution approving Defensive Driving School as follows:

Resolved that the Board of Education of the Bridgehampton UFSD approves the consultant services agreement with Defensive Driving School for the rental of the drivers' education vehicle at a rate of \$3,800 for the period of September 1, 2023 through January 31, 2024 and authorizes the Superintendent of Schools to execute the agreement on behalf of the District.

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

B. PERSONNEL

***CONSENT AGENDA, ITEMS B2-B8**

Motion: J. Comfort

Second: M. Verzosa

Vote: 5-0

- 1) Resolved** that the Board of Education of the Bridgehampton UFSD hereby appoints Leonor Penélope Boerum who maintains a Spanish 7-12 Professional Certification; Spanish Grades 1-6 Extension, Professional Ext/Anno; English to Speakers of Other Languages, Professional Certification to serve as a 1.0 FTE Spanish Teacher whose probationary term shall commence on December 18, 2023 and shall expire on December 17, 2026 provided that in order to be granted tenure, Leonor Penélope Boerum shall have received a composite or overall annual professional performance review ratings pursuant to Education Law §3012-c and/or §3012-d of either effective or highly effective in at least three of the four preceding years and if Leonor Penélope Boerum receives an ineffective composite or overall rating in the final year of the probationary period, she shall not be eligible for tenure at that time, at an annual salary of M50, Step 18 as per the BTA contract.

Motion: J. Comfort

Second: K. McClelland

Vote: 5-0

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

Motion: J. Comfort

Second: M. Verzosa

Vote: 5-0

- 3) Resolved** that the Board of Education of the Bridgehampton UFSD approves the following personnel as an overnight field trip chaperones for the 2023/2024 school year, to be paid as per the BTA contract:

Ryan Barker

David Elliott

Michael Byrne

Lou Liberatore

Danielle Doscher

Aleta Parker

Mallory Dougherty

Annette Rivera

Motion: J. Comfort

Second: M. Verzosa

Vote: 5-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the following personnel to cover the stipend position of Homework Club as needed for the 2023/2024 school year, to be paid at the approved stipend rate of \$62.83 per day:

Alexandra DeSouza
Elizabeth Martin-Kirwan

Motion: J. Comfort Second: M. Verzosa Vote: 5-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Michael DeRosa to cover the stipend position of Fitness Center Supervisor as needed for the 2023/2024 school year, to be paid at the non-instructional rate, as per the BTA contract.

Motion: J. Comfort Second: M. Verzosa Vote: 5-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Deidy Olivieri, Food Service Worker, to be paid out of title pay for working as a Lead Food Service Worker for the 2023/2024 school year, as per the CSEA contract.

Motion: J. Comfort Second: M. Verzosa Vote: 5-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Anita LaGrassa 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: M. Verzosa Vote: 5-0

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Nicole DeCatri-Zabala 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: M. Verzosa Vote: 5-0

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 Students #10322 and #10781 and authorizes the District to arrange for appropriate services.

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

D. BUILDING USE REQUESTS

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Carl Johnson and Nicole D Zabala for use of the gymnasium for Little Bees Basketball Clinic for PreK 4 – 2nd Grade on Saturdays, from 11:00am – 12:15pm on the following dates: Nov 18; Dec 2, 26, 2023; Jan 6, 20; Feb 2; Mar 2, 16; Apr 6; May 4, 18, 2024.

Motion: J. Comfort Second: M. Verzosa 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 7:33PM to Executive Session to discuss personnel matters with counsel.

Motion: J. Comfort

Second: M. Verzosa

Vote: 5-0

VIII. MOTION TO RETURN TO Public Session at 8:37PM.

Motion: J. Comfort

Second: M. Verzosa

Vote: 5-0

IX. MOTION TO ADJOURN at 8:37PM.

Motion: J. Comfort

Second: C. Lillie

Vote: 5-0

Respectfully submitted,



Tammy A. Cavanaugh
District Clerk