

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 Minutes

Date:	Oct. 14, 2015	Time:	3:00-4:00 pm
Location:	Cafe	Facilitator:	Helen Wolfe
Committee:	Communications		
Attendees:	Helen Wolfe, Dave Elliott, Sean Sharp, Kelly Harris, Elizabeth Kotz, Nancy Bagshaw		

Minutes: Brief summary of meeting

We took time to look over the action plan from last year. Much of the action plan is ongoing or has been completed. We did feel that there were areas that needed updating and perhaps overhauling.

Action Items

	Action Item	Responsible	Due Date	Status
1.	Establish a technology team. It is in the action plan, however it needs more people, a couple of teachers from the Middle School, and High School, some community members and students to determine the direction we need to go in the future, such as programs, software and instrumentation.			
2.	We discussed the newsletter and whether it should be completely online. Elizabeth and Kelly felt that it is good pr for the school people in the community like to look at it. A suggestion was made to have the Board discuss printing a small batch of the newsletter and putting it out in the library and local businesses. It was also discussed whether postcards should be sent out to tell people to look for the school newsletter on the website.			

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.

3.	Elizabeth Kotz recommended that the Board of Education page be cleaned up. There should be Bio's for each new member and instead of some having pictures and others not, remove the pictures and just leave the names.			
4.	Sean said people are using the let's talk, and we need to find a way to draw more attention to it. Rapid notify seems to be working fine. Elizabeth also mentioned that she saw a promotion for horseback riding on the school facebook page and said that we need to make sure that the things posted on the page are school related and not for profit.			
5.	Educational programs for parent access? It was recommended to continue the liaison to Hampton Library for parent programs.			
6.	We also discussed surveying the community about the usage of the website by the end of this year. It was suggested that we use a google form. Do we need a new website? Sean suggested that we move to a new website as the one we have now is an old format. Elizabeth suggested that if we decide on a new website we move to one that is blog compatible.			
7.	Our next meeting is Wednesday November 4th.			
8.				
9.				
10.				

Completed by: Heleen Woyge

Date: 11/1/15