

Bridgehampton Union Free School District

P.O. Box 3021, 2685 Montauk Highway, Bridgehampton, NY 11932

Telephone: (631) 537-0271

www.bridgehampton.k12.ny.us

Facsimile: (631) 537-9038

Lois R. Favre, Ed.D.
Superintendent

Robert Hauser, CPA
School Business Official

Meeting Agenda

Date:	December 2, 2015	Time:	3:00
Location:		Facilitator:	Helen Wolfe
Committee:	Communications		
Attendees:	Sean Sharp, Elizabeth Kotz, Kelly Harris, David Elliott, Helen Wolfe		

Preparation for Meeting

Please Read:	Please Bring:
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Minutes: Brief summary of meeting

Summary:

We spoke briefly about the School Newsletter, Elizabeth had talked to Dr. Favre and Dr. Favre wants to see how the Communication Arts does with writing the articles. Also the Board of Education does want to print paper copies to distribute to the community, something that was discussed at our last meeting.

We talked about GAFE which stands for Google Apps for Education.

There needs to be a conversation between the teachers and administration to have teachers create individual web pages. The district website platform is outdated, it is better to start with something new. We discussed what we are using now- Word press and forcing it into the existing website. Our goal is to get a new website and start from scratch. There are different companies that have web- designs set ups and they can build a site to suit our needs. Sean does most of the updating because one is dedicated to it. We need a system that will connect all the different machines, i.e. tablets, cell phones, other computers so that our website can be accessed and all get the same view, which does not happen now. I talked with Dr. Favre about the issue and she said it would be alright for us to research a new website.

Action Items

	Action Item	Responsible	Due Date	Status
1.	As Dr. Favre if we can research a new website.	Helen Wolfe		done

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.

2.				
3.				

Date of Next Meeting: _____

Completed by: _____

Date: _____