

**Bridgehampton School District  
Board of Education  
Minutes**

Date: September 10, 2007  
Meeting: Regular Board of Education Meeting  
Present: James Walker, Elizabeth Kotz, Joseph Conti, Joseph Berhalter, Susan Hiscock, Dr. Dianne B. Youngblood, Superintendent, Mr. Jack Pryor, Principal, and Michelle Romanosky, Business Administrator  
Absent: Richard Delano, Carol Kalish, and Joyce Manigo, District Clerk

**I. ROUTINE MATTERS:**

- A) Call to Order by the President upon his/her having ascertained the presence of a Quorum and Roll Call  
B) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed BOE Agenda, dated September 10, 2007.

Motion: Conti                      Seconded: Kotz                      Vote: 4/0

- C) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the Regular Meeting of the Board of Education dated August 13, 2007 and the Special Board Meeting dated September 4, 2007 with a change made on page two to change one of the "c" items to a "d", and on page three, item "e" the vote should read: 6/0/1.

Motion: Conti                      Seconded: Kotz                      Vote: 5/0

- D) Invitation to visitors to address the Board of Education – Mitchord Cope-Hobbs, a fourth grader, thanked the Board for sponsoring him on a Young Leadership Conference in Albany, this summer. He said he had a great time, he had the opportunity to stay on a campus and he studied forensic science. He hopes that one day he would be able to continue to study more about forensic science.

Nicki Hemby approached the Board with a request to place a POD on school premises for a coat drive that the PTO will sponsor. They hope to make the drive a huge event and they needed a place to store the coats while collecting over the next month or so. The PTO will be looking into expanding this project with other schools and organizations for donations of coats.

**Resolved** that the Board of Education of the Bridgehampton UFSD approves the placement of a POD on school property for a thirty (30) day coat-drive to be sponsored by the PTO.

Motion: Conti                      Seconded: Hiscock                      Vote: 5/0

- E) Communications  
F) Board of Education Items  
G) Consideration of additional items for the Agenda  
H)

**II. ANNOUNCEMENTS**

- A. Flags at Half Staff, Patriot Day, September 11, 2007  
B. PTO sponsored BBQ and softball game, September 14, 2007, 5 p.m.  
C. Back To School Night, September 20, 2007 at 5:30 p.m.

- D. The Council of School Superintendents' 2007 Fall Conference in Saratoga, N.Y., September 29-October 2, 2007
- E. The Bridgehampton Historical Society's 15<sup>th</sup> Annual Car Road Rally & Antique Car Tour, September 29, 2007 at 9:45 a.m.
- F. Columbus Day, October 8, 2007, District Closed
- G. Regular Board of Education Meeting, October 9, 2007 at 7 p.m.
- H. First Quarter Progress Reporting Period Ends, October 12, 2007
- I. NYSSBA 88<sup>th</sup> Annual Convention, New York City, October 25-28, 2007
- J. NSBA 68<sup>th</sup> Annual Conference, Orlando, Florida, March 29-April 1, 2008
- K. Other

### III. REPORTS:

- A) Superintendent's Report Dr. Youngblood talked about several items:
  - She shared that the flat roof repair was completed by New Horizon Roofing and she thought they did a great job. Additionally, she added that after several interviews and many conversations the state reimbursed the district \$1030 toward the repairs. She also said that she was still in the process of negotiating with NYSIR because she and the insurance adjusters that looked over our policies felt that NYSIR should be at least responsible for the deductible. She said she would keep the Board posted on the matter.
  - Secondly, Dr. Youngblood talked about the Springs meeting and the outcome plan of action that will call for several studies: a) a space feasibility study that will be conducted by Jack Pryor, Bridgehampton Principal and others that will work with him; b) a financial implication study that will be conducted by Michelle Romanosky, Bridgehampton's Business Administrator and; c) a master schedule development study that will be explored by Angela Parisi, Bridgehampton's School Counselor and Eric Casale, the Principal at Springs. The next meeting will be held on next Tuesday, September 25, 2007 at 2:00 PM.
  - Dr. Youngblood also shared that she again reached out Kathy Holden, Superintendent of Sag Harbor School District about sharing facilities and programs for this year. Mrs. Holden felt she wanted to do some preliminary work before meeting on the subject. Dr. Youngblood also said she had the opportunity to talk with Assemblyman, Fred Thiele and Councilman, Skip Heaney regarding the field behind the school and this will be a possible area that Sag Harbor and Bridgehampton can collaborate.
  - Dr. Youngblood reported some teachers have started the year ready to embody the spirit of learning, specifically Mr. Zaykowski, our Technology teacher. He is teaching a 10<sup>th</sup> period manufacturing class and is offering to turn it into a mini industrial factory setting. Students will form a company, they will advertise their product (Adirondack lawn chairs), they will sell their product, distribute the earnings to the class and replenish the materials from the sales. Dr. Youngblood requested if the Board would approve the Dept. to use money from the school budget to be refunded by the sales of the chairs. Also embracing the entrepreneur endeavor was the Landscape & Design Class, advertising themselves as the "Rising Star Landscaping Solutions", through the local papers. This group would like approval to begin seeking donations and fund raising to support their endeavor.

Michelle, Business Manager suggested that they should organize a club that will accept the donations and to do fund raising under.

**Resolved** that the Board of Education of the Bridgehampton UFSD authorizes the District's use of funds in the amount of \$437.26 for the purchase of materials for Mr. Zaykowski's Manufacturing class to create Adirondack Lawn chairs, with the understanding that the class will reimburse the district from the sale of the chairs.

Motion: Hiscock                      Seconded: Kotz                      Vote: 5/0

- Dr. Youngblood distributed paperwork to the Board regarding an updated tape recording device that will assist the District Clerk with taping Board of Education Meetings. She said the one currently being used was out dated and at times is hard to hear voices. She also said she thought that the equipment was on New York State Contract.
  - Lastly, Dr. Youngblood talked about the students' performance level report. She said did not feel comfortable at this point to share the data that she received from the New York State Web because we are getting accurate information at this time. She was not sure if they are still entering data or something in order to gather accurate information.
- B) Principal's Report – Mr. Pryor talked about the first day of school. He thought it went smoothly. An assembly was held in the gym reviewing some of the progress made last year. They reviewed the code of conduct etc. Students and staff schedules were all in place and it was a great day. He shared his opportunity of taking the AP Art student to Sag Harbor for the new class that was offered to Bridgehampton students this year. He said while he was there he was told about printing class that could be an opportunity for Bridgehampton students in the second semester. Mr. stated that anyone who knows Mr. Zaykowski will know that the Adirondack chairs will be very well made, because he very meticulous with detail. On September 11<sup>th</sup> during morning announcements, the girls that work with Mr. Reilly will read a statement that was prepared and then there will be two separate moments of silence to commemorate the two towers. There will be additional discussions in the social studies classes through out the day on the subject. As part of the Principal's report Mr. Pryor invited a staff member to give additional information about things about the school.
- C) Special Education Chairperson Report –
- Pat Smith talked about the (Chapter 378) 2007 Laws changed the way we provide special Ed services to students with disabilities in private schools. In the past, students in the private schools were serviced by the district where the child is from. As of July 1, the law states the district of location (where the private schools are located) will provide the services to those students. Presently we have six students that we are servicing explained Pat Smith, our CSE Chairperson. She shared that budgeting for this type of program is difficult because you don't have all the information needed to be sure of all the services needed for the year. Some of the costs for these services are billed back to the district of origin. A copy of the law was distributed at the meeting.

D) Audit Committee Report – Phyllis Davis, Chairperson of the Audit Committee reported that the Audit Committee met with the outside Auditors. They presented their draft of the 2007 Audit (calendar ending on June 30<sup>th</sup> and not December). The Auditors discussed the highlights of the important elements of the numbers of the audit and educated the committee to some of the differences on some of the numbers from the point of view of fulfilling all the auditing requirements and giving a realistic picture of the audit. Mrs. Davis said, the auditor then took the committee through the draft of the extra-curricular classroom account funds and suggested a better tracking of some of the expenses reported. She then explained the management letter and some of the new definitions of terms. She said the committee was just beginning to understand the term “material weakness and now the state has added a phrase called a “significant deficiencies”, which depending on certain types can be a material weakness. Then the auditor went through some elements of repeats that were listed two-three years consecutively on the auditor’s report. Mrs. Davis commented that she and the committee’s overall feeling about the auditor’s report was very good providing the committee with a lot of information and suggestions. Mrs. Davis said she wanted to present the Board with some ideas on how the audit committee’s approach its review of the Audit and supplemental reading with management letter when they bring forward their corrective action plan. She also gave the Board an agenda for the Oct 9<sup>th</sup> Audit Committee meeting, outlining what they will discuss at the meeting. An outlined schedule was also given to the Board for meeting dates with the audit committee and/or the Board in order meet the scheduled deadlines of the Audit Committee, so that they could meet the state mandate for reporting to the report to the State Ed. Dept. by December. Mrs. Davis reminded the Board that they needed to appoint an Auditor soon to comply with state mandates. Mrs. Davis also requested that she be given some information regarding the RFP.

IV. **OLD BUSINESS:**

V. **NEW BUSINESS:**

**Resolved** that the Board of Education of the Bridgehampton UFSD accepts the receipt of the General Purpose Financial Statement and Supplementary Schedules with Independent Auditors’ Report, the Extra Classroom Activity Funds Financial Statement with Independent Auditors’ Report, and the Management Letter, for the period ending June 30, 2007.

Motion: Kotz                      Seconded: Hiscock                      Vote: 5/0

VI. **INVITATION TO VISITORS TO ADDRESS THE BOARD OF EDUCATION ON TOPICS DISCUSSED ABOVE**

**SUPERINTENDENT’S RECOMMENDATIONS:** (Consent Agenda for VII, A, 1-5)

A) **Finance Matters**

1) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts warrant #7 with 87 claims for \$221,321.13; warrant # 8 with 66 claims for \$66,273.67; warrant #9 with 30 claims for \$35,623.22; and warrant #T-2 with 16 claims for \$64,202.26.

Motion: Hiscock                      Seconded: Kotz                      Vote: 5/0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period 07/01/06-06/30/07.

Motion: Hiscock      Seconded: Kotz      Vote: 5/0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Budget Status Report for the period 07/01/07-06/30/08.

Motion: Hiscock      Seconded: Kotz      Vote: 5/0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Treasurer's Report for July 2007.

Motion: Hiscock      Seconded: Kotz      Vote: 5/0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Budget Transfers for the month of September 2007 in the amount of \$20,545.10.

From:

A1240.151 Chief School Administrator-Administrator Salary	\$1,605.00
A1310.151 Business Administration-Administrator Salary	\$2,247.20
A2020.151 Supervision Regular School-Administrator Salary	\$3,076.00
A5510.151 District Transportation-Instructional Salaries	\$ 561.80

Budgeted Administrative salaries were reduced by Board of Education July 2007

A2110.120 Teaching Regular School-Instructional Salaries	\$13,055.10
Salary for First Grade Teacher is less for Leave Replacement Teacher	

**Total:                    \$20,545.10**

To: A2110.470 Teaching Regular School – Tuition	<b>\$20,545.10</b>
Budgeted 5 students at \$50,000 for CDCH Charter School – Actual fee is 5 students at \$54,109.02	

Motion: Hiscock      Seconded: Kotz      Vote: 5/0

## B) Personnel

- 1) **Resignation**

- 2) **Leaves**

- 3) **Assignments (Consent Agenda, VII, B, 1-4 a-f)**

- a) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints Mrs. Mary Nanos, Registered Professional Nurse, as substitute school nurse at a rate of \$25 per hour.

Motion: Hiscock      Seconded: Conti      Vote: 5/0

- 4) **Other**

- a) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the contract with Margaret Smith, OTRL, as a private provider for OT services to parentally placed students with disabilities within the Bridgehampton School District boundaries, from September 11, 2007 to June 30, 2008 at a rate of \$120 per hr; \$90 per forty; and \$60 per thirty minute session, and authorizes the Board President to sign.

Motion: Hiscock      Seconded: Conti      Vote: 5/0

- b) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the contract with Elise Duryea, CCC/SLP, as a private provider for Sp/Language services to parentally placed students with disabilities within the Bridgehampton School District boundaries, from September 11, 2007 to June 30, 2008 at a rate of \$120 per hr; \$90 per forty; and \$60 per thirty minute session, and authorizes the Board President to sign.

Motion: Hiscock                      Seconded: Conti                      Vote: 5/0

- c) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the contract with Shirley Ruch, CCC/SLP, as a private provider for Sp/Language services to parentally placed students with disabilities within the Bridgehampton School District boundaries, from September 11, 2007 to June 30, 2008 at a rate of \$120 per hr; \$90 per forty; and \$60 per thirty minute session, and authorizes the Board President to sign.

Motion: Hiscock                      Seconded: Conti                      Vote: 5/0

- d) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the contract with LuAnn Leno as a private provider for PT services to parentally placed students with disabilities within the Bridgehampton School District boundaries, from September 11, 2007 to June 30, 2008 at a rate of \$120 per hr; and \$82.50 per ½ hr. session, and authorizes the Board President to sign.

Motion: Hiscock                      Seconded: Conti                      Vote: 5/0

- e) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the contract with Lorraine Pepper as a private provider for Special Education Services to parentally placed students with disabilities within the Bridgehampton School District boundaries, from September 11, 2007 to June 30, 2008 at a rate of \$100 per hr. session, and authorizes the Board President to sign.

Motion: Hiscock                      Seconded: Conti                      Vote: 5/0

- d) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the contract with Nancy Karlebach as a private provider for Special Education Services to parentally placed students with disabilities within the Bridgehampton School District boundaries, from September 11, 2007 to June 30, 2008 at a rate of \$80 per hr. session, and authorizes the Board President to sign.

Motion: Hiscock                      Seconded: Conti                      Vote: 5/0

C) **Use of Facilities**

D) **Committee on Special Education**

E) **Other**

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD authorizes a list of surplus items included in the September 10, 2007 Board packet to be discarded in an environmentally safe manner as supervised by Mr. Pryor and Dr. Youngblood.

Motion: Hiscock                      Seconded: Kotz                      Vote: 5/0

**Resolved** that the Board of Education of the Bridgehampton UFSD convenes into an executive session to discuss Personnel and Negotiations matters at 8:15 PM.

Motion: Hiscock                      Seconded: Kotz                      Vote: 5/0

**Resolved** that the Board of Education resumes back into public session at 9:40 p.m.

Motion: Conti                      Seconded: Hiscock                      Vote: 5/0

**Resolved** that the Board of Education of the Bridgehampton UFSD approves the modified schedule requested by Eleanor Swan pursuant to the Family Medical Leave Act pending medical certification and a fully executed Memorandum of Agreement between the District and the Bridgehampton Teachers Association. The Board authorizes the Superintendent of Schools to execute the Memorandum of Agreement on behalf of the District.

Motion: Hiscock                      Seconded: Conti                      Vote: 5/0

**Resolved** that the Board of Education adjourned the meeting at 9:42 PM.

Motion:    Hiscock                      Seconded: Conti                      Vote: 5/0

Respectfully submitted,

Dr. Dianne Youngblood, pro-temp