

**Bridgehampton Union Free School District
Board of Education Business Meeting
Wednesday, August 26, 2020
6PM – Virtual Meeting via: Google Meet
MINUTES**

I. ROUTINE MATTERS

- A)** Upon having ascertained the presence of a Quorum and Roll Call, the President called the meeting to order at 6:02PM, followed by the Pledge.

Present: Ronald White, President; Lillian Tyree-Johnson, Vice President; Trustees: Jennifer Vinski, Kathleen McClelland, Markanthony Verzosa, Carla Lillie; Robert Hauser, Superintendent; Michael Miller, Principal; Michael Cox, Assistant Principal; Dr. Angela Austin, Director of PPS & ENL; Jennifer Coggin, School Business Administrator; Sean Sharp, Director of Technology; Tammy A. Cavanaugh, District Clerk.

Absent: Doug DeGroot, Trustee

Counsel: Michael Vigliotta, Esq.; Joshua Shteierman, Esq of the Law Offices of Thomas M. Volz, PLLC

Staff: Jessica Rodgers and Christine Guastella

Guests: Nick Amoruso, Robert Caliendo and Chuck Quinn of School Construction Consultants; John M. Grillo, JAG Architect

- B) Resolved** that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated August 26, 2020.

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

- C) Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the August 21, 2020 Special Meeting of the Board.

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 July 29, 2020 Business Meeting of the Board.

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

- E)** Invitation to the Public: The public at this time is cordially invited to bring before the Board any comments, questions or concerns.

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

- G)** Communications (As needed, copies will be mailed/emailed to Board members)

- 1)** Thank you from Bridgehampton Child Care & Recreational Center

H) Board of Education Discussion Items

- 1) Nick Amoruso & Robert Caliendo/School Construction Consultants – Project Updates
- 2) John M Grillo/JAG Architect
 - (a) Stalco Change Order #1
 - (b) Project Update
- 3) RTI Presentation – Michael Cox, Jessica Rodgers & Christine Guastella

I) Consideration of additional items for the Agenda

II. ANNOUNCEMENTS

- | | |
|---------------------|--|
| (a) September 7 | Labor Day – District Closed |
| (b) September 8 & 9 | Superintendent’s Conference Days (virtual) |
| (c) September 10 | First day of school for students |
| (d) September 23 | Board of Education Meeting – 6PM |
| (e) September 28 | Yom Kippur – No Classes; District Open |

III. REPORTS

A) Superintendent Report

There are 15 days until school starts on September 10 not that anyone is counting. Every year our dedicated staff make sure the classrooms, offices, common areas, and grounds are ready for students and staff to safely return. I am confident this year will be no different even with the new SED & DOH guidelines and the ongoing construction project. There are many daily obstacles and challenges however we all manage to come together to get it done.

Yesterday I sent an email where instead of saying “conclusion” I inadvertently misspelled and mentioned “concussion.” That may be the best way to describe how many of us are functioning right now; we want the concussion to end.

Our enrollment is 218 however that continues to fluctuate daily.

Pre K - 10

K - 17

1st - 14

2nd - 17

3rd - 16

4th - 14

5th - 21

6th - 17

7th - 14

8th - 18

9th - 17

10th - 17

11th - 11

12th - 14

Reopening of School Plan - we continue to follow our NYSED and DOH approved plan while evaluating a number of variables and concerns. We have been told DOH guidance supersede SED Guidance which has created considerable confusion. We met with parents and students on three separate occasions and once with staff. Our Reopening of School Task Force Committee

meets tomorrow morning at 8am. There are thirteen categories we will continue to discuss and evaluate.

1. Health & Safety of our students and staff as well as all other stakeholders.
2. School Facilities
3. Child Nutrition
4. Transportation
5. Social-Emotional Well Being of our Students and Staff
6. School Schedules
7. Budget and Fiscal Matters and Economic Overview
8. Attendance and Chronic Absenteeism
9. Technology and Connectivity
10. Teaching and Learning including career and technical education, extracurricular activities, and athletics
11. Special Education
12. Bilingual Education and World Languages
13. Staffing and Human Resources

Thank you to the members of the reopening committee task force and the administrative team of Dr. Austin, Ms. Coggin, Mr. Miller, and Mr. Cox for the endless time and effort to interpret and understand the numerous guidelines, listen and communicate with various stakeholders to devise a comprehensive plan that will work for our students, staff, and community.

We have been in communication with our loyal neighbors at the Bridgehampton Childcare and Recreation Center (namely Bonnie, Shanae, and Robert) as well as the Hayground School and now the Ross School with the reopening of their campus on Butter Lane for grades K-2.

Upcoming Superintendent Conference Days - Tuesday, 9/8 and Wednesday, 9/9 which will be virtual and will start off with our Health & Safety Consultant, Brian Graham, addressing health and safety guidelines and protocols followed by social emotional crisis training, and then training sessions in various Google applications.

Thank our volunteers (Aleta Parker, Milena White, Simone Sooklall, Faye Gholson, Ron White, and Dan Pacella) for continuing the weekly summer meal program to support our students and their families. The program will continue as part of our reopening plan especially for our 7-12 grade students.

Remind all staff and visitors to answer the required daily health screening questionnaire before entering a district building. The form only has to be completed once daily.

M.Cox, Assistant Principal - to speak briefly about our School Participation Rate Plan (Resolution on Page 2 #2)

B) Principal Report

1. Survey from Section XI:

As you may be aware, the Governor announced that low-risk sports may begin practicing with a start date of September 21. As per the Governor, this includes Cross-Country, Field Hockey, Soccer, Swimming, Tennis and Volleyball. Football can practice, but cannot play games until at least 10/19. Unfortunately, the NFHS identifies soccer, tennis, swimming

relays (not individual events) and volleyball as “moderate risk” sports. In addition, NFHS identifies football as “high risk.” Therefore, the guidance is already inconsistent.

The Nassau Superintendents weighed in last week recommending a hard no on the idea of starting Fall sports over concerns of cross contaminating cohorts, complicating contact tracing considerations, etc. Their recommendation is to push back the sports and delay the start.

Section XI is seeking feedback from Superintendents on this issue. In order to help Section XI in decision making, please complete the one-question survey at the link below:

2. Admin team met with Hayground and BCCC to discuss the reopening plan.
3. The District Comprehensive Improvement Plan (DCIP) Plan was sent to the state, we will present at the conference day.
4. Additional State Guidance-4 forums last week. 3 public meetings including an ENL one completed by Ms. Boyd. One forum for staff members.
5. Distance learning commitment- Friday August 28th
6. I-Tutor meetings
7. Splitting of the cohorts/Elementary School- met with each grade level.
8. Posting of three potential positions.
9. Envision & RTI Direct Administrative training
10. School Calendar- November 3 and May 27th

C. Director of PPS & ENL Report

- ESY program closed mid-August. The program was extremely successful and all students participated.
- There have been several new entrants this summer of students with IEPs
- On the agenda there is a resolution to hire 2 classroom/1:1 Aides for students in the district.
- Scheduling of related services providers is underway.
- Planning for all-staff training is set for Superintendent Conference Day.

D. School Business Administrator Report

- Mike Drance, our NYSIR representative, is scheduled to come here 9/15/20 for our annual insurance inspection. He will be inspecting the boiler and electrical rooms, and the exterior of the buildings and grounds.
- Our auditors and accountants are tying loose ends.
- Our TAN application is underway – they are mailing the official statement on 9/8, the sale date will be 9/16 and the close should be 9/29.
- You will see on page 4 a budget transfer to appropriate the correct account code. This is because we had originally budgeted for 20/21 for Jen Suarez to become a full time art teacher. That did not occur and she remains a split TA/ Teacher so funds need to be transferred back to the TA code from the Teacher code.
- Status of the 20 % State Aid Cut
- Status of the 19/20 financial audit
- Upcoming transportation request for proposals due 10am tomorrow
- Summer food service program ends today and regular school year food service program starts next wed with no changes or interruptions.
- Records Retention Project - continuing to scan and store all school records in digital format over the next 24 months.

- Annual State Financial Reporting (i.e. ST-3) process has begun and all reports due by BEDs day in October
- Final Tax Levy Due to the Town by October 1

IV. NEW BUSINESS

*CONSENT AGENDA, ITEMS 1 & 2

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 1) **Be it resolved** by Board of Education of the Bridgehampton UFSD that Retention and Disposition Scheduled for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and contained legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

Be it further resolved, that in accordance with Article 57-A:

- a) Only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;
- b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 2) **WHEREAS**, pursuant to Section 100.21 of the Regulations of the Commissioner the Bridgehampton Union Free School District is required to analyze the percentage of students enrolled during a test administration period to assess whether the test administration rate has improved; and

WHEREAS, when the test administration rate is less than 95%, and when the participation rate has failed to improve for two consecutive years, the District is required to develop and adopt a participation rate improvement plan for each applicable group and/or subgroup; and

WHEREAS, the District has determined that a participation rate improvement plan is required for (i) all students, (ii) economically disadvantaged students, and (iii) Hispanic students.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Bridgehampton UFSD hereby adopts the following plans: (i) 2020-21 Participation Rate Improvement Plan – Hispanic, (ii) 2020-21 Participation Rate Improvement Plan – Economically Disadvantaged, and (iii) 2020-21 Participation Rate Improvement Plan – All Students.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

V. SUPERINTENDENT'S RECOMMENDATIONS

A) FINANCIAL MATTERS

*CONSENT AGENDA, ITEMS A1-28

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

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the agreement with Nardy Pest Control for the 2020-2021 school year and authorizes the Superintendent to sign the contract.

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

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the agreement with Mickey's Carting for the 2020-2021 school year and authorizes the Superintendent to sign the contract.

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

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the agreements with the following software programs for the 2020-2021 school year and authorizes the Superintendent to execute the individual agreements on behalf of the District, pending Counsel's review:

Code.org
Discovery Education, Inc.

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

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the donation from the Bridgehampton School Foundation in the amount of \$4,808.72 for the purchase of Chromebooks.

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

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for July 31, 2020.

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

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period of 07/01/20- 07/31/2020.

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

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Status Report for the period of 07/01/20 – 07/31/2020.

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

8) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund A with 23 Claims in the amount of \$230,781.13.

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

9) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund C with 3 Claims in the amount of \$6,071.14.

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

10) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund F with 2 Claims in the amount of \$344.19.

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

11) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund H with 1 Claim in the amount of \$2,966.10.

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

12) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund H with 5 Claims in the amount of \$161,068.20.

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

13) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund T with 8 Claims in the amount of \$20,677.97.

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

14) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund A with 30 Claims in the amount of \$217,845.71.

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

15) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund H with 6 Claims in the amount of \$598,277.14.

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

16) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #5 Fund H with 1 Claim in the amount of \$5,000.00.

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

17) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund F with 3 Claims in the amount of \$19,776.40.

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

18)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund C with 3 Claims in the amount of \$2,635.91.

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

19)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund T with 6 Claims in the amount of \$19,766.30.

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

20)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #1 Fund TE with 5 Claims in the amount of \$3,292.26.

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

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

2020/2021 BUDGET TRANSFERS				
FROM ACCT	AMOUNT	TO ACCT	AMOUNT	REASON
A2250.150 Instructional Salaries	\$20,917.20	A2250.151 Teacher Assistant Salaries	\$20,917.20	To cover negative account balance due to teacher employment change

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

22)Resolved that the Board of Education of the Bridgehampton UFSD hereby approves the change order submitted by Stalco Construction, Inc. in the amount of \$208,989.00 concerning SED Project No. 580909020001016 and authorizes the Board President to sign the agreement.

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

23)Resolved that the Board of Education of the Bridgehampton UFSD hereby rescinds the approval of Student ID#10515 from Item Financial Matters A-21 on the July 29, 2020 Board of Education meeting agenda.

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

24) Resolved that the Board of Education of the Bridgehampton UFSD approves the 2020/21 registration of the following non-resident students and authorizes the Superintendent to advise families of acceptance, and set up billing as per Board policy.

Student's Id	Gr(20-21)	Fee (20-21)
10631	1st	\$ 6,500
10316	5th	\$17,500
10317	4th	\$55,000
10515	12th	\$55,000

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

25) Resolved that the Board of Education of the Bridgehampton UFSD approves the following health services agreements between the District and the non-public school listed below for the purpose of providing health services for children residing outside the Bridgehampton school district and attending the nonpublic schools located in the District for the 2020-2021 school year and authorizes the Superintendent to execute and sign the contract.

- Ross Lower School

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

26) Resolved that the Board of Education of the Bridgehampton UFSD approves the following transportation contracts with Sag Harbor UFSD and authorizes the Board President and Superintendent to execute the contract:

- Our Lady of the Hamptons \$22,662.00
- Lower Ross/Hayground \$27,526.00
- Upper Ross \$26,525.00
- HB Ward \$38,789.00

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

27) Resolved that the Board of Education of the Bridgehampton UFSD approves the supplemental transportation contract with Sag Harbor UFSD for the 2019/2020 school year due to COVID-19 and authorizes the Board President to execute the contract.

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

28) Resolved that the Board of Education of the Bridgehampton UFSD approves the Addendum to the June 3, 2020 Consultant Agreement with PLC & Associates and authorizes the Superintendent to execute the agreement.

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

B) PERSONNEL

***CONSENT AGENDA, ITEMS B1-B13**

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

1) Resolved that the Board of Education of the Bridgehampton UFSD approves Hamra Ozsu for 14 hours of professional development related to the new math and ELA curriculum to be paid at the non-instructional rate per the BTA contract.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

2) Resolved that the Board of Education of the Bridgehampton UFSD approves the Memorandum of Agreement with the Bridgehampton UFSD Civil Service Employees Association, Inc. (CSEA), dated July 30, 2020 regarding the Teacher Aide Grievance and authorizes the Board President to sign the agreement.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

3) Resolved that the Board of Education of the Bridgehampton UFSD approves the appointment of Alissa Blydenburgh as a Teacher Aide to be paid at an annual rate of \$26,750, effective September 10, 2020, pending the completion of HR paperwork.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

4) Resolved that the Board of Education of the Bridgehampton UFSD approves the appointment of Alexandra Colonna as a Teacher Aide to be paid to be paid at an annual rate of \$26,750, effective September 10, 2020, pending the completion of HR paperwork.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

5) Resolved that the Board of Education of the Bridgehampton UFSD hereby appoints Joseph Jenkins as Custodial Worker III, effective Thursday, August 20, 2020 and approves the memorandum of agreement concerning such appointment, and authorizes the Superintendent to execute the memorandum of agreement.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

6) Resolved that the Board of Education of the Bridgehampton UFSD hereby appoints Beatrice Gholson as Lead Food Service Worker, effective Thursday, August 20, 2020 and approves the memorandum of agreement concerning such appointment, and authorizes the Superintendent to execute the memorandum of agreement.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

7) Resolved that the Board of Education of the Bridgehampton UFSD accepts the resignation of Dr. Angela Austin as Director of PPS & ENL, effective end of day on Friday, September 11, 2020.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

8) Resolved that the Board of Education of the Bridgehampton UFSD accepts the resignation of Gemma Solomos as an Office Assistant, effective end of day on Wednesday, September 2, 2020.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 9) **Resolved** that the Board of Education of the Bridgehampton UFSD approves payment of Teacher Aides should they choose to attend the non-mandatory Superintendent's Conference Days scheduled for Tuesday and Wednesday, September 8 & 9, 2020 at their individual per diem rate.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 10) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the termination of Maxwell Spooner as a part-time Horticultural Worker II, effective end of day, Wednesday, August 26, 2020.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 11) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the appointment of Maxwell Spooner as a part-time Horticultural Worker, not to exceed 17.5 hours per week at an hourly rate of \$20.03 with an effective date of Thursday, August 27, 2020.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 12) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Memorandum of Agreement with the CSEA concerning a modified work week and work days during certain holiday breaks and authorizes the Superintendent to sign the agreement.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

- 13) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Jennifer D. Brock as a Teacher Substitute for the 2020/2021 school year at the daily rate of \$150, pending completion of HR paperwork.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

C) COMMITTEE ON SPECIAL EDUCATION

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the recommendations of the Committee for Special Education for Students #10521, #10615, #10297, #10500, #10617 and authorizes the Superintendent to arrange for appropriate services.

Motion: L. Tyree-Johnson Second: M. Verzosa Vote: 6-0

VI. **Invitation to the Public:** The public at this time is cordially invited to bring before the Board any comments, questions or concerns.

VII. **MOTION TO ADJOURN at 8:08PM** to Executive Session to discuss personnel matters with counsel.

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

VIII. **MOTION TO RETURN TO Public Session at 10:46PM.**

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

IX. MOTION TO ADJOURN at 10:47PM.

Motion: K. McClelland

Second: M. Verzosa

Vote: 6-0

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tammy A. Cavanaugh". The signature is written in a cursive style with a large, looping initial "T".

Tammy A. Cavanaugh
District Clerk