

**Bridgehampton School District
Board of Education Business Meeting
Wednesday, May 20, 2020
6PM – Virtual Meeting via: Google Hangout
DRAFT MINUTES**

I. ROUTINE MATTERS

- A)** Upon having ascertained the presence of a Quorum and Roll Call, the President called the meeting to order at 6:04PM, followed by the Pledge.

Present: Ronald White, President; Lillian Tyree-Johnson, Vice President; Trustees: Kathleen McClelland, Mark Verzosa, Carla Lillie; Robert Hauser, Superintendent; Michael Miller, Principal; Michael Cox, Assistant Principal; Dr. Angela Austin, Director of PPS & ENL; Melisa Stiles, School Business Administrator; Sean Sharp, Director of Technology; Tammy A Cavanaugh, District Clerk

Excused: Doug DeGroot, Trustee

Counsel: Michael Vigliotta, Esq.

Staff: Jenna Pluta, Elizabeth Martin-Kirwan, Jessica Rodgers, Julie Waller

Guests: John M. Grillo, JAG Architects; Sal Barbera, AT Equipment; Christopher Patrick, Creative

- B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated May 20, 2020.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- C) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the May 14, 2020 Special Meeting of the Board.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

- D) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the May 5, 2020 Special Meeting of the Board.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 5-0

- E) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the April 22, 2020 Meeting of the Board.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 5-0

***6:08PM Jennifer Vinski arrived.**

II. SPECIAL PERSONNEL

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD grants tenure to Jenna Pluta as a Consumer Science (General) Teacher, effective August 31, 2020; and

Be it Further Resolved that this award of tenure is contingent upon Ms. Pluta not receiving an "ineffective" Annual Professional Performance Review score for the 2019-20 school year and, if Ms. Pluta receives an ineffective rating after all appeals have been exhausted, the grant of tenure shall be void and unenforceable and Ms. Pluta's probationary period may be extended in accordance with Education Law Sec. 3012; and

Be if Further Resolved that in the event the Governor, the NYS State Legislature, Board of Regents or the State Education Department issues an order which renders this award of tenure improper, insufficient, or otherwise prohibited by law, the grant of tenure shall be void and unenforceable and Ms. Pluta's probationary period may be extended by way of a *Juul* Agreement pursuant to such terms as may be deemed appropriate by the District.

Motion: L. Tyree-Johnson

Second: J. Vinski

Vote: 6-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD grants tenure to Elizabeth Martin-Kirwan as an Elementary Teacher, effective August 31, 2020; and

Be it Further Resolved that this award of tenure is contingent upon Ms. Martin-Kirwan not receiving an "ineffective" Annual Professional Performance Review score for the 2019-20 school year and, if Ms. Martin-Kirwan receives an ineffective rating after all appeals have been exhausted, the grant of tenure shall be void and unenforceable and Ms. Martin-Kirwan's probationary period may be extended in accordance with Education Law Sec. 3012; and

Be if Further Resolved that in the event the Governor, the NYS State Legislature, Board of Regents or the State Education Department issues an order which renders this award of tenure improper, insufficient, or otherwise prohibited by law, the grant of tenure shall be void and unenforceable and Ms. Martin-Kirwan's probationary period may be extended by way of a *Juul* Agreement pursuant to such terms as may be deemed appropriate by the District.

Motion: L. Tyree-Johnson

Second: J. Vinski

Vote: 6-0

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 (will be mailed to Board members)

H) Board of Education Discussion Items

- 1) John Grillo/JAG Architect – Parking Lot Update, Charging Stations; Project update
- 2) Christopher Patrick – Logo/Mascot Update
- 3) Sal Barbera – AT Equipment – New Gymnasium Divider & Wall Padding Update on gymnasium lockers
- 4) Michael Miller/Michael Cox/Angela Austin & Staff – Data Presentation
- 5) Safety Committee Meeting (4/27)
- 6) Facilities & Grounds Committee Meetings (4/27 & 5/11)
- 7) Audit Committee Meeting (5/6)
- 8) Wellness Committee Meeting (5/7)
- 9) Policy Review Committee Meeting (5/13)
- 10) Strategic Planning Committee (5/14)
- 11) Curriculum Committee (5/18)

I) Consideration of additional items for the Agenda

III. ANNOUNCEMENTS

- | | |
|-------------|---|
| (a) May 20 | Anticipated Adoption of the 2020/2021 Budget proposal |
| (b) May 21 | Legal Notice Publication 2 of 2 (1 st was published May 7, 2020) |
| (c) May 22 | Budget will be available on the website under BOE, Budget Info |
| (d) May 27 | Budget Hearing, 6PM via livestream Google Meet |
| (e) May 29 | Last day to mail out absentee ballots to registered & qualified voters |
| (f) June 3 | Budget Newsletter/6-day Notice mailed to homes |
| (g) June 9 | Budget Vote & Election – Ballots must be received by 5pm |
| (h) June 20 | Graduation 4pm |
| (i) June 24 | BOE Meeting 6pm – Virtual via Google Meet |

IV. REPORTS

A) Superintendent Report

- Thank you and congratulations to Jenna Pluta and Elizabeth Kirwan who are our two new tenured staff members.
- Review upcoming budget and election calendar dates.
- Sagaponack Common School District - provide update on June 9 Sagaponack resident voter proposition regarding tuition agreement with Bridgehampton UFSD.
- Graduation. - advise of confirmed date of Saturday, June 20 at 4:00pm.
- Summer ESY Programs - per the Governor's latest executive order alternative learning options for special education students will continue through July and August.
- Summer Camps - we are waiting for guidance from the Governor to determine if we are able to operate camps on district property.
- Summer student meals and child care programs - we are waiting for guidance from the Governor to determine if we mandated able to provide meals and child care.
- Start of 20/21 School Year in September 10 - we are waiting for guidance from the Governor to determine if, how, when students and staff will be able to return. The

Center for Disease Control (CDC) recently published guidance titled “Schools During The COVID-19 Pandemic” to assist administrators in making (re)opening decisions regarding K-12 schools during the COVID-19 pandemic.

B) Principal Report

- Locker/Desk Clean Out
- Graduation
- June 20th-4PM- we will need to set up meetings to discuss how to safely complete the graduation.
- Pre K Graduation & 5th grade graduation- meeting
- Kindergarten Screening, Summer School, Drivers Education, Extended School Year
- Committee for reopening school- need additional guidance from the state.
- Survey-responses and timeline to complete.
- Elementary Specials- live sessions/new schedule
- Care Packages- Approximately 50 families
- Sagaponack- Chromebooks
- AP Exams- Thank you to Ms. Doscher and students- last exam in May 22nd.
- Congratulations to Jenna Pluta and Elizabeth Kirwan
- Special Education Position Posted on OLAS-.5
- AP Seminar will not run for the 2020-2021 School Year

C) Director of PPS & ENL Report

- New cross-contract with neighboring districts. (To date: ES- 1 (1) , MS- 1, HS- 3)
- ESY - Should have guidance by end of the month by the state.
- Resolution to approve Extended School Year (ESY) Special Education Program, Monday-Friday, beginning Wednesday, July 1, 2020 through Wednesday, August 12, 2020 (six weeks)
- Special Education - Elementary 0.5 posting went out on OLAS
- Resolution on the agenda to approve the annual review/CSE meetings that have been taking place virtually.
- ENL state guidance update was released last week that outlined education of ELLs during remote learning as well as moving forward.

D) School Business Administrator Report – Final Budget Presentation

V. NEW BUSINESS

***CONSENT AGENDA, ITEMS 1-7**

Motion: L. Tyree-Johnson

Second: M. Verzosa

Vote: 6-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the second and final reading of the following policies, regulations and exhibits: #6700 & #6700-R – Purchasing; #5150 – School Admissions; #5162-R – Student Dismissal Precautions Regulation; Business Associate Privacy Policy #9110.

Motion: L. Tyree-Johnson

Second: M. Verzosa

Vote: 6-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the first reading of the following policies, regulations and exhibits: #0110, 0110.1, 010.1-R, 0110.2, 0110.2-R, 0110.2-E Sexual Harassment of Students & Employees; #0115-E – Student Bullying and Harassment Complaint form; #2520 Board Member Training; #5500 & 5500-R Student Records; #8635, 8635-R & 8635-E Information & Data Privacy Security Breach and Notification; #5100 Student Attendance; #8130 School Safety Plans & Teams; #8131 Pandemic Planning.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD authorizes the District Clerk to destroy all unused ballots from the May 21, 2019 Budget Vote & Election.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 4) **WHEREAS**, Nassau-Suffolk School Boards Association has submitted its proposed 2020-2021 Budget and proposed 2020-2021 Slate of Officers and Members of the Executive Committee, for the approval of its member boards, the Bridgehampton UFSD Board of Education authorizes the District Clerk to record the outcome of the votes and notify Nassau-Suffolk School Boards Association of the results.

BE IT RESOLVED, that the Nassau-Suffolk School Boards Association Proposed Budget for the 2020-2021 school year (as accepted by N-SSBA’s Executive Committee) be, and hereby is approved/not approved.

BE IT RESOLVED, that the Nassau-Suffolk School Boards Association Proposed 2020-2021 Slate of Officers and Members of the Executive Committee (as presented by N-SSBA’s Nominating Committee) be, and hereby is approved/not approved.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 5) **WHEREAS**, the Board of Education of the Bridgehampton UFSD adopted a school calendar which consists of 181 days, three of which were Superintendent’s Conference Days; and

WHEREAS, pursuant to Executive Orders 202.1, 202.4, 202.11, 202.14, 202.18 and 202.28, Governor Cuomo ordered the District’s schools to close, ordered the District to implement alternative instructional options, and order the District to “continue to first use any vacation or snow days remaining”; and

WHEREAS, on April 7, 2020, the State Education Department issued guidance cancelling the June 2020 administration of the NYS High School Regents Examination Program; and

WHEREAS, since the District’s students will not be taking Regents examinations and since as a result of implementing alternative instructional options during previously scheduled remaining vacation or snow days, the District shall have completed 181 days of instruction, three of which were Superintendent’s Conference Days, as of June 17, 2020.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby modifies the District’s 2019-20 school calendar to the extent that the last day of instruction shall be June 17, 2020.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD hereby reaffirms the following goals for the 2019-2026 school years in accordance with the Middle States Accreditation Process.

Student Performance Goals:

1. The Bridgehampton School Community is committed to the development of curricular and participatory offerings (courses and activities) that challenge students intellectually, and offer opportunities for life experiences within an environment where communication, problem solving, collaboration, and creativity is facilitated as we assure that our students are college/career ready.

Goal: Curriculum Alignment

By 2026 the Bridgehampton school community will map all curriculum areas (K-12) and assure full understanding of and alignment with New York State Next Generation Standards. This process will assure initial development of curriculum maps as well as implementation of a curriculum review process that maintains the curriculum maps as living documents that guide instruction and assessment. Evidence of success will be measured by completion of the posting of the curriculum maps on the website, and evidence of teaching teams using the curriculum review process and presenting updates and suggestions to the Board of Education as indicated on the curriculum review schedule.

2. The Bridgehampton School Community is committed to ongoing, continued improvement in literacy and numeracy skills of our K-12 population through the use of data-based decision making, through the ongoing development of our Response to Intervention processes, procedures, and interventions in the district.

Goal: Student Achievement & College and Career Readiness

By 2026, the Bridgehampton School Community will improve student achievement by enhancing instructional teams through the development of K-5 and 6-12 data teams. These data teams will review assessment, attendance and behavioral data with a goal of increased student achievement. Data teams will meet monthly and provide updates at faculty meetings, as well as provide specific recommendations and strategies to teachers and/or teaching teams that will lead to improvement. Action plans will be developed to incrementally improve student achievement and attendance. Evidence of success will include minutes of data meetings, evidence of increased numbers of students in grades 3-8 reaching levels 3 and 4 on state testing, higher percentages of students scoring above 80% on Regents exams, and more students reaching levels 3 and 4 on AP exams, improved attendance rates.

3. The Bridgehampton Stakeholder community is committed to the improvement of facilities so as to enhance learning, encourage wellness, offer access to 21st century technology and to create and maximize space for instruction, conferencing, student services, and storage to allow for students to engage in hands-on learning, problem-based activities around local and global issues.

Goal: New Facilities

By 2026 the Bridgehampton School Community will be maximizing the use of the new space provided through the approved 25 million dollar building expansion plan. The goal of this committee will be to keep the Board, Staff, students and school community updated on the building project in terms of overall progress. This will be the first closed loop geothermal school building as well as the first Gold Level Leed certified school on Long Island. The importance of communicating this to the public will go a long way in assuring continued community support for the school. Evaluation of progress will be through Facilities Committee minute as to the extent to which we remain on track with the 5-year plan and with the building project.

4. The Bridgehampton School Community is committed to the improvement of communication through the improvement of our website, with a focus on ongoing, real-time communication with stakeholders.

Goal: Communication

By 2026 the Bridgehampton School Community will enhance internal communications, while simultaneously continuing solid external communications that has proven to reap many rewards. This team will work to enhance communications of Board to Staff, Administration to Staff and Students, Teachers to Students, Teachers to Teachers and Students to Students with an overarching goal of assuring strong collegial and congenial relationships that will improve and enhance the strong family atmosphere we encourage and celebrate at Bridgehampton School. Evidence of success will be determined through the use of school climate surveys collected periodically (at least annually) to measure forward movement on the goal.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD hereby schedules the annual reorganizational meeting of the Board of Education for Wednesday, July 1, 2020 at 6:00PM, in accordance with Education Law §1707.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

VI. SUPERINTENDENT'S RECOMMENDATIONS

A) FINANCIAL MATTERS

*CONSENT AGENDA, ITEMS A1 – A18

Motion: L. Tyree- Johnson Second: M. Verzosa Vote: 6-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD adopts the proposed 2020-2021 budget in the amount of \$18,986,122 and authorizes the Superintendent to certify and submit the property tax report card to the State Education Department.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for April 30, 2020.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period of 07/01/19- 04/30/2020.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Status Report for the period of 07/01/19 – 04/30/2020.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Treasurer's Report for the period of 07/01/19 – 04/30/2020.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #22 Fund A with 32 Claims in the amount of \$419,572.24.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #36 Fund H with 4 Claims in the amount of \$1,499,418.96.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #18 Fund C with 2 Claims in the amount of \$267.56.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 9) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #16 Fund F with 1 Claim in the amount of \$312.40.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 10) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #22 Fund T with 14 Claims in the amount of \$114,207.39.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 11) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #23 Fund A with 35 Claims in the amount of \$66,229.13.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

12) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #17 Fund F with 1 Claim in the amount of \$0.01.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

13) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #19 Fund C with 6 Claims in the amount of \$14,051.70.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

14) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #37 Fund H with 3 Claims in the amount of \$19,756.00.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

15) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #22 Fund T with 13 Claims in the amount of \$114,172.84.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

16) Resolved that the Board of Education of the Bridgehampton UFSD approves an award to AT Equipment Sales in the amount of \$3,085.00 and authorizes Melisa Stiles, School Business Administrator to issue the purchase order.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

17) Resolved that the Board of Education of the Bridgehampton UFSD approves the agreement with polleverywhere.com for the 2019/2020 school year and authorizes the Superintendent to execute the contract on behalf of the District, upon review by Counsel.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

18) Resolved that the Board of Education of the Bridgehampton UFSD approves an award to Young Equipment Sales in the amount of \$3,830.00 and authorizes Melisa Stiles, School Business Administrator to issue the purchase order.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

B) PERSONNEL

***CONSENT AGENDA, ITEMS B1-B3**

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 6-0

1) Resolved that the Board of Education of the Bridgehampton UFSD approves Danielle Doscher for summer hours from June 22 through September 4, 2020, not to exceed 130 hours at her individual hourly rate.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 6-0

2) Resolved that the Board of Education of the Bridgehampton UFSD approves the Extended School Year (ESY) Special Education Program, Monday-Friday, beginning Wednesday, July 1, 2020 through Wednesday, August 12, 2020 (six weeks), 3 hours a day, 8:30-11:30am (if in person) which includes preparation time for the following teachers at their individual hourly rates per the BTA contract: Joseph Pluta and Karen Knight.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 6-0

3) Resolved that the Board of Education of the Bridgehampton UFSD hereby appoints the following to act as Election Inspectors for the June 9, 2020 Budget Vote & Board Election and for the 2020/2021 school year: Alexandra deSouza, Nicole Jeffers, Vivian Verzosa, Martha Greene, Ninfa Boyd, Olivia Kotz, Julie Waller and Simone Sooklall. Leanne Hostetter is also hereby designated to serve as the Chief Inspector. All shall be compensated at a rate of \$15.00 per hour.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 6-0

4) Resolved that the Board of Education of the Bridgehampton UFSD hereby accepts the resignation of Melisa Stiles, as School Business Administrator, effective end of day on June 30, 2020.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 6-0

C) COMMITTEE ON SPECIAL EDUCATION

1) Resolved that the Board of Education of the Bridgehampton UFSD approves the recommendations of the Committee for Special Education for Students #10566, #966, #10508, #10114, #10115, #1104, #10075, #10476, #10501, #10078, #5, #10019, #10482 and authorizes the Superintendent to arrange for appropriate services.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 6-0

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 9:01PM to Executive Session to discuss personnel matters with counsel.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 6-0

IX. MOTION TO RETURN TO Public Session at 12:00AM.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 6-0

1) Resolved that the Board of Education of the Bridgehampton UFSD approved upon the recommendation of the Superintendent of Schools to conduct the Superintendent Performance Evaluation pursuant to Clause #11 of the Superintendent contract for the 2019/2020 school year during the month of July 2020.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 6-0

X. MOTION TO ADJOURN at 12:30AM.

Motion: L. Tyree-Johnson

Second: M. Verzosa

Vote: 6-0

Respectfully submitted,

Tammy A. Cavanaugh
District Clerk

DRAFT