

**Bridgehampton School District  
Board of Education Business Meeting  
Wednesday, July 25, 2018  
Café – 6PM  
MINUTES**

**I. ROUTINE MATTERS**

**A)** Upon having ascertained the presence of a Quorum and Roll Call, the Vice President called the meeting to order at 6:07PM, followed by the Pledge.

**Present:** Lillian Tyree-Johnson, Vice President; Trustees: Doug DeGroot, Jennifer Vinski, Kathleen McClelland, Michael Gomberg and Mark Verzosa; Robert Hauser, Superintendent; Michael Miller, Principal; Melisa Stiles, School Business Administrator; Tammy A. Cavanaugh, District Clerk.

**Excused:** Ronald White, President; Aleta Parker, Assistant Superintendent of Curriculum & Assessment

**Counsel:** Michael Vigliotta

**B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated July 25, 2018

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

**C) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the July 12, 2018 Special Meeting of the Board of Education.

Motion: K. McClelland                      Second: M. Gomberg                      Vote: 6-0

**D) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the July 11, 2018 Business Meeting of the Board of Education.

Motion: K. McClelland                      Second: M. Gomberg                      Vote: 6-0

**E) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the July 11, 2018 Reorganization Meeting of the Board of Education.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

**F) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the June 27, 2018 Meeting of the Board of Education.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

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

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

- I) Communications
- J) Board of Education Discussion Items
- K) Consideration of additional items for the Agenda

## II. ANNOUNCEMENTS

- |                    |  |
|--------------------|--|
| (a) July 2-Aug 10  | Extended School Year Program 8:30am – 11:30am    |
| (b) July 9-Aug 3   | Summer Camp at the Hive - Mon-Thurs; 8:30-2:00pm |
| (c) July 23-27     | Hamptons Chess Club, Mon-Fri - 8:30-3:30         |
| (d) August 29 & 30 | Superintendent Conference Days                   |
| (e) August 29      | Board of Education Meeting – Café - 6PM          |

## III. REPORTS

### A) Superintendent Report

- Jamie Fairchild was selected by New York Youth Institute as one of 6 to attend the World Food Prize event in Iowa this October! It's a huge honor. See below:

*Dear Students,*

*Congratulations on your efforts to address an important humanitarian issue, hunger. Students uncovered solutions to fight hunger in developing countries. Students who participated in the past week's New York Youth Institute will be eligible for a Wallace Carver summer paid internship during their college years (pending funds available).*

- Update on new Suffolk County E Panic Button
- September 13 Vote date and paper ballot option

#### Facilities

- New Office "Swing" Trailer
- LED light replacement project
- Painting of all classrooms, hallways, and offices...yellow "Bee" stripe 1st and 2nd floors
- Forum Thursday, September 6 at 6pm

### B) Principal Report

- LED lights are in all of the room and hallways.
- All rooms and hallways have been painted- updated the border around the school
- New lockers have been installed Upstairs 3-5 wing will have 60 new lockers.
- Master schedule is completed with duty assignments.
- Fish tank has arrived.
- Bell Schedule Discussion
- Goals for 2018-2019 School Year

### C) School Business Administrator Report

- We were approved for the Community Eligibility provision program. We are in the process of following the timeline for August Child Nutrition has posted on their website. The timeline consists of publicizing the CEP in a local newspaper, sending a flyer home to parents or guardians and posting literature about the program on the District's website. I am going to do a presentation on CEP on one of the Superintendent Conference Days to notify faculty and staff we were approved for the program and what it is.
- The Assessment Verification Roll was filed online through the State Comptroller's office. That was to approve the tax assessment amount for the year 2016-17.
- I participated in a webinar by Questar on 7/18/19 about filing the upcoming State Aid reports for the claim year 2017-18. I will begin working on them next week.
- Our accountants are here this week working on closing the books. Our auditors will be here the week of August 6<sup>th</sup>.

## IV. SUPERINTENDENT'S RECOMMENDATIONS

### A) FINANCIAL MATTERS

#### \*CONSENT AGENDA, ITEMS A1-19

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Special Education Services Agreement with the Tuckahoe Common School District for the 2018-2019 School Year and authorizes the Board President to sign the contract.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Amendment to Special Education Services contract with Springs UFSD for the 2017-2018 school year and authorizes the Board president to sign the contract.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the agreement with Newsela for the 2018-2019 school year and authorizes the Superintendent to sign the contract.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the agreement with Nancy Karlebach for homebound instruction for students as needed for the 2018-2019 school year, pending review by Counsel.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the registration of the following non-resident students and authorizes the Superintendent to advise families of acceptance and set up billing as per Board Policy.

Student	Grade	Fee
10527	11 <sup>th</sup>	\$8,000
10073	7 <sup>th</sup>	\$69,000

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #1 Fund A with 51 Claims in the amount of \$187,724.34.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund A with 1 Claim in the amount of \$2,957.07.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #1 Fund F with 2 Claims in the amount of \$1,270.00.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

- 9) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #1 Fund C with 2 Claims in the amount of \$1,233.23.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

- 10) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund H with 1 Claim in the amount of \$10,852.80.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

- 11) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #1 Fund H with 3 Claims in the amount of \$468.00

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

- 12) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #1 Fund T with 8 Claims in the amount of \$25,549.08.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

- 13) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund A with 51 Claims in the amount of \$328,281.03.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

- 14) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #2

Fund F with 1 Claim in the amount of \$436.33.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

**15) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund T with 11 Claims in the amount of \$24,989.11.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

**16) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for June 30, 2018.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

**17) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period of 07/01/17-06/30/18.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

**18) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Status Report for the period of 07/01/17 – 06/30/18.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

**19) Resolved** that the Board of Education of the Bridgehampton UFSD approves the 2018-2019 Transportation Contract with Sag Harbor UFSD with a 2.2% SED approved CPI and authorizes the Board President and Superintendent to execute the Contract.

Our Lady of the Hamptons                      \$22,018.71

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

## **B) PERSONNEL**

**1) Resolved** that the Board of Education of the Bridgehampton UFSD approves Dan Pacella and Beatrice Gholson for 50 additional hours each before September 5, 2018 to prepare the Café for the 2018/2019 school year at their respective hourly rates.

Motion: K. McClelland                      Second: M. Gomberg                      Vote: 6-0

**2) Resolved** that the Board of Education of the Bridgehampton UFSD approves the rollover of vacation days for Robert Hauser and Aleta Parker from the 2017-2018 school year to be used prior to June 30, 2019 as delineated in the attached memo to the Board.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

**3) Resolved** that the Board of Education of the Bridgehampton UFSD approves the appointment of Jessica Fitzgerald as a Teacher Aide, effective September 5, 2018, at an annual salary of \$26,000.00.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the appointment of Gabriela Palomo as a Teacher Aide, effective September 5, 2018, at an annual salary of \$26,000.00.

Motion: K. McClelland

Second: J. Vinski

Vote: 6-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints Jennifer Suarez, who maintains a Visual Arts certificate, to serve as a .4 Art teacher and a .6 Teaching Assistant; whose Art teacher service shall be in the Art tenure area with probationary term that shall commence on August 29, 2018 and expire on August 28, 2022, and whose teaching assistant service shall continue in the probationary position which commenced September 1, 2015. In order to be granted tenure in a classroom teacher position, Ms. Suarez 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 Ms. Suarez 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. Annual salary shall be prorated for each position with the base salaries being \$32,885 for the Teacher Assistant position and \$57,385 for the Art Teacher at BA 30, Step 1, per the BTA contract.

Motion: K. McClelland

Second: J. Vinski

Vote: 6-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints Olivia Kotz as a 1-1 Teacher Aide for the Summer 2018 Extended School Year program from July 16, 2018 through end of day on August 3, 2018, at her individual hourly rate.

Motion: K. McClelland

Second: J. Vinski

Vote: 6-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the resignation of Christine Harrison as Attendance Officer and Registrar, effective end of day on Friday, August 31, 2018.

Motion: K. McClelland

Second: J. Vinski

Vote: 6-0

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD hereby appoints Barbara Palermo to serve as the Registrar, effective September 1, 2018 at a stipend of \$7,000, prorated to the start date, being set forth in the CSEA collective bargaining agreement.

Motion: K. McClelland

Second: J. Vinski

Vote: 6-0

- 9) **Resolved** that the Board of Education of the Bridgehampton UFSD hereby appoints Milena White to perform additional attendance office duties for the 2018-2019 school year at a stipend of \$725 as set forth in the CSEA collective bargaining agreement.

Motion: K. McClelland

Second: J. Vinski

Vote: 6-0

- 10) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the resignation of Christine Harrison as Clerk Typist, Principal Secretary, effective end of day on Tuesday, September 4, 2018.

Motion: K. McClelland

Second: J. Vinski

Vote: 6-0

**11) Resolved** that the Board of Education of the Bridgehampton UFSD appoints Christine Harrison as a Teacher Aide, effective September 5, 2018 at annual salary of \$26,000.00.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

**12) Resolved** that the Board of Education of the Bridgehampton UFSD approves student worker, Autumn Street from Wednesday, June 16 through Monday, September 3, 2018 at \$11 per hour, not to exceed 17.5 hours per week.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

**13) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Memorandum of Agreement with the Civil Service Employees Association concerning the Assistant Registrar Stipend and authorizes the Superintendent to sign the agreement.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

**C) COMMITTEE ON SPECIAL EDUCATION**

**1) Resolved** that the Board of Education of the Bridgehampton UFSD approves the recommendation of the 504 Committee for Students #10386, #662, #661, #10491, #10343, #10116, #976, #726, #00000 and authorizes the Superintendent to arrange for appropriate services.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

**D) BUILDING USE REQUEST**

**1) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Michael Miller for use of the Gym and Café for a basketball camp and movie on Friday, August 10, 2018 from 4pm until 9pm.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

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

**VI. MOTION TO ADJOURN at 6:48PM** to Executive Session to discuss personnel matters with counsel.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

**VII. MOTION TO RETURN TO REGULAR MEETING** at 8:34PM.

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

**VIII. MOTION TO ADJOURN AT 8:35PM.**

Motion: K. McClelland                      Second: J. Vinski                      Vote: 6-0

Respectfully submitted,



Tammy A. Cavanaugh  
District Clerk