

**Bridgehampton School District
Board of Education Business Meeting
November 28, 2012
MINUTES**

I. ROUTINE MATTERS

A) The meeting was called to order at 7:04PM by Nicki Hemby, President, with the following people present:
Ron White, JoAnn Comfort (7:11PM), Gabriela Braia, Lillian Tyree-Johnson, Larry LaPointe, Dr. Lois R. Favre (Superintendent), John L. Pryor (Principal), Robert Hauser (School Business Administrator), Jeannine Stallings (District Clerk), Tom Volz (Attorney).

B) Resolved that the Board of Education of the Bridgehampton UFSD approves the revised Proposed BOE Agenda, dated November 28, 2012.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 5-0

C) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the October 24 and 26, 2012 Board Meetings.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 5-0

D) Invitation to visitors to address the Board of Education on agenda items

- 1) Mrs. Kelly presented the Board with a written and verbal request to provide transportation services for the district students who attend McGann-Mercy.
- 2) Ms. Ganza told the Board she is part of a group of people working together to secure district funding for transportation to McGann-Mercy.

E) Communications

- 1) Asplundh Tree Expert
- 2) Nassau-Suffolk School Boards Association – Save the Date

F) Board of Education Discussion Items

1) Athletic Program – Mary Ann Jules

Ms. Jules presented the following to the Board:

- Athletic programs currently available to the Bridgehampton students.
- Percentages of student athletes
- How the programs are chosen through a student survey
- How the shared sports program works
- Section 11 guidelines

2) 8th Grade Trip – Washington DC

Mr. Pryor gave the Board an overview of the annual 8th Grade trip that Mr. Meyer builds into his course curriculum.

3) Senior Trip - Florida

Mr. Holmes updated the Board on the status of the senior trip and methods of fundraising the students were doing. The Board expressed what a great job Mr. Holmes and Ms. Boyd have done as the senior class advisors.

4) Update from Policy Committee

Ms. Hemby and Mr. Pryor discussed the committee minutes with the Board.

5) Update from Audit Committee

Ms. Tyree-Johnson reviewed the Auditors report with the Board

- 6) Update from Budget Committee
Ms. Hemby explained to the Board that the committee is comparing the numbers from the last 2 years. The next meeting is December 12, 2012.
- 7) Update from Safety Committee
Mr. Pryor explained to the Board that the committee is exploring companies and options for replacing the antiquated fire alarm, smoke detector system currently installed in the district buildings. He further explained that the committee will be working on this project with the intention of having the new system reflected in the 2013-2014 budget.
- 8) Update from Facilities and Grounds Committee
Mr. Hauser reported to the Board that the committee was exploring the preliminary status of the Johnson Controls proposal and is discussing with the architects the effect and feasibility of implementation.
- 9) School Calendar and Hurricane Sandy – Dr. Favre
Dr. Favre explained that, after lengthy discussions with area schools officials and the State Education Department, the recommendation for Bridgehampton will be to leave the February break intact and take 2 of the 3 inclement weather days to replenish those days used during Hurricane Sandy.
A resolution is on the agenda for Board approval.

G) Consideration of additional items for the Agenda

II. ANNOUNCEMENTS

- A) December 1, 2012: SAT Exam
Tree Lighting at Hampton Library at 4:00pm
- B) December 6, 2012: Elementary Winter Concert at 7:00pm
- C) December 13, 2012: Secondary Winter Concert at 7:00pm
- D) December 19, 2012:BOE Meeting at 7:00pm
- E) December 20, 2012: Caroling Mini Tour at 11:00am
- F) December 21, 2012: Holiday Luncheon

III.REPORTS

A) Superintendent's Report

- Bridgehampton School was fortunate through Hurricane Sandy- no major damage from the storm, and thankful that our families and community overall fared well. The support of our school community to victims has been wonderful – students went to East Rockaway the day before Thanksgiving to help in the cleanup efforts with David Holmes and other staff members. In addition, the school and outer community has opened their hearts to a family who has been displaced due to the storm, and living in temporary housing in the Bridgehampton area.
- Middle School Teachers will have the second of four sessions on differentiation in the classroom, by Dr. Laura Sagan, a Middle School and Learning strategies specialist.
- Students in grades 6-12 attended anti-bullying sessions earlier in the month – the response from students was positive, and we will have another session on Dec. 7th for 6-7-8, and will follow through with all other students in the new semester.
- Due to missed school – the newsletter will go out later than expected, but we are on it.
- The preschool 3 class will return to the Pre-K building on December 3rd – parents of Pre-K 3 children were called by the District Clerk and Ninfa Boyd to let them know.

- I had my 3rd meeting with the State Education department, this week, to make mundane changes in the APPR report submission. Each time it is something else, but I believe that this will do it (although I believed that the last three times) – none of their request were substantive, and on more than one occasion I was asked to change back something I had been told to change before. I am now working with the same examiner, and we seem to be getting somewhere.
- Mr. Pryor is looking into Driver's Education for the spring semester and we will have a plan in place by the next board meeting.
- Last but not least – and certainly something to celebrate – it is official – Bridgehampton is officially Middle States Accredited!

B) Principal's Report

Mr. Pryor reported on the following:

- Evacuation Drill. This year's drill was more realistic. Students and staff were loaded on busses and off the property in about 3 minutes. At the staged evacuation site, everyone was accounted for in less than 5 minutes. At 1:30pm the go-home early drill began and students were all accounted for in about 30 minutes.
- Honor Roll. Honor and High Honor roll lists are out and there will be an assembly / presentation Friday November 30 at noon in the gymnasium. About 45% of the students are on one of these lists.
- Dominick Grieco, one of our substitute teachers volunteered, along with several Bridgehampton teachers, the basketball team, cheerleaders and many high school students going too Far Rockaway to help with storm damage.
- Ms. Carrie McDermott received her doctorate.

C) Business Administrator's Report

Mr. Hauser reported on the following:

- Main Building. The boilers in the main building are functioning and the tank has been replaced. A recommendation was made by the instillation company to have the water tested for acidity.
- Special Education Building. Furnace is scheduled to be replaced during December break.
- Old Café. Electricians will be removing kitchen appliance electrical conduit. The room will be painted and furniture will be ordered.
- Facility Room. Looking into new kitchenette cabinets, organizing and painting the room.
- Playground. All of the chains on the swings and tire swing have been fixed and/or replaced.
- Business Department. Reviewing the requirements for the employee medical cost and how they are to appear on the annual W-2 forms. Deadline is January 31, 2013.

IV. NEW BUSINESS

The following five (5) resolutions were proposed as a consent agenda by Lillian Tyree-Johnson and second by Ron White with a Vote of 6-0

- A) Resolved** that the Board of Education of the Bridgehampton UFSD appoints Jeff Mansfield as the Budget Advisory Committee community member for the 2012-2013 school year.

Motion: Lillian Tyree-Johnson

Second: Ron White

Vote: 6-0

B) Resolved that the Board of Education of the Bridgehampton UFSD approves the second and final reading of Policy #5440: Drug and Alcohol Abuse and Policy #6700: Purchasing.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

C) Resolved that the Board of Education of the Bridgehampton UFSD approves the surplus (removal or donation) of the items delineated on the list submitted by Sean Sharp.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

D) Resolved that the Board of Education of the Bridgehampton UFSD accepts the donation of two (2) tennis ball baskets, six (6) tennis racquets, and one (1) lobster ball machine made to the Bridgehampton UFSD from Bruce Soloway and SoloVision Productions, Inc.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

E) Resolved that the Board of Education of the Bridgehampton UFSD approves approves a change in the 2012-2013 school calendar to recoup instructional days lost due to Hurricane Sandy:

- Inclement weather days of March 15 and April 19th will be instructional days.
- In the event of the need for future snow days they will be taken as follows: May 24 (inclement weather day), April 1 (last day of Spring break), March 25, 26, 27, 28, and 29.
- In the event of any further days needed, we will use the April 22nd Staff development day as an instructional day.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

V. SUPERINTENDENT'S RECOMMENDATIONS

The following seventeen (17) resolutions were proposed as a consent agenda by Lillian Tyree-Johnson and second by Ron White with a Vote of 6-0

A) Financial Matters

1) Resolved that the Board of Education of the Bridgehampton UFSD accepts the External Audit Report Fiscal Year Ending June 30, 2012 from Cullen & Danowski, LLP.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

2) Resolved that the Board of Education of the Bridgehampton UFSD approves the following budget transfers.

2012/2013 BUDGET TRANSFERS				
FROM ACCT	AMOUNT	TO ACCT	AMOUNT	
A1310.490	\$21,250.00	A1310.160	\$21,250.00	Purchasing Tech

BOCES Business Office Support Services		Non Instructional Salaries – Business Office		Salary
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Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

- 3) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 12 Fund A with 41 Claims in the amount of \$ 73,912.31.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

- 4) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 8 Fund H with 2 Claims in the amount of \$ 6,638.33.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

- 5) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 8 Fund C with 7 Claims in the amount of \$ 2,576.59.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

- 6) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 9 Fund T with 20 Claims in the amount of \$ 6,412.90.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

- 7) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 8 Fund T with 2 Claims in the amount of \$ 1,330.40.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

- 8) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 7 Fund H with 6 Claims in the amount of \$ 16,306.32.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

- 9) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 7 Fund C with 8 Claims in the amount of \$ 4,000.31.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

- 10) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 11 Fund A with 62 Claims in the amount of \$ 192,501.52.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

- 11) Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for October 2012.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

12) Resolved that the Board of Education of the Bridgehampton UFSD accepts the September 2012 Monthly Treasurer's Report.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

13) Resolved that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period 7/1/12-6/30/13.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

14) Resolved that the Board of Education of the Bridgehampton UFSD accepts the Revenue Budget Status Report for the period 7/1/12-6/30/13.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

15) Resolved that the Board of Education of the Bridgehampton UFSD approves the amendment of the Out East Therapy of New York contract to include the provision of Teacher Aid services at a rate of \$27.00 per hour, and authorizes the Superintendent to amend and initiate the contract.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

16) Resolved that the Board of Education of the Bridgehampton UFSD approves the 2012/13 snow removal contract with East End Snow & Ice Management for the plowing and salting of the parking areas and driveways and authorizes the Superintendent to sign the contract. Pricing for these services are detailed in the attached contract.

Motion: Lillian Tyree-Johnson Second: Ron White Vote: 6-0

17) Whereas, subdivision (3) of section 103 of Article 5-A of the General Municipal Law provides, in part, that:

“[i] ... any officer, board or agency of a political subdivision or of any district therein [is] authorized to make purchases of materials, equipment or supplies, when available, through the county in which the political subdivision or district is located or through any county within the state subject to the rules established pursuant to subdivision two of section four hundred eight-a of the county law...;”

And

WHEREAS, subdivision (2) of section 408-a of the County Law provides that “the board of supervisors may, in the case of any purchase contract or any contract for services, other than services subject to article nine of the labor law, ... authorize the inclusion of a provision whereby purchases may be made or such services may be obtained under such contract by any political subdivision or fire company (as both are defined in section one hundred of the general municipal law) or district....;” and

WHEREAS, Suffolk County Resolution 921-2011 authorized political subdivisions and fire companies as defined by General Municipal Law § 100 to use County contracts to purchase natural gas; and

WHEREAS, it is the intention of the County to issue a request for proposals for a gas commodity price manager and a request for bids for the supply of natural gas, and after evaluation of the responses received, the County may award a contract to a natural gas price manager or a natural gas purveyor, or both; and

WHEREAS, it is the desire of the County to have political subdivisions and fire companies participate in the cooperative purchase of the natural gas commodity pursuant to GML § 103(3); County Law § 408-a and Suffolk County Resolution 921-2011; and

WHEREAS, the economic benefits resulting from a collaborative procurement effort and the combined purchasing needs of municipalities participating in the agreement benefits all taxpayers; and

WHEREAS, energy commodity market pricing is subject to frequent “real-time” (minute by minute) change based on free market conditions, and energy marketers will not guarantee pricing included in bid responses for more than a few hours after the official bid opening, therefore making it necessary for Suffolk County representatives to know with certainty which municipalities will participate in a gas purchase agreement and the respective consumption habits of all participants in order to properly evaluate a bid; and

WHEREAS, it is the desire of BRIDGEHAMPTON UNION FREE UNION SCHOOL DISTRICT to participate in the County’s request for proposals for a gas commodity price manager and the request for bids for the natural gas commodity, and to satisfy its natural gas needs via cooperative purchases of the commodity pursuant to the terms and conditions of the natural gas purchase agreement awarded by the County; now therefore be it

RESOLVED, the SUPERINTENDENT and/or his/her designee(s) is hereby authorized, directed and empowered, to cooperate and participate in the County’s request for proposals for a gas commodity price manager and the request for bids for the natural gas commodity, by supplying to the County all necessary information relating to BRIDGEHAMPTON UNION FREE SCHOOL DISTRICT natural gas consumption history and projected consumption needs and such other information as may be necessary for the County to develop complete requests for proposals or bids, or both; and it is further

RESOLVED, the SUPERINTENDENT and/or his/her designee(s) is hereby authorized and empowered, to (i) utilize the services of the natural gas commodity price manager the County may retain to assist with the pricing and procurement of the natural gas commodity, and to (ii) purchase and in fact purchase natural gas for the BRIDGEHAMPTON UNION FREE SCHOOL DISTRICT pursuant to the terms and conditions of any natural gas purchase agreement the County may award; and be it further

RESOLVED, the execution and delivery on behalf of and in the name of the BRIDGEHAMPTON UNION FREE SCHOOL DISTRICT by the SUPERINTENDENT and/or his/her designee(s) of such agreements, instruments and/or authorizations as may be contemplated by, or necessary or advisable to, consummate or otherwise give full effect to the transactions contemplated by this Resolution is hereby authorized and directed as the SUPERINTENDENT and/or his/her designee(s) may approve, and the execution and delivery of such agreements, instruments and/or authorizations shall be

conclusive evidence of the approval, the authorization and the direction thereof by this BOARD OF EDUCATION.

Motion: Lillian Tyree-Johnson

Second: Ron White

Vote: 6-0

B) PERSONNEL

- 1) **Resolved** the Board of Education of the Bridgehampton UFSD approves Mary Johnsen as a Behavioral Consultant, at the pay rate of \$85.00 per hour, not to exceed 48 hours/\$4,080 for the 2012-2013 school year and authorizes the Superintendent to authorize payment.

Motion: Lillian Tyree-Johnson

Second: Ron White

Vote: 6-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Dawn Daniello as a ASPIRE program advisor at the stipend rate of \$5,424.00, effective November 26, 2012 and for the remainder of the school year.

Motion: Lillian Tyree-Johnson

Second: Ron White

Vote: 6-0

- 3) **Resolved** that that the Board of Education of the Bridgehampton UFSD approves Jen Suarez as a ASPIRE program advisor at the stipend rate of \$4,650.00, effective November 26, 2012 and for the remainder of the school year.

Motion: Lillian Tyree-Johnson

Second: JoAnn Comfort

Vote: 6-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints Michael Harrison to the position of Substitute Custodian, at a pay rate of \$15 per hour, effective November 29, 2012.

Motion: Lillian Tyree-Johnson

Second: JoAnn Comfort

Vote: 6-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints Alyssa Christensen to the position of Substitute Teacher, at the pay rate of \$150 per day, effective November 29, 2012.

Motion: Lillian Tyree-Johnson

Second: JoAnn Comfort

Vote: 6-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints Lauren Petrolito to the position of Substitute Teacher, at the pay rate of \$150 per day, effective November 29, 2012.

Motion: Lillian Tyree-Johnson

Second: JoAnn Comfort

Vote: 6-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints John Mannino, Jr. to the position of Substitute Teacher, at the pay rate of \$150 per day, effective November 29, 2012.

Motion: Lillian Tyree-Johnson

Second: JoAnn Comfort

Vote: 6-0

C) COMMITTEE ON SPECIAL EDUCATION

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the recommendation of the Committee on Special Education for Students #1104, #1080 and #10064, and authorizes the Superintendent to arrange for appropriate services.

Motion: Lillian Tyree-Johnson

Second: Ron White

Vote: 6-0

D) BUILDING USE FORM

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Application for Use of School Building submitted by the American Cancer Society Relay for Life – South Fork Planning Committee for use of a café or room from 6:00pm to 9:00pm on December 3, 2012 for a meeting and cookie swap.

Motion: Lillian Tyree-Johnson

Second: Gabriella Braia

Vote: 6-0

VI. ADJOURN at 8:09PM to discuss the personnel history of a particular individual.

Motion: Lillian Tyree-Johnson

Second: JoAnn Comfort

Vote: 6-0

Returned to Public Session at 8:42PM

Resolved that the Board of Education of the Bridgehampton UFSD authorizes the 8th Grade Washington Trip for the 2012-2013 school year, and authorizes the Superintendent to work with advisors to make necessary arrangements.

Motion: JoAnn Comfort

Second: Ron White

Vote: 6-0

Resolved that the Board of Education of the Bridgehampton UFSD approves the 2012-2013 student sponsored senior trip and authorizes payment of bus transportation to and from the airport.

Motion: JoAnn Comfort

Second: Ron White

Vote: 6-0

Adjourn at 8:44PM

Motion: JoAnn Comfort

Second: Ron White

Vote: 6-0

Respectfully Submitted,
Jeannine Stallings
District Clerk