

**Bridgehampton School District
Board of Education Business Meeting
Wednesday, September 30, 2015
Café – 7:00 PM
MINUTES**

I. ROUTINE MATTERS

A) Upon having ascertained the presence of a Quorum and Roll Call, the President called the meeting to order at 7:00PM, followed by the Pledge of Allegiance.

Present: Ron White, Lillian Tyree-Johnson, Jennifer Vinski, Kathleen McClelland, Doug DeGroot, Jeff Mansfield, Dr. Lois R. Favre, Superintendent; Robert Hauser, Assistant Superintendent of Finance & Facilities; Michael Vigliotta, Counsel; Melisa Stiles, District Clerk, Pro Tem

Press: Christine Sampson, *East Hampton Star*; Alisha Steindecker, *The Southampton Press*

Guests: Jill Sanders, Ben Cummings and Orson Cummings, Mike Miller, Aleta Parker

B) Resolved that the Board of Education of the Bridgehampton UFSD appoints Melisa Stiles as District Clerk Pro Tem for the period 9/24/15 through 10/01/15 at her hourly rate.

Motion: L. Tyree-Johnson Second: J. Mansfield Vote: 6-0

C) Resolved that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated September 30, 2015.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 6-0

D) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the September 3, 2015 Special Meeting of the Board of Education.

Motion: L. Tyree-Johnson Second: J. Mansfield Vote: 6-0

E) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the August 26, 2015 meeting of the Board of Education.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 6-0

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

G) Communications

- 1)** Letter from Jeff Mansfield (Board folder & Packet)
- 2)** Jill Sanders, CPA – Auditor from Cullen & Danowski, LLP

H) Board of Education Discussion Items

*Larry LaPointe arrived at 7:19pm

- 1) Ben Cummings and Orson Cumming/Documentary
- 2) Mike Miller – Updates & Ideas
- 3) Strategic Planning Committee
- 4) Safety Committee
- 5) Facilities & Grounds Committee

I) Consideration of additional items for the Agenda

II. ANNOUNCEMENTS

- | | |
|---------------|--|
| A) October 12 | Columbus Day – District Closed |
| B) October 14 | PSAT |
| C) October 16 | East End College Fair-East Hampton High School from 11:00am-12:00pm |
| D) October 16 | Progress Reports Posted |
| E) October 23 | East End Youth Leadership Summit – Suffolk Community College-Riverhead Campus from 8:00am-1:15pm |
| F) October 28 | Board of Education Meeting |

III. REPORTS

A) Superintendent/Principal's Report

Open houses were well received by parents who attended, and as usual, those who attended are the students who always seem to do the right thing!

From the elementary meeting came a request for a survey about clubs that students may be interested in attending – I've put together that survey and it will be circulated to grades K-5 for a return by October 9th.

I attended the New York Council of School Superintendent's conference in Saratoga, this weekend, through Tuesday morning. There were some interesting sessions, but ultimately nothing new.

I met with the BTA in negotiations around the new Annual Professional Performance Review required by the state due to new changes in the law. We continue to negotiate to reach agreement, but do not anticipate being able to do so before the Nov. 1 deadline – as the state hasn't even provided the assessment options so far. We anticipate submitting a hardship waiver prior to November 1st to extend our deadline.

We have completed the NYS template for Safe Schools which is required to be submitted by tomorrow. It is ultimately the same as our previously approved plan (which the board approved in 13/14) and which we review annually. I just cut and pasted most of our information into their plan. Once approved tonight, I will also mail it to local authorities as required.

Through the safety committee we need to identify the location of AEDs on the floor plan, which I'll bring to the next meeting, or request the architect assist with adding them to the plans.

September has been a busy month – but we are off and running- continuing to look for space – which is at a premium- particularly for science labs and computer labs.

B) School Business Administrator Report

Finance:

Assessed Valuation as of September 30 increased over \$200 million. Resident school tax rate actually decreased slightly.

2014/15 Books officially closed & financial statements issued. Great work by Treasurer, Payroll / AP Clerk, Purchasing Tech, Extra Classroom Activity Fund, and Technology

Nov 1 starts the 2016/17 budget process with 0% Tax Cap assumption

Discussed hiring of a P/T Food Service Worker & P/T Custodian

Facilities:

Gym - ceiling faux paint/stain, wall padding, and banners.

Masonry Sealer

Robotics Club area

District Office rear deck

D.O., PPS, MS electric upgrade

IV. NEW BUSINESS

***Consent agenda, Items 1-5**

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 7- 0

1) Resolved that the Board of Education of the Bridgehampton UFSD approves the August 26, 2015 Surplus List submitted by Michael Miller.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 7- 0

2) Resolved that the Board of Education of the Bridgehampton UFSD approves the September 18, 2015 Surplus List submitted by John Daniels.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 7- 0

3) Resolved that the Board of Education of the Bridgehampton UFSD approves the second reading of policies: #1800 Donations, Gifts & Grants to the District; #5140 Entrance Age; #5150 School Admissions; #5300.60 Student Searches & Interrogations; #5420 Student Health Services and #5420-R Student Health Services Regulation.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 7- 0

- 4) Resolved** that the Board of Education of the Bridgehampton UFSD rescinds the resolution of the August 26, 2015 Board Meeting, approving the appointment of Donald Kast as a contractor for the Driver Education Classroom Instructor at a rate of \$65.00 per hour not to exceed 50 hours for the Fall of 2015 and authorizes the Superintendent to sign the contract.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 7- 0

- 5) Resolved** that the Board of Education of the Bridgehampton UFSD appoints Donald Kast as a contractor for the Driver Education Classroom Instructor at a rate of \$65.00 per hour not to exceed 50 hours; and as a contractor for Laboratory Instructor Services at a rate of \$25.00 per hour, not to exceed 65 hours for the Fall of 2015 and authorizes the Superintendent to sign the contract.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 7- 0

- 6) Resolved** that the Board of Education of the Bridgehampton UFSD appoints Elizabeth W. Kotz as the Audit Committee Chairperson for the 2015-2016 school year as outlined in the Board of Education policy #6690.

Motion: L. Tyree-Johnson Second: J. Mansfield Vote: 7-0

***Consent Agenda, Items 7-10**

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

- 7) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Instructional Technology Plan for 2015-2016 and authorizes the Superintendent to submit the plan to BOCES as required.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

- 8) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Special Education Services Agreement with the Riverhead Central School District for the period of September 1, 2015 through June 30, 2016 and authorizes the Board President to sign the contract.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

- 9) Resolved** that the Board of Education of the Bridgehampton UFSD approves the September 30, 2015 Surplus List submitted by Sean Sharp.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

10) Resolved that the Board of Education of the Bridgehampton UFSD approves the required NYS School Response to Emergency Plan that will be reviewed and updated annually as required.

Motion: L. Tyree-Johnson

Second: J. Vinski

Vote: 7-0

V. SUPERINTENDENT'S RECOMMENDATIONS

A. Financial Matters

*Consent Agenda, Items A1 – A3; A5 – A27.

Motion: L. Tyree-Johnson

Second: J. Vinski

Vote: 7-0

1) Whereas, the Board of Education of the Bridgehampton UFSD, in determining the appropriateness of its reserves, resolves to transfer from its unassigned fund balance to the retirement contribution reserve in the amount of \$85,000 effective June 30, 2015.

Motion: L. Tyree-Johnson

Second: J. Vinski

Vote: 7-0

2) Whereas, the Board of Education of the Bridgehampton UFSD, in determining the appropriateness of its reserves, resolves to transfer from its unassigned fund balance to the Five-Year Plan Capital reserve in the amount of \$672,262 effective June 30, 2015.

Motion: L. Tyree-Johnson

Second: J. Vinski

Vote: 7-0

3) Whereas, the Board of Education of the Bridgehampton UFSD accepts the External Audit Report for the fiscal year ending June 30, 2015 from Cullen & Danowski LLP.

Motion: L. Tyree-Johnson

Second: J. Vinski

Vote: 7-0

4) Resolved that the Board of Education of the Bridgehampton UFSD establishes the following rates of tuition for parentally-placed individual students eligible to attend in accordance with non-residency policy #5152 for the 2015-2016 school year:

Pre-Kindergarten, 3 year old, Half Day	\$3,000 (subject to available space)
Pre-Kindergarten, 3 year old, Full Day	\$5,000 (subject to available space)
Pre-Kindergarten, 4 year old, Half Day	\$3,000 (subject to available space)
Pre-Kindergarten, 4 year old, Full Day	\$5,000 (subject to available space)

Be It Resolved Districts sending pupils with handicapped conditions will pay as per the Seneca Falls formula currently estimated at:

- \$55,000 Resource Room only (same as Charter School rate)
- \$62,000 Resource Room and up to two related services or full inclusion class

- \$69,000 Special Class, resource room and related services (or any combination with three or more related services)

Be It Further Resolved Districts sending pupils without handicapping conditions will pay the contracted amount.

Student	Grade	Fee
Luka Pisano	Pre-K 3 – full day	\$5,000.00
Student # 10283	2 (Riverhead student)	\$69,000.00 per Agreement dated September 30, 2015

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 7-0

5) Resolved the Board of Education of the Bridgehampton UFSD accepts the following budget transfers.

2015/2016 BUDGET TRANSFERS				
FROM ACCT	AMOUNT	TO ACCT	AMOUNT	REASON
A2110.160 Teacher Aides	\$55,080.78	A2110.120 K-6 Teachers	\$15,885.80	Teacher Aides who became Teacher Assistants; Regular Summer Program; New Aides
A2250.400 Programs Students w/Disabilities - Contractual	\$146,459.33	A2250.160 Programs Students w/Disabilities – Salaries	\$170,712.40	
		A2330.150 Teaching Special Schools – Salaries	\$14,941.91	

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

6) Resolved the Board of Education of the Bridgehampton UFSD accepts the following budget transfers.

2014/2015 BUDGET TRANSFERS				
FROM ACCT	AMOUNT	TO ACCT	AMOUNT	REASON

A2020.400 Supervision of Regular School - Contractual	\$20,142.02	A1040.165 District Clerk Overtime	\$793.67	Final transfers per Auditor adjustments
		A1310.160 Non-instructional Salaries	\$896.19	
		A1325.165 Treasurer Overtime	\$171.43	
		A1620.165 Overtime	\$307.88	
		A2810.150 Instructional Salaries	\$713.48	
		A2855.150 Instructional Salaries	\$2,402.22	
		A9089.800 Compensated absences, benefits	\$7,500.00	
		A9901.950 Transfer to Special Aid Fund	\$7,357.15	

Motion: L. Tyree-Johnson

Second: J. Vinski

Vote: 7-0

- 7) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #8 Fund A with 43 Claims in the amount of \$102,508.85.

Motion: L. Tyree-Johnson

Second: J. Vinski

Vote: 7-0

- 8) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #9 Fund A with 4 Claims in the amount of \$8,498.58.

Motion: L. Tyree-Johnson

Second: J. Vinski

Vote: 7-0

- 9) Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund H with 5 Claims in the amount of \$18,495.43.

Motion: L. Tyree-Johnson

Second: J. Vinski

Vote: 7-0

10)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund T with 5 Claims in the amount of \$22,353.33.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

11)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #10 Fund A with 40 Claims in the amount of \$138,652.20.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

12)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #11 Fund A with 4 Claims in the amount of \$1,763.11.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

13)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund C with 1 Claim in the amount of \$1,053.67.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

14)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund H with 3 Claims in the amount of \$11,869.80.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

15)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #5 Fund H with 1 Claim in the amount of \$11,424.00.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

16)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #5 Fund T with 8 Claims in the amount of \$22,592.82.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

17)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #12 Fund A with 52 Claims in the amount of \$111,649.65.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

18)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #13 Fund A with 1 Claim in the amount of \$219.57.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

19)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #5 Fund C with 9 Claims in the amount of \$4,512.10.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

20)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund C with 2 Claims in the amount of \$0.00.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

21)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #6 Fund H with 5 Claims in the amount of \$10,536.24.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

22)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #7 Fund H with 1 Claim in the amount of \$57.50.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

23)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #6 Fund T with 14 Claims in the amount of \$77,871.30.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

24)Resolved that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for August 31, 2015.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

25)Resolved that the Board of Education of the Bridgehampton UFSD accepts the Monthly Treasurer's Report dated July 31, 2015 and August 31, 2015.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

26)Resolved that the Board of Education of the Bridgehampton UFSD accepts the Revenue Budget Status Report for the period 07/01/15 - 08/31/15.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

27)Resolved that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period 07/01/15 – 08/31/15.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

28)Resolved that the Board of Education of the Bridgehampton UFSD accepts the donation of \$1,000.00 from the Bridgehampton School Foundation as awarded by The 2015 Town of Southampton Human Services/Cultural Arts and Recreation Grant to be used for the District's afterschool ASPIRE program supplies.

Motion: L. Tyree-Johnson Second: J. Mansfield Vote: 7-0

B) PERSONNEL

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves staff for clubs and advisory positions (stipends as indicated on the attached list) as per BTA contract, for the 2015-2016 school year.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 7-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Elizabeth Flanagan as a school nurse for 1.75 hours per day at her hourly rate of \$53.856 for the ASPIRE program.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 7-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Michael Miller to serve on the Wellness Committee for the 2015-2016 school year.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Lauren Sebor and Danielle Doscher for a total of 6 additional hours for PBIS Kick-Off planning, effective August 24, 2015 per the BTA Contractual rate.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 7-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD approved Kevin McConville and Joe Zucker as volunteer assistant basketball coaches for the 2015-2016 school year.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 7-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD approves David Holmes to teach one extra period daily, paid at the BTA contractual rate, due to the loss of the Family & Consumer Science Teacher for the 2015-2016 school year, effective September 8, 2015.

Motion: L. Tyree-Johnson Second: J. Mansfield Vote: 7-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the letter of resignation from Christina Cassel as a Family & Consumer Science Teacher, effective September 4, 2015.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 7-0

- 8) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Belinda Griffiths as a Certified Teacher Substitute for the 2015-2016 school year at daily rate of \$125, effective September 18, 2015.

Motion: L. Tyree-Johnson Second: J. Mansfield Vote: 7-0

- 9) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Maylyn Zeesman as a Teacher Aide Substitute for the 2015-2016 school year at daily rate of \$100, effective September 21, 2015.

Motion: L. Tyree-Johnson Second: K. McClelland Vote: 7-0

10)Resolved that the Board of Education of the Bridgehampton UFSD approves Kaitlin Cooper as a Certified Teacher Substitute at the daily rate of \$125, pending certification and as Teacher Aide Substitute at daily rate of \$100, effective September 22, 2015 for the 2015-2016 school year.

Motion:L. Tyree-Johnson Second: K. McClelland Vote: 7-0

11)Resolved that the Board of Education of the Bridgehampton UFSD approves Mary K Larsen as a Teacher Aide Substitute for the 2015-2016 school year at daily rate of \$100, effective September 22, 2015.

Motion: L. Tyree-Johnson Second: J. Mansfield Vote: 7-0

12)Resolved that the Board of Education of the Bridgehampton UFSD approves Karen Cachion as a Teacher Aide Substitute for the 2015-2016 school year at daily rate of \$100, pending fingerprint clearance.

Motion: L. Tyree-Johnson Second: J. Vinski Vote: 7-0

13)Resolved that the Board of Education of the Bridgehampton UFSD approves Henry Meyer to plan and deliver a technology in-service course to teachers at a rate of \$3,000.00 for 30 hours.

Motion: J. Vinski Second: L. Tyree-Johnson Vote: 7-0

14)Resolved that the Board of Education accepts the resignation of Gerry Reilly as Guidance Secretary effective October 7, 2015.

Motion: J. Vinski Second: L. Tyree-Johnson Vote: 7-0

15)Resolved that the Board of Education of the Bridgehampton UFSD approves Marith McMahon as a Substitute Teacher for the 2015-2016 school year at a daily rate of \$125, effective September 30, 2015.

Motion: J. Vinski Second: J. Mansfield Vote: 7-0

16)Resolved that the Board of Education of the Bridgehampton UFSD approves the following teachers to provide after school instruction at the BTA home tutoring rate for the months of October 2015 through June 2016:

- Patrick Aiello
- Ken Giosi
- Jeffrey Neubauer

Motion: J. Vinski Second: K. McClelland Vote: 7-0

17)Resolved that the Board of Education of the Bridgehampton UFSD approves the following teachers to provide after school instruction at the BTA home tutoring rate for the 2015-2016 school year:

- Nancy Bagshaw
- Danielle Doscher
- Jennifer Maldonado
- Steve Meyers
- Lauren Sebor

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

18)Resolved that the Board of Education of the Bridgehampton UFSD hereby approves the Alternative High School Memorandum of Agreement with the Bridgehampton Teachers Association dated September 30, 2015, and authorizes the Superintendent to sign the Agreement.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

19)Resolved that the Board of Education of the Bridgehampton UFSD hereby approves the ASPIRE Nurse Memorandum of Agreement with the Bridgehampton Teachers Association dated September 30, 2015, and authorizes the Superintendent to sign the Agreement.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

C) BUILDING USE REQUESTS

1) Resolved that the Board of Education of the Bridgehampton UFSD approves the Facilities Use Request from the Environmental Club for use of the greenhouse, baseball field and outdoor basketball court for the Back to School BBQ on September 18, 2015 from 3:00pm until 7:00pm.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

2) Resolved that the Board of Education of the Bridgehampton UFSD approves the Facilities Use Request from JKA Hamptons for use of the Music Building for the Karate Program on Tuesdays and Thursdays from September 30 through December 15, 2015, from 2:45pm – 4:30pm.

Motion: J. Vinski

Second: L. Tyree-Johnson

Vote: 7-0

3) Resolved that the Board of Education of the Bridgehampton UFSD approves the Facilities Use Request from Ron White and Carl Johnson for use of the Gym for workout and

basketball practice from September 15, 2015 through February 28, 2016 from 6pm until 9pm, or as gym is available.

Motion: J. Vinski

Second: L. LaPointe

Vote: 7-0

- 4) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Facilities Use Request from the Wellness Committee to work in the garden on October 11, 2015 from 12:00pm until 5:00pm.

Motion: J. Vinski

Second: J. Mansfield

Vote: 7-0

D) 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: #10341, #658, #10379, #10374, #10367, #10363, & #972.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

VI. ADJOURN at 9:02 PM to Executive Session to discuss personnel matters with counsel.

Motion: J. Vinski

Second: K. McClelland

Vote: 7-0

Respectfully submitted,

Melisa Stiles
District Clerk Pro Tem