

**Bridgehampton Union Free School District
Board of Education Business Meeting
Wednesday, October 27, 2021
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 6:03PM, followed by the Pledge of Allegiance.

Present: Ronald White, President; Jennifer Vinski, Vice President; Trustees: Markanthony Verzosa, Carla Lillie, Angela Chmielewski, Jo Ann Comfort; Dr. Mary T. Kelly, Superintendent of Schools; Michael Miller, Principal; Michael Cox, Assistant Principal; Jennifer Coggin, Assistant Superintendent for Finance & Operations; Tammy Cavanaugh, District Clerk

Counsel: Michael G. Vigliotta, Esq.

Press: Cailin Riley, *The Press News Group*

Board Recognition: Dr. Kelly recognized the Board of Education for all of their hard work and appreciation for all that they do for the students of the Bridgehampton UFSD. Dave Elliott performed with the Marimba Band students and acknowledged gratitude for the Board's hard work and continued support of our school.

Marimba Band students: Ayanna El, Luna Paucar, Jonah Posner, Kristopher Vinski and Scott Vinski

***6:14PM – Kathleen McClelland arrived.**

B) Resolved that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated October 27, 2021.

Motion: J. Vinski Second: J. Comfort Vote: 7-0

C) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes from the October 13, 2021 Special Meeting of the Board.

Motion: J. Vinski Second: K. McClelland Vote: 7-0

D) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes from the September 30, 2021 Special Meeting of the Board.

Motion: J. Vinski Second: C. Lillie Vote: 7-0

E) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the September 22, 2021 Meeting of the Board.

Motion: J. Vinski Second: C. Lillie Vote: 7-0

- F) **Public Hearing** – Bridgehampton UFSD Code of Conduct Update as required by New York State School Boards Association and at the recommendation of the Policy Review Committee
- 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 – None
- J) Board of Education Discussion Items

1. Workshop Meetings

- K) Consideration of additional items for the Agenda

II. ANNOUNCEMENTS

- (a) November 2 Election Day/Superintendent’s Conference Day;
No Classes, District Open
- (b) November 11 Veterans Day – District Closed
- (c) November 12 Picture Retake Day
- (d) November 17 Board of Education Meeting – 6pm; gymnasium
- (e) November 22 Parent/Teacher Conferences; Students dismissed at 11:15am
- (f) November 24 Thanksgiving Recess; No Classes; District Open
- (g) November 25-26 Thanksgiving Recess

III. REPORTS

A) Superintendent Report

Community Day: Congratulations to all on an outstanding inaugural Community Day celebration! The event could not have been more perfect, thanks to the efforts and contributions of the Board and members of the staff. It was a fabulous celebration of our school district and community; everyone enjoyed themselves and had a great time. The event provided an opportunity to showcase the wonderful opportunities that the Bridgehampton School provides for our children, and opened the door to continued dialogue regarding home, school, and community partnerships.

Superintendent’s Conference Day: Our second Superintendent’s Conference Day will be held on Tuesday, November 2, 2021. Activities include: a workshop on differentiation of instruction with Judy Dodge involving PK-3 teachers from Bridgehampton, Sagaponack, and Wainscott (held in Bridgehampton); departmental curriculum meetings with secondary teachers; CPI training; and continued professional development with our partners at PLC pertaining to the district’s DCIP goals.

Twenty-first Century Community Learning Center (CCLC) Grant Proposal: Throughout the month, I have been working with Digital Age Learning and our leadership team to develop a proposal for the Twenty-first Century Community Learning Center grant. The title of the grant proposal is BEEE’S (BE³S) HIVE: Bridgehampton

Engaging, Enhancing, and Extending School: Harnessing Innovation for a Vibrant Education; a Bridgehampton UFSD 21st Century Community Learning Center (CCLC) Program. The proposal represents a multifaceted approach to effective before-school, after-school, and summer learning and exploration that combines targeted enrichment activities with innovative, project-based learning experiences that honor student agency as a pathway from early childhood to middle and high school. Opportunities and activities will include: an after-school literacy program; the implementation of a fabrication lab (fab lab) to prototype and field test new ideas, products, and inventions; partnerships with local arts, museums, and STREAM-based activity providers; regional field trips; and family engagement activities, to name a few. A survey of our students and families will also inform our proposal, which is due on November 11, 2021.

Regional Educational Programming on LTV: In collaboration with superintendents in the region, we have partnered with LTV to develop educational content for broadcast that will showcase the district's initiatives and the accomplishments of our students and staff. This month's program, which features Bridgehampton UFSD, East Hampton UFSD, and Springs UFSD, highlights what we have learned as a result of the COVID-19 pandemic, along with "silver linings". Bridgehampton was represented by Michael Miller, Michael Cox, Meredith McArdle, and Jessica Rodgers.

Data Team and Assessments - Professional Development: The leadership team is meeting with a representative from Right Reason Technologies this month to discuss our data team professional development and assessment needs.

Capital Projects/Facilities Update: Throughout the month, the District administrative staff, custodial staff, and I met with representatives from Grillo Architects, School Construction Consultants, and Stalco to keep apprised of the status of the capital projects and address issues. As I reported last month, aside from punch list items, the three major facilities areas that require immediate attention are the auditorium, the Building Management System (BMS), and the Heating, Ventilation and Air Conditioning (HVAC) system. Some progress has been made on the auditorium, although our attorneys have had to intervene to address the poor performance of one of the subcontractors, Palace Electric, which has been put on notice that it was in default of its contractual responsibilities. The curtains and truss have been installed, and the auditorium has been cleaned so that it can be used as an instructional space. The other issue in the auditorium that needs to be resolved is the dimmer mechanism; the parts are on order and are expected to arrive in late November or early December, 2021. According to our construction management firm, School Construction Consultants, the delay was caused by supply chain and manufacturing issues. The second major issue involves the inability to regulate the indoor climate via the BMS and the HVAC systems. We have been working with Cardinal Controls (BMS) and CIS (HVAC) to address these concerns. Some of the issues are being caused by conflicts with other systems; for example, some of the rooms are experiencing fan issues, which are being caused by a conflict with the fire alarm system. The system disables the fans in the event of a fire; however, there are currently no faults on the fire alarm panel. It appears to be a programming issue. An additional issue has arisen whenever the fire alarms are sounded: when the HVAC fans shut down in response to the sounding of the alarm, a few gallons of water leak out of the system and into the fitness center. Fire drills have been rescheduled until this issue is addressed. This issue appears to be isolated to the fitness room. The third issue involves maintenance of the HVAC system, which is being conducted by CIS. That work is in progress, and includes the changing of filters and

other routine maintenance services. It has been determined that all parties involved - Cardinal Controls, CIS, and the installer of the HVAC equipment (Central Air) - need to meet with our architects and construction management firm to coordinate a solution to the aforementioned HVAC issues. That coordination is in progress and will occur during the last week of this month.

Committee Meetings: Committee meetings have begun for the 2021-2022 school year. Please see the summary for each committee that has met thus far, below:

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. Based on this information and additional discussion, the committee has made recommendations to the BOE regarding policy updates, which the BOE will act on at its next meeting.

Wellness: The wellness policy was provided to each member of the committee for review and in preparation for feedback at the next meeting. Members had the opportunity to express their views on the focus of the committee for the year, along with possible goals, which included the following:

- a. Digital Media education
- b. Code of Conduct- equity of dress code
- c. Student Voice- safe places for students
- d. Genders and Sexualities
- e. Contract/Expectations for digital media/social media/applications

At its next meeting, the committee will determine its goals for the 2021-2022 school year. Additionally, concerns regarding food and drink offerings at the school store will be discussed. Committee members also received a copy of a wellness survey that was discussed in the spring for additional discussion and follow up.

Audit: Jill Sanders, CPA, from Cullen and Danowski, the district's external auditors, presented the annual audit report to the committee. After review and discussion, the committee voted to recommend that the BOE should accept the audit report, which it did at a meeting held after the audit committee meeting. The committee indicated that it would like to set up another meeting in the near future to meet with the district's claims auditor.

Health, Safety and Facilities: The committee was provided with an update regarding the annual Building Safety and Emergency Plans, and the Reopening Plan for the 2021-2022 school year. In addition, the committee was provided with an update on the following:

- a. progress of the capital projects that are part of the bond referendum, along with current issues and concerns;
- b. upcoming capital projects that are in the operating budget for the 2021-2022 school year;
- c. Staffing needs assessment;
- d. green roof maintenance needs and usage;
- e. maker spaces/STEAM rooms in the area above the library on the second floor;
- f. the possible use of projection technology on the glass in the aforementioned space.

There weren't any staff, student, or parent concerns presented to the committee regarding health, safety, or facilities.

Curriculum: I met with school leaders and curriculum chairs to plan for the first committee meeting, which will be held during the last week of the month. The curriculum overviews, which are slated to be completed by December, 2021, will be discussed, along with a presentation on utilizing Google Classroom to warehouse our curriculum, which will include standards, overviews, scope and sequence, pacing calendars, lesson plans, resources, and assessments, for collaboration, access, and review. Professional development needs, curriculum writing needs, and curriculum resource needs will also be discussed.

Partnership with Organización Latino-Americana of Eastern Long Island (OLA):

OLA invited students from throughout the region, including Bridgehampton UFSD, to a dinner meeting at which academic college scholarship opportunities were presented and discussed.

Professional Development, Curriculum Development - Digital Age Learning: This month, Maria Fico and John Ellrodt of Digital Age Learning conducted professional development with our elementary teachers to support the integration of STREAM (Science, Technology, Reading, Engineering, the Arts, and Mathematics) throughout the curriculum, K-12. This plan will incorporate job-embedded professional development for our staff to integrate technology through the implementation of an interdisciplinary, project-based learning plan.

IV. NEW BUSINESS

*CONSENT AGENDA, ITEMS 1-3

Motion: J. Vinski Second: K. McClelland Vote: 7-0

- 1) Resolved** that the Board of Education of the Bridgehampton UFSD approves the first reading of the following policies, regulations and exhibits: #1530 Smoking, Vaping & Other Tobacco Use on School Premises; #4000 Student Learning Standards & Instructional Guidelines; #5420 & #5420-R Student Health Services; #5460 & #5460-R Child Abuse, Neglect & Maltreatment in a Domestic Setting; #8110 School Building Safety; #8112 Health & Safety Committee; #8220 Buildings & Grounds Maintenance & Inspection; #8505 "Charging" School Meals and Prohibition Against Shaming; #9110 Business Associate Privacy Policy.

Motion: J. Vinski Second: K. McClelland Vote: 7-0

- 2) Resolved** that the Board of Education of the Bridgehampton UFSD waives the two required readings and approves the one and only reading of the updated policies, regulations and exhibits of the Code of Conduct (Policy #5300) for the 2021/2022 school year.

Motion: J. Vinski Second: K. McClelland Vote: 7-0

- 3) Resolved** that the Board of Education of the Bridgehampton UFSD waives the two required readings and approves the one and only reading of Policy #8635-E Parents' Bill of Rights for Student Data Privacy & Security.

Motion: J. Vinski Second: K. McClelland Vote: 7-0

V. SUPERINTENDENT'S RECOMMENDATIONS

A) FINANCIAL MATTERS

*CONSENT AGENDA, ITEMS A1 – A19

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for September 30, 2021.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Reports for the period of 07/01/21-09/30/2021.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Status Report for the period of 07/01/21 – 09/30/2021.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Treasurer's Report for the period of 07/01/21 – 09/30/2021.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #7 Fund A with 52 Claims in the amount of \$415,617.17.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #5 Fund C with 9 Claims in the amount of \$4,972.27.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund F with 2 Claims in the amount of \$3,070.00.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #7 Fund H with 2 Claims in the amount of \$147,372.60.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

9) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #8 Fund H with 1 Claim in the amount of \$23,250.00.

Motion: J. Vinski Second: K. McClelland Vote: 7-0

10) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #5 Fund CM with 13 Claims in the amount of \$131,687.82.

Motion: J. Vinski Second: K. McClelland Vote: 7-0

11) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #8 Fund A with 55 Claims in the amount of \$344,642.50.

Motion: J. Vinski Second: K. McClelland Vote: 7-0

12) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #6 Fund C with 8 Claims in the amount of \$6,539.08.

Motion: J. Vinski Second: K. McClelland Vote: 7-0

13) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund H with 2 Claims in the amount of \$138,124.96.

Motion: J. Vinski Second: K. McClelland Vote: 7-0

14) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #6 Fund CM with 13 Claims in the amount of \$131,939.27.

Motion: J. Vinski Second: K. McClelland Vote: 7-0

15) Resolved that the Board of Education of the Bridgehampton UFSD approves the Consultant Agreement with Baum & Beaulieu Associates for the 2021/2022 school year and authorizes the Superintendent to execute the agreement, subject to review by Counsel.

Motion: J. Vinski Second: K. McClelland Vote: 7-0

16) Resolved that the Board of Education of the Bridgehampton UFSD approves the agreement with David Skretch as an EMT on premises during basketball games for the 2021/2022 school year and authorizes the Superintendent to execute the contract on behalf of the District.

Motion: J. Vinski Second: K. McClelland Vote: 7-0

17) Resolved that the Board of Education of the Bridgehampton UFSD approves the agreement with John Marino to announce basketball games for the 2021/2022 school year and authorizes the Superintendent to execute the contract on behalf of the District.

Motion: J. Vinski Second: K. McClelland Vote: 7-0

18) Resolved that the Board of Education of the Bridgehampton USFD approved the agreement with Michael Davies to provide virtual driver education classes at an amount not to exceed \$3,510 for the period of October 14, 2021 through March 31, 2022.

Motion: J. Vinski Second: K. McClelland Vote: 7-0

19) Resolved that the Board of Education of the Bridgehampton USFD approves the Special Education Services Agreement with the East Hampton UFSD for the 2021/2022 school year and authorizes the Board President to sign the contract.

Motion: J. Vinski Second: K. McClelland Vote: 7-0

B) PERSONNEL

***CONSENT AGENDA, ITEMS B1 – B8**

Motion: J. Vinski Second: C. Lillie Vote: 7-0

1) Resolved that the Board of Education of the Bridgehampton UFSD approves the 2021/2022 Stipend list updates as per the attached list.

Motion: J. Vinski Second: C. Lillie Vote: 7-0

2) Resolved that the Board of Education of the Bridgehampton UFSD appoints Lou Liberatore as Advisor to the Extracurricular Activity Baseball Club for the 2021/2022 school year at no additional compensation.

Motion: J. Vinski Second: C. Lillie Vote: 7-0

3) Resolved that the Board of Education of the Bridgehampton UFSD appoints Michael DeRosa as Advisor to the Extracurricular Activity Basketball Club for the 2021/2022 school year at no additional compensation.

Motion: J. Vinski Second: C. Lillie Vote: 7-0

4) Resolved that the Board of Education of the Bridgehampton UFSD approves the following teacher to be paid to teach an “extra class period” and to be paid as per the BTA Contract for the 2021/2022 school year:

- Maria Bouzos-Reilly – 1 class every day – ENL – effective September 13, 2021

Motion: J. Vinski Second: C. Lillie Vote: 7-0

5) Resolved that the Board of Education of the Bridgehampton UFSD approves all teachers to provide virtual home instruction and to be paid as per the BTA Contract for the 2021/2022 school year.

Motion: J. Vinski Second: C. Lillie Vote: 7-0

6) Resolved that the Board of Education of the Bridgehampton UFSD hereby increases the hours for the position of a Horticultural Worker held by Trefny Dix to a .6, not to exceed 21 hours per week, effective Monday, November 1, 2021.

Motion: J. Vinski Second: C. Lillie Vote: 7-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Memorandum of Agreement with the Bridgehampton Teachers' Association, dated August 4, 2021 regarding the Morning Announcement Video.

Motion: J. Vinski

Second: C. Lillie

Vote: 7-0

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Tanya Delgado as a Teacher Substitute for the 2021/2022 school year at the daily rate of \$150, pending completion of HR paperwork.

Motion: J. Vinski

Second: C. Lillie

Vote: 7-0

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 #10618, #1104, #10661, #10704, #10642, #10726, #10682, #10011, #10676, #10686 and #10393 and authorizes the Superintendent to arrange for appropriate services.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

D) BUILDING USE REQUESTS

*CONSENT AGENDA, ITEMS 1-4

Motion: J. Vinski

Second: C. Lillie

Vote: 7-0

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Lou Liberatore on behalf of fundraising for the 8th Grade Class Washington, DC trip for use of the gymnasium for a Faculty Basketball Game on Friday, December 3, 2021 from 7pm – 9pm.

Motion: J. Vinski

Second: C. Lillie

Vote: 7-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Milena White for use of the gymnasium to allow the community to prepare Operation Christmas Child Boxes on Friday, November 19, 2021 from 5pm – 9pm.

Motion: J. Vinski

Second: C. Lillie

Vote: 7-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from Judiann Carmack-Fayyaz on behalf of The Culture Club for use of the new Tech Room for a French Film & Food Fundraiser on Friday, November 12, 2021 from 6:00pm to 9:00pm.

Motion: J. Vinski

Second: C. Lillie

Vote: 7-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Building Use Request from John Reilly on behalf of the Student Council for use of the gymnasium for a Halloween Game Night on Friday, October 29, 2021 from 6pm – 8pm.

Motion: J. Vinski

Second: C. Lillie

Vote: 7-0

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 6:39PM to Executive Session to discuss personnel matters with counsel.

Motion: J. Vinski Second: J. Comfort Vote: 7-0

VII. MOTION TO RETURN TO Public Session at 8:14PM.

Motion: J. Vinski Second: J. Comfort Vote: 7-0

1) Resolved that the Board of Education of the Bridgehampton UFSD approves the maternity/child rearing leave of Alyssa Peterson on or about December 18, 2021 with the intent of returning on or about the first day of work for the 2022/2023 school year.

Motion: J. Vinski Second: C. Lillie Vote: 7-0

VIII. MOTION TO ADJOURN at 8:15PM.

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

Respectfully submitted,



Tammy A Cavanaugh
District Clerk