

**Bridgehampton School District
Board of Education Business Meeting
Wednesday, January 24, 2018
Middle School – 4:00 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 4:03PM, followed by the Pledge.

Present: Ronald White, President; Trustees: Jennifer Vinski, Kathleen McClelland, Michael Gomberg and Mark Verzosa; Dr. Lois R. Favre, Superintendent; Robert Hauser, Assistant Superintendent of Finance and Facilities; Tammy A. Cavanaugh, District Clerk

Counsel: Michael Vigliotta

II. MOTION TO ADJOURN at 4:04PM to Executive Session to discuss personnel matters with counsel.

Motion: J. Vinski

Second: K. McClelland

Vote: 5-0

*4:07PM – Lillian Tyree-Johnson arrived.

III. MOTION TO RETURN at 5:01PM to Regular Session.

Motion: L. Tyree- Johnson

Second: M. Verzosa

Vote: 6-0

Guests: Aleta Parker, Director of Curriculum & Assessment; Michael Miller, Assistant Principal; Michael DeRosa, Athletic Director;

Press: Christine Sampson, *The Sag Harbor Express*

B) Resolved that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated January 24, 2018.

Motion: L. Tyree-Johnson

Second: M. Verzosa

Vote: 6-0

C) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the January 9, 2018 Special Meeting of the Board of Education.

Motion: L. Tyree-Johnson

Second: M. Verzosa

Vote: 6-0

D) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the December 20, 2017 Meeting of the Board of Education.

Motion: L. Tyree-Johnson

Second: K. McClelland

Vote: 6-0

E) Invitation to the Public: The public at this time is cordially invited to bring before the Board any comments, questions or concerns.

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

G) Communications

H) Board of Education Discussion Items

- 1) Athletic Expectations & Combinations for the 2018-2019 School Year

*5:16PM – Ronald White left the meeting

- 2) Judiann Carmack-Fayyaz – Design Class – Student Displays
- 3) Budget Advisory Committee (Jan 10)
- 4) District Wellness Committee (Jan 11)
- 5) Policy Review Committee (Jan 11)

I) Consideration of additional items for the Agenda

IV. ANNOUNCEMENTS

- | | |
|-------------------|---|
| 1. January 26 | End of Second Quarter |
| 2. January 27 | HMEA HS Musicfest Rehearsal – Eastport South Manor |
| 3. January 30 | Field Trip to Suffolk County Dept. of Health |
| 4. February 19 | Presidents' Day – District Closed |
| 5. February 20-23 | No Classes; District Offices open |
| 6. February 27 | Field Trip – Westhampton Beach Performing Arts Center |
| 7. February 28 | Board of Education Meeting 7PM |

V. REPORTS

A) Superintendent's Report

- Meetings with the Admin Team are now on an as needed basis – as they are transitioning into their new roles.
- I attended the SH town Task force opioid youth forum which was well attended by area youth, and great information was secured by the task force – our next meeting to discuss the youth input is next week.
- Attended the superintendent conference day with Jim Wright – he will be returning on February 7th – great information presented, and good discussion has begun regarding next steps for Bridgehampton – in further strengthening our supports for students – particularly at the secondary level
- Attended the Brain Freeze party for students who did the work over the break – I was impressed at the number of students who followed through – the celebration arranged by our AIS team was terrific!
- Continued work on the Middle states Process – we held a meeting of our Internal Coordinators who will move the next round forward – beginning with the circulation of surveys to students, parents and staff in February – it is with that data that we determine the next goal areas.

B) School Business Administrator Report

- Update on New Administration Transition Meetings.
 - Staff has been updated on transition.

- Special thank you to Dr. Favre.
- Summer Programs (ESY and three regular camps: Robotics, Farm/Culinary, and Drama) as well as afternoon enrichment are expected to operate this summer.
- New Construction
 - Architect has advised SED Office of Facilities Planning is currently reviewing school projects submitted in May of 2017. Our plans were submitted in June 2017.
 - SED Office of Facilities Planning RFP for Capital Projects available Feb. 1
 - Tentative discussion on Ground Breaking Ceremony

C) Assistant Principal Report

- Bridgehampton School Foundation Meeting with a round table discussion with current and former students.
- December 22nd- Latin Pride Day- Udave Family and friends performed for the K-5th grade students.
- Holiday Luncheon-Honor Roll, High Honor Roll, Perfect Attendance for students and staff.
- Professional Development- All untenured teachers will spend the day observing different teachers and disciplines throughout the district. Once completed, the untenured teacher will be observed by one of the teachers they observed. A discussion will take place after.
- Policy Review with counsel- The goal is to review and update all polices to send to the committee in order to ensure all policies are placed online on the district website.
- Wellness Meeting Update
- Winter Brain Freeze Challenge- Pizza Party and Certificates for the participants.
- Conference Day- Jim Wright/RTI
- Suffolk Zone Dinner- Congratulations Steve Meyers on winning the middle school physical education teacher of year award.
- I-Tri Student Meeting- Parent Meeting Tonight was cancelled
- 20 Minute Extended Recess
- Cross Walk
- Student Schedules- Elementary vs. Secondary
- Discussion of a Fish Tank in the front lobby.

D) Director of Curriculum & Assessment

- Regents - are underway and almost complete. 11 students participating
- AIMSweb/Fountas and Pinell benchmarking will be complete this week, so we anticipate beginning our data meetings with individual classroom teachers next week
- NYSITELL workshop-Attended w/Rosanna Maione to learn of the new processing for these exams. We are now required to score two portions here in district and then scan over to ESBOCES who will send final grades through ASAP.
- Michelle Whitman PD (Jan. 3rd)-Met with all teachers in grades K-5 as a 'check-in' of the overall implementation of the reading and writing units of study. Based on teacher participation and student writing samples, there is evidence that students are mastering the components of the framework.

Michelle will return in February and will meet with both Mike and I to review the overall components of the reading/writing/progressions, so we'll know what to look for during both informal/formal observations

- She will also work w/grades K,2,3 – focus on F&P's phonics lessons
1,4,5 – individual classroom coaching
- Bingo night – well attend...fun had by all
- February's parent night – (Wellness/Mindfulness)
local author, Billy Baldwin, will share his book, "Wipeout the Wave' based on his struggles as a child with dyslexia. Followed by yoga or relaxation breathing (both participants are volunteering their time)

NEW BUSINESS

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Surplus List submitted by David Elliott on January 10, 2018.

Motion: J. Vinski

Second: M. Gomberg

Vote: 5-0

*Consent Agenda, Items 2-3.

Motion: J. Vinski

Second: M. Gomberg

Vote: 5-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the first reading of the following policies and regulations: #1230 Public Participation at Board Meetings; #1530 Smoking & Other Tobacco Use on School Premises; #4526.1 & #4526.1-R Internet Safety; #5460 & # 5460-R Child Abuse, Maltreatment or Neglect in a Domestic Setting; #8505 Charging School Meals; #2160 School District Officer & Employee Code of Ethics; #2330 Executive Sessions; #9700 Staff Development; #6240 & #6240-R Investments; #4321.12 & #4321.12-R Use of Time Out Rooms, Physical Restraints and Aversives; #4430 Student Schedules & Course Loads; #4770-R Proposed Requirements for Valedictorian & Salutatorian Designations.

Motion: J. Vinski

Second: M. Gomberg

Vote: 5-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the New York State Department of Agricultural and Market Grant from Cornell University in the amount of \$8,000 for the Bridgehampton agricultural program.

Motion: J. Vinski

Second: M. Gomberg

Vote: 5-0

VI. SUPERINTENDENT'S RECOMMENDATIONS

A) FINANCIAL MATTERS

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Out East Therapy of New York for OT, PT, SLP, RN and Psychology Services PLLC to provide substitute nursing coverage for the 2017-2018 school year and authorizes the Superintendent to sign the contract.

Motion: J. Vinski

Second: K. McClelland

Vote: 5-0

***Consent Agenda, Items A2-A13**

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

- 2) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #19 Fund A with 1 Claim in the amount of \$3,284.61.

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

- 3) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #13 Fund T with 19 Claims in the amount of \$10,361.67.

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

- 4) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #14 Fund T with 1 Claim in the amount of \$248.73.

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

- 5) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #20 Fund A with 63 Claims in the amount of \$205,198.29.

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

- 6) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #10 Fund C with 9 Claims in the amount of \$3,652.28.

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

- 7) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #11 Fund F with 3 Claims in the amount of \$1,974.75.

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

- 8) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #19 Fund H with 1 Claim in the amount of \$3,710.25.

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

- 9) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #15 Fund T with 15 Claims in the amount of \$107,411.64.

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

- 10) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for December 31, 2017.

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

11) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period 07/01/17 – 12/31/17.

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

12) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Status Report for the period 07/01/17 – 12/31/17.

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

13) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Treasurer's Report for the month ending 12/31/17.

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

B) PERSONNEL

1) **BE IT RESOLVED** that the Board of Education of the Bridgehampton UFSD hereby accepts Mr. Robert Hauser's letter of resignation from the Assistant Superintendent for Finance and Facilities position, effective the close of business on February 23, 2018.

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

2) **BE IT RESOLVED** that the Board of Education of the Bridgehampton UFSD hereby appoints Mr. Robert Hauser as Superintendent of Schools for the period of February 24, 2018 through June 30, 2021 in accordance with the terms and conditions set forth in the agreement dated January 24, 2018, and authorizes the Board President to sign the agreement.

Motion: J. Vinski Second: M. Gomberg Vote: 5-0

3) **BE IT RESOLVED** that the Board of Education of the Bridgehampton UFSD hereby appoints Ms. Aleta Parker to the position of Assistant Superintendent for Curriculum, which position shall continue to be in the Director of Curriculum and Assessment tenure area, whose term shall commence on February 24, 2018 in accordance with the terms and conditions set forth the agreement dated January 24, 2018, and authorizes the Board President to sign the agreement.

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

4) **BE IT RESOLVED** that the Board of Education of the Bridgehampton UFSD hereby accepts Ms. Melisa Stiles' letter of resignation from the District Treasurer position, effective the close of business on February 23, 2018.

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

5) **BE IT RESOLVED** that the Board of Education of the Bridgehampton UFSD hereby appoints Ms. Melisa Stiles, who maintains a Professional Certificate as School District Business Leader, to serve as School Business Administrator in the School Business Administrator tenure area, whose probation term shall commence on February 24, 2018 and expire on February 23, 2022, in accordance with the terms and conditions set forth the agreement dated January 24, 2018, and authorizes the Board President to sign the agreement.

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

- 6) **BE IT RESOLVED** that the Board of Education of the Bridgehampton UFSD hereby accepts Mr. Michael Miller's letter of resignation from the Assistant Principal position, effective the close of business on February 23, 2018.

Motion: J. Vinski

Second: K. McClelland

Vote: 5-0

- 7) **BE IT RESOLVED** that the Board of Education of the Bridgehampton UFSD appoints Michael Miller, who maintains a Professional Certificate as School District Leader, Initial Certificate of School Building Leader, Professional Certificate in Physical Education and Professional Certificate in Health Education to serve as a 0.8 FTE Principal and 0.2 FTE Director of Physical Education, which such Principal service shall be in the Principal Tenure Area whose probation term shall commence on February 24, 2018 and expire on February 23, 2022, provided that in order to be granted tenure, Mr. Miller shall have received 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 Mr. Miller receives an ineffective composite or overall rating in the final year of the probationary period he shall not be eligible for tenure at that time, in accordance with the terms and conditions of agreement dated August 2, 2017.

Motion: J. Vinski

Second: K. McClelland

Vote: 5-0

- 8) **BE IT RESOLVED** that the Board of Education of the Bridgehampton UFSD hereby appoints Simone Sooklall as District Treasurer of the Bridgehampton Union Free School District for the remainder of the 2017-2018 school year, effective February 24, 2018 and authorizes the Board President to execute the contract, subject to review by counsel.

Motion: J. Vinski

Second: K. McClelland

Vote: 5-0

- 9) **FURTHER RESOLVED**, that Simone Sooklall be authorized to sign all business operation checks for the Bridgehampton Union Free School District for the 2017-2018 fiscal year with two signatures required for checks over \$2500, one of which must be the Treasurer and the other a BOE member, as indicated.

Motion: J. Vinski

Second: M. Gomberg

Vote: 5-0

- 10) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Ken Giosi, Joseph Pluta and Jenna Pluta to provide home instruction at the BTA home tutoring rate for the 2017-2018 school year.

Motion: J. Vinski

Second: K. McClelland

Vote: 5-0

- 11) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the resignation of Allison Mentuck as a Teacher Aide, effective end of day on Wednesday, January 31, 2018.

Motion: J. Vinski

Second: K. McClelland

Vote: 5-0

12) Resolved that the Board of Education of the Bridgehampton UFSD appoints Allison Mentuck who maintains a Teaching Assistant Level 1 certification to serve as a teaching assistant in the teaching assistant tenure area, whose probationary term shall commence on February 1, 2018 and expire on January 31, 2022, at an annual salary of \$29,335.00 per the BTA contract, prorated to the start date of February 1, 2018.

Motion: J. Vinski

Second: M. Gomberg

Vote: 5-0

13) Resolved that the Board of Education of the Bridgehampton UFSD approves Sabrina Manglaviti as a Substitute Teacher Aide for the 2017-2018 school year at the daily rate of \$100.

Motion: J. Vinski

Second: K. McClelland

Vote: 5-0

14) Resolved that the Board of Education of the Bridgehampton UFSD approves Angela Peralta Flores as a Substitute Custodian for the 2017-2018 school year at the hourly rate of \$16.00, pending fingerprint clearance.

Motion: J. Vinski

Second: K. McClelland

Vote: 5-0

C) COMMITTEE ON SPECIAL EDUCATION

1) Resolved that the Board of Education of the Bridgehampton UFSD approves the recommendation of the Committee for Special Education for Students #978, #10281 and #10495 and authorizes the Superintendent to arrange for appropriate services.

Motion: J. Vinski

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 the Bridgehampton PTO to use the Gymnasium on Friday, January 19, 2017 from 6pm – 8:30pm for an Elementary Movie.

Motion: J. Vinski

Second: K. McClelland

Vote: 5-0

2) Resolved that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Stephen Hudson of Grooveholic Music to utilize six classrooms from July 16 through July 20, 2018, 9AM – 3PM for Rock Camp/Dance Intensive Camp.

Motion: J. Vinski

Second: K. McClelland

Vote: 5-0

3) Resolved that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from East End Hospice to use the parking lot as a drop off/pick up location for those children and volunteers going to Camp Good Grief in Center Moriches from July 30 – August 3, 2018 between the hours of 7:30-8:00AM and again at 4:00PM.

Motion: J. Vinski

Second: K. McClelland

Vote: 5-0

VII. Invitation to the Public: The public at this time is cordially invited to bring before the Board any comments, questions or concerns.

VIII. MOTION TO ADJOURN at 6:47PM.

Motion: J. Vinski

Second: M. Verzosa

Vote: 5-0

Respectfully submitted,

A handwritten signature in black ink, reading "Tammy A. Cavanaugh". The signature is written in a cursive style with a large, looping initial 'T'.

Tammy A. Cavanaugh
District Clerk