

**Bridgehampton School District
Board of Education Business Meeting
May 30, 2012
Middle School at 7:00 PM
MINUTES**

I. ROUTINE MATTERS

A) Call to Order at 7:05PM by Nicki Hemby, President, with the following people present: Elizabeth Kotz, Larry LaPointe, JoAnn Comfort, Doug DeGroot, Ron White (7:07PM), Dr. Lois R. Favre (Superintendent), John L. Pryor (Principal), Robert Hauser (School Business Administrator), Jeannine Stallings (District Clerk), Tom Volz (Attorney), Michael Vigliotta (Attorney)

B) Resolved that the Board of Education of the Bridgehampton UFSD approves the revised Proposed BOE Agenda, dated May 30, 2012.

Motion: Elizabeth Kotz

Second: JoAnn Comfort

Vote: 5-0

C) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the May 8, 2012 and May 22, 2012 Board Meetings.

Motion: Elizabeth Kotz

Second: JoAnn Comfort

Vote: 6-0

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

E) Communications

F) Board of Education Items

1) Update from the Audit Committee

Mrs. Kotz reported that the Committee is in the process of rescheduling interviews with the 2 firms

2) Update from the Strategic Planning Committee

Dr. Favre reported that the Committee was present for the Middle States verbal report and they are waiting to receive the final report so they can review it.

3) Update from the Policy Committee

Minutes are attached from the May 7, 2012 meeting.

Workshop that was tabled on May 22 has been rescheduled for June 13, 2012 at 5:00pm. Dr. Favre stated that information will be posted on the website; the press will receive information and will be an open meeting.

4) Update from the Safety Committee

Mr. Pryor reported that numerous lights / light fixtures were loose and some fell and broke. This is a result of all the construction over the last year. Mr. Pryor had the custodians go through the school and tighten all the light fixtures.

Mr. Pryor stated that there is one more fire-drill left to complete for the school year. He also explained that the current bell system is antiquated and not sufficient. Mr. Hauser has been tasked with researching a new system and the costs associated.

5) Update from the Facilities and Grounds Committee

Mr. Hauser stated that the Cafeteria project / renovation will begin on or about July 1, 2012.

Mr. Hauser also stated that the plans for the deer fencing are being finalized.

Mr. White mentioned that the Committee also inspected the Pre-K building with regards to the smell. The Committee consensus is that there is not proper ventilation under the building and that the windows are not draining properly. Mr. White also stated that the Committee discussed the front exterior of the school and the possibility of having a copper shield designed to replicate a drain in order to hide the exposed wires.

Mr. Hauser stated that after examining the roof and cupola that it is in need of repair and a RFP/Bid notification has been placed in the designated newspapers.

6) Consideration of the Re-Organization Meeting date change

The Board decided to hold the Re-Organization Meeting on July 11, 2012 at 7:00pm.

G) Consideration of additional items for the Agenda

Mrs. Hemby proposed adding the McGann-Mercy transportation to the agenda to full-fill the promise made to those parents who attended the previous meeting.

Mr. Hauser reported the following area transportation methods:

- Montauk: waiting for a response but believes they use a taxi
- East Hampton: does not provide any transportation and abides by the 15 mile law
- Springs: waiting for an answer, but does not think there is any transportation offered
- Southampton: they are willing to send their bus to a designated drop-off in the morning but it is not available in the afternoon
- Sag Harbor: they use their District owned bus that stops at HB Ward first, then on to McGann-Mercy. They offer it as a courtesy to the students

Mrs. Kotz inquired about the state of the legislation to change the 15 mile to 25 mile but was informed that the change has not passed yet.

Mr. Volz stated to the Board that the Board does not have the authority to alter the 15 mile radius that authority comes from the voting community.

Discussion ensued.

Mr. Volz clarified that the Board can initiate a proposition changing the 15 mile radius but that the voters would be the ones deciding

The Board decided that Dr. Favre, in conjunction with Council, will prepare a written response to those parents who have formally made the written request with regard to transportation to the Board.

II. ANNOUNCEMENTS

- A)** June 1, 2012: Senior Citizen Luncheon
- B)** June 5, 2012: Field Day K-6th
- C)** June 6, 2012: Field Day Rain-date
- D)** June 8, 2012: Year End BBQ
- E)** June 12, 2012: Last Day of Classes 9th – 12th Grades
Fourth Quarter ends
- F)** June 13, 2012: Policy Committee Meeting / Workshop at 5:00pm
- G)** June 13-22, 2012: Regents Exams
- H)** June 19, 2012: Academic Awards and Moving Up Day 6th -8th Grades at 10:00am
- I)** June 20, 2012: Early Dismissal: Pre-K – 8th Grades at 11:15am
- J)** June 21, 2012: Pre-K Graduation
Early Dismissal: Pre-K – 8th Grades at 11:15am
- K)** June 22, 2012: Last Day of Classes
Moving Up Day K- 5th Grades
Early Dismissal: 10:30am

- L) June 24, 2012: Graduation
- M) June 27, 2012: BOE Meeting at 7:00pm

III. REPORTS

A) Superintendent's Report

- 1) Dr. Favre reported that she was working with the staff to develop the summer program and that the brochure would be available shortly. The programs that are scheduled to run are Jumpstart with Ms. Parker; Beginning Spanish with Ms. Boyd; an all grades Young Farmers Initiative with Ms. Fayyaz; and the Drama program with Ms. Sanchez. This summer's camp program will not include transportation
- 2) Ms. McDermott received a grant to attend the Engineering by Design program this summer. This fall Ms. McDermott and Mrs. Hand will team teach a technology/engineering program this fall for the middle school students.
- 3) Dr. Favre stated that the school has been busy with end of year preparations.

B) Principal's Report

1) BULA

Mr. Pryor reported that BULA was on its way and will email the Board the website which is tracking BULA.

Newsday requested exceptional seniors and Mrs. Doscher wrote a bio on Ben McLaughlin. Newsday was so excited that they are coming to the school with a film crew to interview him.

2) Senior College Acceptance List

Mr. Pryor handed out the newest college acceptance list. He stated that the new guidance department that the Board has put together has been extremely well received and is evident in the number of college acceptances.

3) AP Exams

Mr. Pryor explained that there was a new AP History course added this year and an AP Environmental course slated to be taught by Mrs. Nichols will be offered in September.

4) Concerts

Mr. Pryor told the Board that the Spring Concerts were great and that the Music Department is something to be very proud of.

5) End of Year / Graduations (x4)

Mr. Pryor explained that a letter was sent home to the parents listing the Moving Up Day times and schedule. He also explained that the 6-8 grades have a great, fun filled schedule for the last week of school as a result of the hard work Mr. House has done and his involvement with the Hampton Library.

6) National Honor Society

After this year's ceremony the National Honor and Junior Honor Societies have inducted a total of 30 members. This is a great reflection of the educational direction Bridgehampton is taking considering that 5 years ago the Society had 5 members.

C) Business Administrator's Report

- 1) Mr. Hauser reported the status of the following:

Window Project: a final walk through was taken with the Architect and window distributor. Eight (8) windows were replaced because of distortion. The architect gave the approval to pay the window company in full.

Air Conditioner Units: a final walk through with the Contractor and Architect.

Everyone was in agreement that the external hoses are not appealing and something needs to be done to cover them. They are looking into having a copper box built to resemble a gutter to cover the hoses. The Architect suggested payment minus \$5,000- which is the estimated amount that the copper gutter should cost.

- 2) Mr. Hauser explained that the following RFP's went out for bid: Cafeteria Food Service Equipment; Carpenter Services; Cupola Repair and Refinish; Electrical, Exhaust Hood, Ansul System, Painting Services, and Plumbing Services.

IV. NEW BUSINESS

- A) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the first reading of the following policies: Policy #4526: Computer Use In Instruction; Policy #4526-R: Computer Use In Instruction Regulation; Policy #4526.1: Internet Safety; Policy #4526.1R: Internet Safety Regulation.

Motion: JoAnn Comfort

Second: Ron White

Vote: 6-0

- B) **Resolved** that the Board of Education of the Bridgehampton UFSD suspends Policy #24110 in order to expedite the adoption of certain policies and approves the following policy and deems it acceptable as written: Policy #4750: Promotion and Retention of Students.

Motion: JoAnn Comfort

Second: Ron White

Vote: 6-0

V. SUPERINTENDENT'S RECOMMENDATIONS

A) Financial Matters

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the following health service agreements between the District and the school districts listed below for the purpose of providing health services for children residing in the school districts listed below and attending nonpublic schools located in the District for the 2011-2012 school year:

- Amagansett, 8 students attending nonpublic schools located in the District at a cost of \$1,130.62 per student for a total of \$9,044.96
- East Hampton, 25 students attending nonpublic schools located in the District at a cost of \$1,130.62 per student for a total of \$28,265.50
- East Quogue, 1 student attending nonpublic schools located in the District at a cost of \$1,130.62 per student for a total of \$1,130.62
- Hampton Bays, 4 students attending nonpublic schools located in the District at a cost of \$1,130.62 per student for a total of \$4,522.48
- Mattituck-Cutchogue, 2 students attending nonpublic schools located in the District at a cost of \$1,130.62 per student for a total of \$2,261.24
- Montauk, 5 students attending nonpublic schools located in the District at a cost of \$1,130.62 per student for a total of \$5,653.10

- Quogue, 1 student attending nonpublic schools located in the District at a cost of \$1,130.62 per student for a total of \$1,130.62
- Riverhead, 4 students attending nonpublic schools located in the District at a cost of \$1,130.62 per student for a total of \$4,522.48
- Sag Harbor, 39.2 students attending nonpublic schools located in the District at a cost of \$1,130.62 per student for a total of \$44,320.30
- Sagaponack, 7.8 students attending nonpublic schools located in the District at a cost of \$1,130.62 per student for a total of \$8,818.84
- Shelter Island, 4 students attending nonpublic schools located in the District at a cost of \$1,130.62 per student for a total of \$4,522.48
- Southampton, 37 students attending nonpublic schools located in the District at a cost of \$1,130.62 per student for a total of \$41,832.94
- Springs, 11 students attending nonpublic schools located in the District at a cost of \$1,130.62 per student for a total of \$12,436.82
- Wainscott, 5 students attending nonpublic schools located in the District at a cost of \$1,130.62 per student for a total of \$5,653.10

Motion:

Second:

Vote:

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD authorizes SCOPE Education Services to provide the PSAT preparatory Program for students in the fall of 2012, and authorizes the Board President to sign the contract.

Motion:

Second:

Vote:

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 24 Fund A with 30 Claims in the amount of \$68,724.08.

Motion: JoAnn Comfort

Second: Ron White

Vote: 6-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 25 Fund A with 1 Claim in the amount of \$2,172.00.

Motion: JoAnn Comfort

Second: Ron White

Vote: 6-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 26 Fund A with 52 Claims in the amount of \$184,225.38.

Motion: JoAnn Comfort

Second: Ron White

Vote: 6-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 17 Fund C with 3 Claims in the amount of \$21,897.08.

Motion: JoAnn Comfort

Second: Ron White

Vote: 6-0

- 7) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts Warrant # 19 Fund H with 1 Claim in the amount of \$5,500.00.

Motion: JoAnn Comfort

Second: Ron White

Vote: 6-0

8) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant # 27 Fund A with 1 Claim in the amount of \$500.00.

Motion: JoAnn Comfort Second: Ron White Vote: 6-0

9) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant # 28 Fund A with 46 Claims in the amount of \$150,555.31.

Motion: JoAnn Comfort Second: Ron White Vote: 6-0

10) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant # 18 Fund C with 1 Claim in the amount of \$15,330.05.

Motion: JoAnn Comfort Second: Ron White Vote: 6-0

11) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant # 20 Fund H with 2 Claims in the amount of \$3,450.00.

Motion: JoAnn Comfort Second: Ron White Vote: 6-0

12) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant # 10 Fund F with 1 Claim in the amount of \$1,334.00.

Motion: JoAnn Comfort 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 7/1/11-6/30/12.

Motion: JoAnn Comfort Second: Ron White Vote: 6-0

14) Resolved that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for April 2012.

Motion: JoAnn Comfort Second: Ron White Vote: 6-0

15) Resolved that the Board of Education of the Bridgehampton UFSD accepts the Revenue Budget Status Report for the period 7/1/11-6/30/12.

Motion: JoAnn Comfort Second: Ron White Vote: 6-0

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

Motion: JoAnn Comfort Second: Ron White Vote: 6-0

B) PERSONNEL

1) Resolved that the Board of Education of the Bridgehampton UFSD appoint Christine Harrison as the Attendance Officer for the remainder of the 2011-2012 school year at

\$72.11 per month (as per CSEA) with the Principal and Superintendent as alternates, effective May 1, 2012.

Motion: Ron White

Second::JoAnn Comfort

Vote: 6-0

C) COMMITTEE ON PRESCHOOL SPECIAL EDUCATION

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the recommendation of the Committee on Preschool Special Education for Student #1104, #1080, and #10019, and authorizes the Superintendent to arrange for appropriate services.

Motion: Ron White

Second::JoAnn Comfort

Vote: 6-0

D) OTHER

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the change in date of the Annual BOE Re-Organization meeting from July 5, 2012 to July 11, 2012 at 7:00pm.

Motion: JoAnn Comfort

Second: Elizabeth Kotz

Vote: 6-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the rollover of vacation days for the administrative team as per the attached request, and authorizes the Board President to sign as approved.

Motion: JoAnn Comfort

Second: Elizabeth Kotz

Vote: 6-0

E) BUILDING USE FORM

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Application for Use of School Building submitted by Ninfa Boyd on behalf of the Student Council for use of the gymnasium from 7:00pm – 10:00pm on June 1, 2012 for an International Handball Tournament.

Motion: Ron White

Second: JoAnn Comfort

Vote: 6-0

VI. ADJOURN to Executive Session at 7:49pm to confer with counsel on personnel matters.

Motion: JoAnn Comfort

Second: Ron White

Vote: 6-0

Return to Public Session at 9:02pm

Resolved that the Board of Education of the Bridgehampton UFSD approves Elizabeth Alves as attendance clerk for January through May at \$72.11 per month for the 2011-2012 school year.

Motion: Ron White

Second: Doug DeGroot

Vote: 6-0

Resolved that the Board of Education of the Bridgehampton UFSD approved Dan Pacella as substitute School Cook Manager for purposes of transition at a rate of \$23.55 per hour, not to exceed 5 hours per week through June 25th.

Motion: Ron White

Second: JoAnn Comfort

Vote: 5-1

VII. ADJOURN at 9:10pm

Motion: JoAnn Comfort

Second: Ron White

Vote: 6-0

Respectfully submitted:

Jeannine Stallings
District Clerk