Bridgehampton School District Board of Education Business Meeting Wednesday, August 28, 2019 Cafe – 6PM 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; Trustees: Doug DeGroot, Jennifer Vinski, Kathleen McCleland, Carla Lillie; Robert Hauser, Superintendent; Michael Miller, Principal, Melisa Stiles, School Business Administrator; Dr. Angela Austin, Director of PPS/ENL; Tammy A Cavanaugh, District Clerk

Excused: Lillian Tyree-Johnson, Vice President; Mark Verzosa, Trustee

Guests: Robert Caliendo and Chuck Quinn of School Construction Consultants; Nancy Robbins, grandparent of student

Press: Christine Sampson, The Sag Harbor Express Elizabeth Vespe, The Southampton Press

B) Resolved that the Board of Education of the Bridgehampton UFSD approves the Proposed Board of Education Agenda, dated August 28, 2019.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

C) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the August 20, 2019 Special Meeting of the Board.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

D) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the August 8, 2019 Special Meeting of the Board.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

E) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the July 30, 2019 Special Meeting of the Board.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

F) Resolved that the Board of Education of the Bridgehampton UFSD approves the minutes of the July 24, 2019 Business Meeting.

- **G) Invitation to the Public**: The public at this time is cordially invited to bring before the Board any comments, questions or concerns.
- H) Invitation to visitors to address the Board of Education on agenda items
- I) Communications
- **J)** Board of Education Discussion Items
 - 1) Robert Caliendo and Chuck Quinn School Construction Consultants Update of expansion project
 - 2) Curriculum Committee Meeting August 27, 2019
- K) Consideration of additional items for the Agenda

II. ANNOUNCEMENTS

(a) August 28 & 29	Superintendent's Conference Days			
(b) August 29	Middle School Orientation 6-6:45pm			
(c) September 2	Labor Day – District Closed			
(d) September 4	Faculty & Students Return			
(e) September 10	Rachel's Challenge – Parents' Night – 6pm			
(f) September 12	Back to School Night 6:00PM Grades PreK – 5th			
	6:30PM Grades 6-12			
(g) September 16	ASPIRE Begins			
(h) September 20	Back to School BBQ			
(i) September 25	BOE Meeting 6PM – Café			

III. NEW BUSINESS

A) Superintendent Report

- Special thank you to all staff for preparing the school for September 4
- Superintendent Conference Days Instructional staff welcomed back today with second day tomorrow.
- Students first day is Wednesday, September 4
- Current Student Enrollment status
- New Curriculum Committee update
- Michelle Lopez (recent graduate) received the Suffolk County Student Worker Award for Summer Work
- Technology email conversion from Microsoft to Gmail

Facilities Review:

- Vestibule / Security Window Advance Door Update on sliding glass window
- Locker Room Project Update

B) Principal Report

- Hall of fame nominations
- New Hires- Psychologist, 2nd grade Co-Teach, Special Education Secretary, Pre-Kindergarten, 12:1:1 teacher, 7th grade, Math Teacher, Science Teacher, Secondary Special Education Teacher, Music Teacher, Aide-12:1:1 Classroom
- Curriculum Committee- Two meetings

- First conference day completed- curriculum discussion, technology and cyber security discussion, special education updates, and sexual harassment training.
- Day Two- Rachel's Challenge Presentation and Active Shooter Presentation
- C) Director of PPS & ENL Report
 - Reviewed the closing of the ESY program for Summer 2019
 - Discussed the finalization on staffing/hiring
 - Plans for September start of school
- D) School Business Administrator Report
 - Mike Drance, our NYSIR representative, is scheduled to come here 9/10/19 for our annual insurance inspection. Per his request I ordered a new sign for the Elevate Fitness Trail with his language recommendations on it. This new sign should be here before Mike comes to inspect.
 - Our auditors and accountants are tying loose ends.
 - Kenda's last day is Tuesday, September 3, 2019. We canvassed the list for the Account clerk title and received no responses. We are working will civil service on other options.
 - You will see on page 2 a resolution for 3 transportation contracts.
 - You will see on page 3 a budget transfer to appropriate the correct account code.

IV. SUPERINTENDENT'S RECOMMENDATIONS

A) FINANCIAL MATTERS

*CONSENT AGENDA, ITEMS A1 - A26

Motion: K. McCleland Second: J. Vinski Vote: 5-0

1) Resolved that the Board of Education of the Bridgehampton UFSD approves the contract with Southampton UFSD regarding the provision of special education services to a Bridgehampton student parentally placed at nonpublic schools located in the Southampton UFSD for the 2019-2020 school year and authorizes the Board President and Superintendent to execute the contract.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

2) Resolved that the Board of Education of the Bridgehampton UFSD approves the 2019-20 registration of the following non-resident students and authorizes the Superintendent to advise families of acceptance, and set up billing as per Board Policy.

Temp Id	Student's Id	<u>Gr(19-20)</u>	Fee (19-20)
110615	10588	PreK 4 (Full Day)	\$5,000 (Parent)

3) Resolved that the Board of Education of the Bridgehampton UFSD approves the following 2019-2020 Transportation Contracts with McCoy Bus Co., Inc. in accordance with the Request for Proposal issued on May 24, 2018 and awarded to McCoy at the July 11, 2018 Board of Education meeting, with such increases as authorized by Education Law §305 and authorizes the Board President and Superintendent to execute the contracts:

Wheel Lift Bus \$83,230.00
Bus Monitor \$16,444.80
BH Route #2 plus Hayground School \$83,230.00

Motion: K. McCleland Second: J. Vinski Vote: 5-0

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

2019/2020 BUDGET TRANSFERS							
FROM ACCT	AMOUNT	TO ACCT	AMOUNT	REASON			
A2825.160 Social Work Svcs. – Non-instructional Salaries	\$33,635.92	A2110.160 Teacher Aides	\$33,635.92	To appropriate the correct account code			

Motion: K. McCleland Second: J. Vinski Vote: 5-0

5) Resolved that the Board of Education of the Bridgehampton UFSD accepts the Claims Auditor Report for July 31, 2019.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

6) Resolved that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period of 07/01/19- 7/31/19.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

7) Resolved that the Board of Education of the Bridgehampton UFSD accepts the Revenue Status Report for the period of 07/01/19 – 7/31/19.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

8) Resolved that the Board of Education of the Bridgehampton UFSD accepts the Treasurer's Report for the period of 07/01/19 – 7/31/19.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

9) Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund A with 73 Claims in the amount of \$432,708.31.

10)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund H with 3 Claims in the amount of \$360,819.51.

Motion: K. McCleland

Second: J. Vinski

Vote: 5-0

11)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund C with 1 Claim in the amount of \$56.60.

Motion: K. McCleland

Second: J. Vinski

Vote: 5-0

12)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund T with 11 Claims in the amount of \$29.114.76.

Motion: K. McCleland

Second: J. Vinski

Vote: 5-0

13)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund T with 7 Claims in the amount of \$27,044.32.

Motion: K. McCleland

Second: J. Vinski

Vote: 5-0

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

Motion: K. McCleland

Second: J. Vinski

Vote: 5-0

15)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund A with 60 Claims in the amount of \$262,570.27.

Motion: K. McCleland

Second: J. Vinski

Vote: 5-0

16)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #2 Fund F with 4 Claims in the amount of \$35.317.00.

Motion: K. McCleland

Second: J. Vinski

Vote: 5-0

17)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund H with 4 Claims in the amount of \$424,952.00.

Motion: K. McCleland

Second: J. Vinski

Vote: 5-0

18)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund A with 22 Claims in the amount of \$46,679.30.

Motion: K. McCleland

Second: J. Vinski

Vote: 5-0

19)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #6 Fund H with 1 Claim in the amount of \$7.370.00.

Motion: K. McCleland

Second: J. Vinski

Vote: 5-0

20)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #5 Fund H with 3 Claims in the amount of \$847.840.57.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

21)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #3 Fund F with 2 Claims in the amount of \$12.620.00.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

22)Resolved that the Board of Education of the Bridgehampton UFSD accepts Warrant #4 Fund T with 11 Claims in the amount of \$20,720.38.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

23)Resolved that the Board of Education of the Bridgehampton UFSD approves the Special Education Services Agreement with the Tuckahoe Common School District for the 2019-2020 school year and authorizes the Board President to sign the contract.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

24)Resolved that the Board of Education of the Bridgehampton UFSD hereby approves the provision of a continental breakfast to staff in attendance at Superintendent's Conference Day on August 28, 2019 so as to enable the District to deliver professional development to staff in the most beneficial fashion and with minimal disruption to such professional development.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

25)Resolved that the Board of Education hereby approves the Easement Agreement dated August 28, 2019 between the Bridgehampton UFSD and KeySpan Gas East Corporation d/b/a National Grid and authorizes the Board President to sign the Agreement.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

26)Resolved that the Board of Education hereby approves the software agreement with Zearn for the 2019/20 school year and authorizes the Superintendent to execute the agreement, pending Counsel's review.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

B) PERSONNEL

1) Resolved that the Board of Education of the Bridgehampton UFSD approves the updated Summer Curriculum Writing for 2019 as per the attached list and paid per the BTA contract.

2) 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 the BTA contract for the 2019-2020 school year.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

3) Resolved that the Board of Education of the Bridgehampton UFSD approves Amendment #1 between the District and Michael Miller, Principal/Director of Physical Education and authorizes the Board President to sign the contract.

Motion: K. McCleland Second: J. Vinski Vote: *

4) Resolved that the Board of Education of the Bridgehampton UFSD approves Amendment #1 between the District and Michael Cox, Assistant Principal and authorizes the Board President to sign the contract.

Motion: Second: Vote: *

5) Resolved that the Board of Education of the Bridgehampton UFSD approves Amendment #1 between the District and Dr. Angela Austin, Director of PPS/ENL and authorizes the Board President to sign the contract.

Motion: Second: Vote:*

*After discussion of Resolution #3, the following motion was made:

Resolved that the Board of Education of the Bridgehampton UFSD tables Resolutions #3, 4 and 5 for further discussion in Executive Session.

Motion: J. Vinski Second: K. McCleland Vote: 5-0

6) Resolved that the Board of Education of the Bridgehampton UFSD approves paternity leave for Michael Cox beginning approximately October 7th through November 15, 2019, with the intent to return to work on Monday, November 18, 2019.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

7) Resolved that the Board of Education of the Bridgehampton UFSD accepts the resignation of Emily Barletta, as part-time office assistant in the Special Education Department, effective end of day Tuesday, August 27, 2019.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

8) Resolved that the Board of Education of the Bridgehampton UFSD approves the Memorandum of Agreement with the Bridgehampton Teachers' Association, dated August 22, 2019, concerning the appointment of Caitlin Hansen to serve as a 0.6 FTE teacher in the Elementary Special Education tenure area and a 0.4 FTE teacher as a permanent substitute teacher and authorizes the Board President to sign the agreement.

9) Resolved that the Board of Education of the Bridgehampton UFSD rescinds resolution No. 2 from the August 20, 2019 Special Meeting and appoints Caitlin Hansen as a 0.6 Elementary Special Education Teacher and a 0.4 permanent substitute teacher to serve as a 1.0 FTE teacher at an annual salary of M Step 1 per the BTA contract, effective August 28, 2019.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

10)Resolved that the Board of Education of the Bridgehampton UFSD approves the Memorandum of Agreement with the Bridgehampton Teachers' Association concerning the appointment of five Teacher Curricular Chairpersons positions.

Motion: K. McCleland Second: J. Vinski Vote: *

11)Resolved that the Board of Education of the Bridgehampton UFSD approves Nina Merkert, Christina Guastella, Henry Meyer, Kelly Sharp and Jessica Rodgers for the Teacher Curricular Chairpersons stipend for the 2019-2020 school year.

Motion: Second: Vote: *

*After discussion of Resolution #10, the following motion was made:

Resolved that the Board of Education of the Bridgehampton UFSD tables Resolutions #10 & #11 for further discussion in Executive Session.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

- V. Invitation to the Public: The public at this time is cordially invited to bring before the Board any comments, questions or concerns.
- VI. MOTION TO ADJOURN at 7:17PM to Executive Session to discuss personnel matters with counsel.

Motion: K. McCleland Second: J. Vinski Vote: 5-0

*Ron White left at 10:21PM.

VII. MOTION TO RETURN TO REGULAR SESSION at 10:43PM.

Motion: K. McCleland Second: C. Lillie Vote: 4-0

1) Resolved that the Board of Education of the Bridgehampton UFSD approves Amendment #1 between the District and Michael Miller, Principal/Director of Physical Education and authorizes the Board President to sign the contract.

Motion: K. McCleland Second: J. Vinski Vote: 4-0

2) Resolved that the Board of Education of the Bridgehampton UFSD approves Amendment #1 between the District and Michael Cox, Assistant Principal and authorizes the Board President to sign the contract.

3) Resolved that the Board of Education of the Bridgehampton UFSD approves Amendment #1 between the District and Dr. Angela Austin, Director of PPS/ENL and authorizes the Board President to sign the contract.

Motion: K. McCleland Second: J. Vinski Vote: 4-0

4) Resolved that the Board of Education of the Bridgehampton UFSD approves the Memorandum of Agreement with the Bridgehampton Teachers' Association concerning the appointment of five Teacher Curricular Chairpersons positions.

Motion: K. McCleland Second: J. Vinski Vote: 4-0

5) Resolved that the Board of Education of the Bridgehampton UFSD approves Nina Merkert, Christina Guastella, Henry Meyer, Kelly Sharp and Jessica Rodgers for the Teacher Curricular Chairpersons stipend for the 2019-2020 school year.

Motion: K. McCleland Second: J. Vinski Vote: 4-0

6) Resolved that the Board of Education of the Bridgehampton UFSD appoints Nicole M. Payne as a part-time Office Assistant to the Special Education Department at an hourly rate of \$19.78, not to exceed 17.5 hours per week, per Civil Service regulation, effective August 29, 2019, pending fingerprint clearance and completion of HR paperwork.

Motion: K. McCleland Second: C. Lillie Vote: 4-0

VIII. MOTION TO ADJOURN AT 10:45PM.

January C. Cavaraugh

Motion: K. McCleland Second: J. Vinski Vote: 4-0

Respectfully submitted,

Tammy A. Cavanaugh

District Clerk