

Minutes
Bridgehampton School District
Workshop Meeting of the Board of Education
April 27, 2011
Middle School at 7:00 PM

Date: April 27, 2011

Meeting Type: Board of Education Regular Meeting

Present: Nicki Hemby, Lillian Tyree-Johnson, Elizabeth Whelan Kotz
Doug DeGroot, Ronald White (arrived at 7:15 PM), JoAnn Comfort, Lawrence
LaPointe Dr. Lois Favre, Superintendent, John L. Pryor, Principal, Robert Hauser,
Business Official

I. **ROUTINE MATTERS:**

- A) Call to Order by the President upon her having ascertained the presence of a Quorum and Roll Call
- B) **Resolved** that the Board of Education of the Bridgehampton UFSD appoint Dr. Lois Favre as District Clerk for this meeting
Motion: Tyree-Johnson Seconded: Kotz Vote: 6-0
- C) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Revised Proposed BOE Agenda, dated April 27, 2011.
Motion: Tyree-Johnson Seconded: Kotz Vote: 6-0
- D) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the BOE Meeting dated April 13, 2011.
Motion: Tyree-Johnson Seconded: Kotz Vote: 6-0
- E) Invitation to visitors to address the Board of Education on agenda items
- F) Communications
- G) Board of Education Items
- H) Consideration of additional items for the Agenda

II. **ANNOUNCEMENTS**

- A) Kindergarten Screening, April 28, 2011
- B) Spring into Health and Wellness Fair, April 30, 2011 10AM to 1PM All Welcome
- C) Voter Registration, May 3, 2011 (accepted through the 6th) 2PM-6PM
- D) NYS ELA Testing Grades 3-8, May 4-6, 2011
- E) May 2-6, 2011 Teacher Appreciation Week
- F) Budget Hearing May 10, 6:00 PM, BOE Business Meeting 7:00 PM
- G) NYS Math Exam Grades 3-8, May 11-13, 2011
- H) Spring Concert May 12, 2011 (Grades 3-12)
- I) NYSESLAT Exams (May 16-20, 2011)
- J) Budget Vote & Election, May 17, 2011 (2:00 – 8:00 PM)
- K) Achievement Day, Thursday, May 19, 2011
- L) Spring Concert, May 19, 2011 (Grades PK-2)

III. REPORTS

A) Superintendent's Report

(1) Schedule Spring Board Training- Dr. Favre addressed the Board about scheduling a Board Training to set goals for next year.

B) Business Administrator Report

(1) Window Replacement Project Financing – Interest Rate

Mr. Hauser provided options for the payback of the monies for the window project over five years or ten years. He will present the information at a future meeting, but wanted to know the Board's opinion on the schedule – the Board opting for a shorter payback time, at a greater savings.

Ronnie White entered at 7:15 PM

IV. OLD BUSINESS:

- 1 **Resolved** that the Board of Education of the Bridgehampton UFSD approves the change in date of the Senior Car Wash from April 16, 2011 to May 1, 2011.

Motion: Tyree-Johnson Seconded: White Vote: 7-0

V. NEW BUSINESS:

- 1 **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Annual Budget Vote and Election of the Bridgehampton UFSD to be held on Tuesday, May 17, 2010 between the hours of 2:00 PM to 8PM in the gymnasium of the Bridgehampton School, 2685 Montauk Highway, Bridgehampton, New York.

Motion: Kotz Seconded: Tyree Vote: 7-0

- 2 **Resolved** that the Board of Education provides for the appointment of Permanent Chairperson, Inspectors, and Clerks of Election for the voter Annual Budget Election Meeting on May 17, 2011.

Section 1: The following named qualified voter of said School District is hereby appointed Permanent Chairperson: *Jeannine Stallings*

Section 2: The following named qualified voters of said School District are hereby appointed to act as inspector of said vote: *Johnelle Bailey; Leanne Hostetter*

Section 3: The following named qualified voters of said School District are hereby appointed as Chief Election Inspector: *Melanie LaPointe*

Section 4: The following names qualified voter of said School District are hereby appointed as Assistant Clerks: *Robin Clark, Sharvon Cook, Karen Hochstedler; Tameka Pinckney; Gloria Harris*

Section 5: The Board of Registration, Chief Election Inspector, Inspectors of the Election, and Assistant Clerks shall be entitled to be compensated at a rate of \$15.00 per hour. The Clerk of the Bridgehampton UFSD is hereby authorized and directed to post in the school the names of persons herein respectfully appointed as the Board of Registration: Permanent Chairperson, Inspectors, Chief Inspector of Election, and Assistant Clerks for the vote.

Section 6: This resolution shall take effect immediately.

Motion: Kotz Seconded: Tyree-Johnson Vote: 7-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Ben Chaleff, to serve as Architectural Inspector for the duration of the Window Replacement Project at a fee not to exceed \$6,000 and authorizes the Superintendent to sign the Letter of Engagement.

Motion: Kotz Seconded: Tyree-Johnson Vote: 7-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD approves change order #2 for the window project, as described in the attached letter from the architect dated April 27, 2011, to add lintels to the boiler room and shop where the louvers are located, at a cost within the project of \$3715 and authorizes the Superintendent to sign the change order as proposed.

Motion: Kotz Seconded: Tyree-Johnson Vote: 7-0

VI. INVITATION TO VISITORS TO ADDRESS THE BOARD OF EDUCATION ON TOPICS DISCUSSED ABOVE.

VII. SUPERINTENDENT'S RECOMMENDATIONS:**A) Finance Matters**

1) Resolved that the Board of Education of the Bridgehampton UFSD accepts warrant #26 Fund A with 50 claims in the amount of \$178,395.33; warrant #15 Fund F with 2 claims in the amount of \$1,050.00, and warrant #20 Fund T with 12 claims in the amount of \$78,226.88.

Motion: Kotz Seconded: Tyree-Johnson Vote: 7-0

2) Resolved that the Board of Education of the Bridgehampton UFSD approves the following budget transfers:

<u>From Acct.</u>	<u>Amount</u>	<u>To Acct.</u>	<u>Amount</u>	<u>Purpose</u>
C2860.409	\$19,183.96	C2860.402	\$19,183.96	Food Service Vendor

Motion: Kotz Seconded: Tyree-Johnson Vote: 7-0

B) Personnel**1) Assignments**

a) Resolved that the Board of Education of the Bridgehampton UFSD approves Jeannine Stallings, at her current hourly rate, as substitute District Clerk until such time that the district can fill the position.

Motion: White Seconded: Tyree-Johnson Vote: 7-0

b) Resolved that the Board of Education of the Bridgehampton UFSD approves Laura Spillane as a substitute secretary for the Guidance office until such time that the District can fill the position.

Motion: White Seconded: Tyree-Johnson Vote: 7-0

C) Other

1) Resolved that the Board of Education of the Bridgehampton UFSD approves The Eastern Suffolk BOCES Administrative Budget for the 2011-2012 School Year.

Motion: Kotz Seconded: Tyree-Johnson Vote: 6-1

2) **Resolved** that the Board of Education of the Bridgehampton UFSD cast the following votes for five representatives to the BOCES Board for the 2011-2012 School Year

- (a) **William Miller**
- (b) **Anne Mackesey**
- (c) **Stephen Gesner**
- (d) **Katherine Heinlein**

And authorizes the District Clerk to report those results to ES BOCES.

Motion: Kotz Seconded: Tyree-Johnson Vote: 7-0

VIII. Adjourn: Executive Session

For purposes of discussing the personnel history of a particular employee.

Motion: Tyree-Johnson Seconded: White Vote: 7-0

Meeting concluded at 8:15

CHALEFF & ROGERS ARCHITECTS, P.C.

April 27, 2011

Dr. Lois Favre, Superintendent
Bridgehampton School
2685 Montauk Highway
Bridgehampton, NY, 11976

Re: Proposed change order #2 for window project, Architectural inspection.

Dear Dr. Favre,

We include two items which you may wish to address at tonight's Board Meeting.

Change Order #2

We suggest that the school should add two more openings to the list of those for which the lintels are being replaced. There is one opening in the boiler room and one in the shop area that have louvers rather than windows. The replacement of the lintels over these openings was not included in the initial bid, or the previously approved change order.

The cost to add this will be \$3,715. If the board approves this, we will prepare a change order.

Architectural Inspection

We have suggested in the past that the school consider hiring a Clerk of the Works to document the work as it is being performed. As our level of confidence in Arrow Steel Window Corp. has increased, we are less concerned for the need for such a position. However, it would be good to have a photographic record accompanied by notes of the conditions in each individual window opening. If we had had such documents to work from we the school could have saved approximately \$5,000 in exploration costs before the current project was detailed.

Our existing fee arrangement with the school includes site inspections and normal services during construction. However, we did not include extensive photo documentation. We suggest that the Board should retain us at the rate of \$100 per hour to provide this additional documentation service. Further, we propose that the cost for this service will not exceed \$6,000.

Thank you for your consideration.

Respectfully,



Paul F. Rogers, AIA, LEED AP

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