

Bridgehampton Union Free School District

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Lois R. Favre, Ed.D.
Superintendent

Robert Hauser, CPA
School Business Official

Meeting Minutes

Date:	December 3, 2013	Time:	2:45 PM
Location:	Café	Facilitator:	Dr. Favre
Committee:	Strategic Planning Council Dr. Favre, Robert Hauser, Aleta Parker, Elizabeth W. Kotz, Henry Meyer, Carrie McDermott, Jeff Mansfield, Ken Giosi, Biana Stepanian, Sean Sharp, Kelly Harris, Helen Wolfe, Jessica Rodgers		
Attendees:	Dr. Favre, Robert Hauser, Aleta Parker, Elizabeth Kotz, Henry Meyer, Jeff Mansfield, Kelly Harris, Helen Wolfe, Sean Sharp		

Minutes

Summary:

- Updates from Facilitators
- Facilities Action Committee (Henry Meyer) shared that they are currently working on two plans for consideration. Mr. Aiello is working on pictures to show areas of need within the building. Their next meeting is planned for December 19th – they have a goal to have a presentation together by February 11th.
- Communications Committee (Helen Wolfe) shared that the letter regarding the parent portal was sent home in the report card. Some parents were provided a demonstration of how it worked at parent/teacher night. It has been reported that there has been more activity on the portal lately, so the communication was a success. We may do it again with the next report card.
- College and Career Readiness (Dr. Carrie McDermott) explained that they are researching Career Zone/Naviance as a tool for high school students/career planners; the team is also brainstorming ideas on how to sustain the Virtual Enterprise program, and internships for our students. Use of Google Docs for communication purposes is being utilized, and the team is working on barriers to presentations with our Tech experts, and how to effectively use iPads with Google docs.
- Updates from the Student Achievement Team will be shared at the next meeting.
- Next meeting: February – what is each committee planning to accomplish by then?
- Dr. Favre discussed the idea of continuing to build on the concept of Career Academy that has begun at Bridgehampton. She will be attending a conference and bringing back information to the team in March – the conference involves visits to schools that have made this a reality.

It is the mission of the Bridgehampton School to inspire lifelong intellectual curiosity and respectful individual expression by reaching beyond our school community and teaching all students the essential skills to actively participate in the global community and to flourish in the 21st Century.

- Board approval for vote to begin 5-year facilities plan repairs (January 14th vote) – a brochure highlighting the plan will be circulate to the staff and community following board approval at the December meeting.
- Early community forum is planned around this year’s budget, as more difficult decisions must be made. We are hoping to present something about facilities at this meeting from our Action Committee.
- Kelly Harris from the Hampton Library share that they had purchased a 3-D printer, and would welcome student involvement through technology classes, which will be shared with Ms. Fayazz
- The next meeting is planned for February 11, 2014.

Action Items

	Action Item	Responsible	Due Date	Status
1.	Dr. Favre to work with Sean Sharp to organize last year’s information and get on website	Favre, Sharp, Cavanaugh	Ongoing additions of minutes	In progress
2.	Committees will have updates for the next meeting	Facilitators	February 11	
3.	Student Achievement Committee will provide updates	Facilitator	February 11	

Date of Next Meeting: February 11, 2014

Completed by: Dr. Lois R. Favre

Date: December 12, 2013