

**BRIDGEHAMPTON U.F.S.D.
BOARD OF EDUCATION
REGULAR MEETING MINUTES**

Date: October 13, 2009
Meeting Type: Board of Education Regular Meeting
Present: Elizabeth Kotz, Nicki Hemby, Lillian Tyree, Joe Berhalter, Douglas DeGroot, Ronnie White
Dr. Dianne Youngblood, Superintendent, Dr. Chesterton, Business Administrator,
Jack Pryor, Principal, Joyce Manigo, District Clerk, Tom Volz & Jeff Mongelli,
School Attorneys
Absent: Carol Kalish

I. ROUTINE MATTERS:

- A) Call to Order by the President upon her having ascertained the presence of a Quorum, Saluting the Flag and Roll Call at 7:05 p.m.
- B) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Revised Proposed BOE Agenda dated October 13, 2009.

Motion: Tyree Seconded: Hemby Vote: 6-0

- C) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the Regular Meeting of the Board of Education dated September 14, 2009; and a Special Meeting on September 28, 2009.

Motion: Tyree Seconded: Hemby Vote: 6-0

- D) Invitation to visitors to address the Board of Education on agenda items
- E) Communications
- F) Board of Education Items – Mr. Berhalter requested information regarding the Food Service Program to be presented at the next BOE meeting. He also asked to see the pictures of the removal windows that was Paul Rodgers, school Architect talked about at a prior meeting.
Mr. DeGroot wanted to know, what was the proper protocol as to when he could address concerns or give input regarding curriculum information. Dr. Youngblood suggested that the Strategic Planning Committee would be a good place to start. Ronnie White also said, he wanted to suggest some school/community activities (such as a community movie night) that could be extended to our community as a gesture to getting them more involved with school functions. Dr. Youngblood again suggested that he should come to a Strategic Planning Committee Meeting with his suggestions.
- G) Consideration of additional items for the Agenda

II. ANNOUNCEMENTS:

- A. First Quarter Progress Report Ends, October 16, 2009
- B. NYSSBA 90th Annual Convention, New York, NY, October 15-19, 2009
- C. Strategic Planning Council Meeting, October 28, 2009 at 3:00 PM
- D. Next BOE Workshop Meeting, October 28, 2009 at 5:30 PM for BOE Training
- E. Superintendent's Conference day, November 3, 2009; No Students
- F. Next Regular BOE Meeting, November 9, 2009 at 7 PM
- G. Veterans Day, November 11, 2009, District Closed
- H. First Quarter Ends, November 13, 2009
- I. New York State 5th Grade Social Studies Exam, November 16 & 17, 2009
- J. Strategic Planning Council Meeting, November 18, 2009 at 6 PM
- K. First Quarter Report Card Distribution, November 20, 2009; Parent/Teacher Conferences, Early Dismissal
- L. Other

III. REPORTS:

- A) Financial Report for the year ending June 30, 2009 by Jill Sanders, External Auditor – Ms. Jill Sanders, the School’s External Auditor, whose responsibility is to give an opinion on the financial statements and transactions for the whole year, reported that the school was in good fiscal condition and has budgeted adequately for future expenses. Overall her report was positive with a few recommendations as to make changes to its internal controls. She suggested that the district should monitor the school food program more closely. Nicki Hemby added and Ms. Sanders agreed that the larger school districts food programs are running at a deficit as well.
- B) Audit Committee Report – Mrs. Phyllis Davis, Acting Chairperson of the School’s audit committee, agreed and commended the district on a job well done, as to the budget process and controls over spending. She outlined the procedures that will need to happen during the district’s upcoming external audit. She shared the following:
- The Board will evaluate the recommendations made by the audit committee to correct the concerns regarding the internal controls.
 - There is a period of 90 days for a response.
 - The Audit Committee will vote for the Board to approve the audit by January 13, 2010.
- C) Superintendent’s Report to include, but not be limited to:
- Main Building Entrance Use – At the request of Board Members, Dr. Youngblood reported on the concern regarding the non-use of the Main Building Entrance. She pointed out that based on state guidelines, it is recommended that a school have only one entryway open, for safety purposes to monitor those entering and exiting the building. She added that soon there would be signs to clearly show that the front entrance is merely a drop-off point for students. Several Board Members suggested that there could be more assistance from the person sitting at the front desk, rather than directing a parent or a visitor to go to the side door of the building. Other Board Members agreed that installing a bell system would help to monitor anyone entering the front door.
 - Three teachers have expressed their interest to getting their CDL License. This would defray some of the bussing costs for school trips and classroom activities.
 - Dr. Youngblood also shared that she entered into a conversation with Sag Harbor school district to consider sharing buses to transport students to some of the private and parochial schools.
 - There will be Strategic Planning Council Meeting to set an itinerary to meet with the representatives from Middle States Accreditation Board.
 - Lastly, she reported that 19 students will be taking the PSAT Test tomorrow (10/14/09)
- D) Principal’s Report – Mr. Pryor announced that there would be a letter going home regarding stretching the elementary day from 2:00 to 2:45 to offer additional activities such as music, intramurals and some clubs. He also announced that on Friday, 10/16/09 there will be a memorial service in honor of Mr. Tom Kelly from 6:00 until 6:45 PM. All are welcome.
- E) Interim Business Administrator’s Report - Mr. Chesterton shared the following information:
- Information on setting the 2009-2010 Tax Levy
 - There are a total of 7 tuition students presently, and \$25,000 was collected to date, so we are in good standings at this time.
 - Lastly, he announced that Budget Development Meetings will begin next month.

IV. OLD BUSINESS:V. NEW BUSINESS:VI. **INVITATION TO VISITORS TO ADDRESS THE BOARD OF EDUCATION ON TOPICS DISCUSSED ABOVE.**VII. SUPERINTENDENT'S RECOMMENDATIONS:**Finance Matters**

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts warrant #7 Fund A with 50 claims in the amount of \$66,275.95; warrant #3 Fund C with 1 claim in the amount of \$399.85; and warrant #3 Fund F with 1 claim in the amount of \$670.90.

Motion: White Seconded: Tyree Vote: 6-0

- 2) **Whereas** the voters of the Bridgehampton UFSD approved the proposed General Fund budget of \$10,012,857 for the fiscal year 2009-2010 at the Annual District Meeting held on May 19, 2009;

Therefore, Be It Resolved that the Board of Education authorizes a tax levy including STAR reimbursements on a STAR assessment value of \$30,073,940 in the amount of \$5,681,356,957 for school purposes;

And Be It Further Resolved that the Board of Education authorizes a tax levy in the amount of \$125,000 for the Bridgehampton Child Care and Recreation Center purposes;

And Be It Further Resolved that the Board of Education authorizes a tax levy of \$347,200 to be raised for the Hampton Library Building Fund Annual Debt Service;

And Be It Further Resolved that the Board of Education authorizes a tax levy of \$472,800 to be raised for the Hampton Library Operating Fund;

And Be It Further Resolved that the total amount of taxes for these purposes be \$9,404,176.

Motion: Seconded: Vote:

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period 07/01/09-06/30/10.

Motion: White Seconded: Tyree Vote: 6-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Budget Status Report for the period 07/01/09-06/30/10.

Motion: Hemby Seconded: Tyree Vote: 6-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Treasurer's Report for the month of September 2009.

Motion: Hemby Seconded: Tyree Vote: 6-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Extra-Curricular Classroom Activities Report for September 2009.

Motion: Hemby Seconded: Tyree Vote: 6-0

B) Personnel

- 1) **Resignations**

- 2) **Leaves**

- 3) **Assignments**

- a) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints James T. Walker to the position of EMT Worker at Home Varsity Basketball Games during the 2009-2010 school year at a stipend of \$54.64/event.

Motion: DeGroot Seconded: Tyree Vote: 6-0

- b) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints Lucy Fitch as a non-certified Substitute Teacher for the 2009-2010 school year at a stipend of \$100 per day, pending fingerprint clearance.

Motion: DeGroot Seconded: Tyree Vote: 6-0

- c) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints Roxanne K. Lelchuk, who holds a N.Y.S. Initial Certificate in the area of Childhood Education (Grades 1-6), as a Certified Substitute Teacher for the 2009-2010 school year at a stipend of \$150 per day, pending fingerprint clearance.

Motion: DeGroot Seconded: Tyree Vote: 6-0

- d) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints Deborah Kent Dolson, who holds a N.Y.S. Initial Certificate in the area of Visual Arts, as a Certified Substitute Teacher for the 2009-2010 school year at a stipend of \$150 per day, pending fingerprint clearance.

Motion: DeGroot Seconded: Tyree Vote: 6-0

C) Use of Facilities (Moted for a Consent Agenda on Items VIIC 1 &2)

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the application for use of the area of the parking lot near the dumpster, submitted by Ninfa Boyd on behalf of the PTO, to store a "POD" for collection of coats during Warm Coat Drive, October 15-November 15, 2009.

Motion: Hemby Seconded: Tyree Vote: 6-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the application for use of the gym and café, submitted by Ninfa Boyd on behalf of the PTO, for Operation Christmas Child on November 10, 2009 between 5 p.m. and 9 p.m.

Motion: Hemby Seconded: Tyree Vote: 6-0

3) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the application for use of part of the entrance way to the main school building, submitted by Ninfa Boyd on behalf of the PTO, to display a Christmas wreath, December 9, 2009-January 4, 2010.

Postponed for an executive session discussion

Motion:

Seconded:

Vote:

D) Committee on Special Education

1) **Resolved** that the Board of Education of the Bridgehampton UFSD shall, through the administration, arrange for the provision of appropriate special education programs and services for student #1, student #2, student #3, and student #4 enumerated in the Committee on Special Education report at a meeting dated October 6, 2009.

Motion: Berhalter

Seconded: Tyree

Vote: 6-0

Resolved that the Board of Education of the Bridgehampton UFSD convenes into an executive session to enter into a conversation with Counsel regarding the postponed resolution and personnel concerns at 8:15 P.M.

Motion: Kotz

Seconded: Hemby

Vote: 6-0

Resolved that the Board of Education resumes back into public session at 8:30 PM

Motion: Hemby

Seconded: Tyree

Vote: 6-0

Resolved that the Board of Education of the Bridgehampton UFSD hereby appoints School Leadership to conduct a Superintendent search at a fee of \$14,000 plus costs, as per the School Leadership Proposal, subject to review and approval of a contract by District Counsel.

Motion: Hemby

Seconded: Berhalter

Vote: 6-0

Resolved that the Meeting is adjourned at 8:33 PM.

Motion: Kalish

Seconded: Tyree

Vote: 6-0

Respectfully submitted,

Joyce Crews-Manigo
District Clerk