

HAMPTON BOARD OF EDUCATION
HAMPTON, CT 06247
MEETING MINUTES
WEDNESDAY, APRIL 25, 2012
HAMPTON ELEMENTARY SCHOOL LIBRARY/MEDIA CENTER

Board chair John Burnham called the meeting to order at 7:02 P.M. Members present were Ann Gruenberg, Catherine Wade, Rose Bisson, Joan Fox, Maryellen Donnelly and Carol Misak. Also present were Superintendent of Schools Dr. Paul Graseck, Principal Marsha Willhoit and Business Coordinator/Administrative Assistant Sally Lehoux. Unable to attend were board members Lisa Siegmund and Doug Stewart.

1. AUDIENCE FOR STAFF:

- Maryellen Kania presented the monthly update of the school. Mrs. Kania noted the events of fourth grade, fifth grade, the science fair and Jump Rope for Heart. She also provided the board with a copy of what she touched on.
- Miriam Kurland – the speech pathologist brought to the attention of the board the importance of the School Readiness and Pre-K programs offered at the school.

2. AUDIENCE FOR CITIZENS: None

3. WRITTEN COMMUNICATIONS TO BOARD: None

4. APPROVAL OF MINUTES OF MARCH 28, 2012: Maryellen Donnelly moved to approve the minutes of March 28, 2012. Ann Gruenberg seconded the motion. The following correction was made: the spelling of “Kathy” Newcombe is changed to “Kathi” Newcombe. The motion passed with the following vote:

YES: John Burnham, Maryellen Donnelly, Rose Bisson, Catherine Wade and Ann Gruenberg.

Abstain: Joan Fox and Carol Misak.

5. SUPERINTENDENT REPORTS/RECOMMENDATION:

- a. **FINANCIAL REPORT:** Dr. Graseck reported that we are still in good shape financially and that there has been some money spent for building maintenance.
- b. **ANTICIPATED STATE/FEDERAL GRANTS FOR 2012/2013:** Dr. Graseck pointed out to the board that the figures for the grants are projected and not exact because they do not know the exact numbers at this point.
- c. **CURRICULUM UPDATE:** Dr. Graseck is looking at how to implement a curriculum that meets the state standards in math. He is also pushing to make it accessible to anyone who would like to review it. He is also making critical thinking, collaboration, creativity and communications as the foundations for the curriculum.
- d. **OTHER:** None

6. PRINCIPAL REPORT: Marsha Willhoit touched on an assembly that the school had that involved Native Americans. She also informed the board of upcoming dates that are of importance of the school such as the Drama Production of Rats, the Spring Concert, Class Night and the last day of school. Ms. Willhoit also touched on the fact that the School Readiness program is going to have reduced funding if the school cannot fill the program.

7. COMMITTEE AND REPRESENTATIVE REPORTS/ RECOMMENDATIONS:

- a. **CABE:** Reported to the board that they are pushing for education legislation in the state capital.
- b. **COMMUNITY STAFF RELATIONS:** Nothing to Report.
- c. **EASTCONN:** Catherine Wade reported to the board on the meeting she attended for EASTCONN. She presented the superintendent with a draft timeline for evaluation for teachers and principals. Dr. Graseck touched on the timeline with the board.
- d. **FINANCE:** Rose Bisson reported to the board that the committee is working on going over budget/spending practices and any changes made will follow board policies closely. She also asked that the clarification for the finance committee concerning the handbooks and policies be added to the agenda.
- e. **PHYSICAL PLANT AND OPERATIONS/ROOF BUILDING:** Joan Fox reported to the board that the committee met and discussed the possibility of having to replace toilets in the future. They also

discussed the replacement of the school sign, fixing of the sunroom in the library/media center and the possibility of working with a towns person in a master gardening program to do some landscaping at the school.

- f. **POLICIES:** Nothing to report.
- g. **HAMPTON GREEN ENERGY:** Maryellen reported to the board that there is a possibility to get a grant that would provide educational friendly energy software to the school.
- h. **AD HOC SHARED SERVICES:** Joan Fox reported to the board that they are working on getting a meeting together with the Chaplin and Scotland representatives. John Burnham brought to the attention to the board that Doug Stewart wants to step down from this committee and asked that someone volunteer to take his place. Maryellen offered to step into the position temporarily with the hope that Doug will rejoin when his time commitments are lessened.
- i. **ADMINISTRATIVE MODEL COMMITTEE:** Rose Bisson reported to the board that they met and discussed the 5 models. They also had a little confusion about whether or not they were supposed to look at all the models or focus on the one that they felt was the best and asked that this be an addition to the agenda.

8. **ADDITION TO AGENDA:**

- a. **LIBERTY BANK INITIATIVE**
- b. **ADDITION TO 5 YEAR MAINTENANCE PLAN**
- c. **CLARIFICATION FOR FINANCE COMMITTEE ON HANDBOOK AND POLICIES**
- d. **CLARIFICATION OF CHARGE OF THE ADMINISTRATION MODEL.**

Maryellen made motion to add these items to the agenda. Rose Bisson seconded and it passed unanimously.

9. **ACTIONS ON POLICIES:**

- a. **Ann Gruenberg made a motion to approve policies 1411, 1416,3320,3326,3541 and rescind prior versions. Maryellen Donnelly seconded the motion and it passed unanimously.**
- b. **Ann Gruenberg made motion to approve policy 3434 with the words Board of Aldermen struck. Catherine Wade seconded the motion and it passed unanimously.**
- c. **Ann Gruenberg made a motion to approve bylaws 9230, 9270 and rescind prior versions. Maryellen Donnelly seconded the motion and it carried unanimously.**
- d. **Ann Gruenberg made a motion to approve bylaw 1500. Maryellen Donnelly seconded passed unanimously**

10. **TECHNOLOGY PLAN:** Dr. Graseck reported to the board that there are only minor changes to the technology plan and that Eastconn is willing to sign off. Dr. Graseck recommends that the board approve the report so that they can submit it in a timely fashion. Maryellen touched on some of the topics that had to be changed. **Maryellen made a motion to approve the Technology Plan and Rose Bisson seconded the motion all were in favor.**

11. **HEALTHY FOOD CERTIFICATION:** Dr. Graseck brought to the attention to the board that there is a statue that requires the school to meet state standards if participating in the program. **Maryellen made a motion that Hampton School District meet the healthy school requirements. Rose Bisson seconded the motion. Maryellen withdrew the motion and Rose Bisson seconded the withdrawal of the motion.**

12. **HANDLING OF BUDGET LINE ITEM OVERAGES/TRANSFERS, ENCUMBRANCES:** Dr. Graseck touched on Policy 3160 which handles the use of overage. He recommended that the board makes the necessary transfers at the May board meeting and that the policy go up for review.

13. **UNEXPENDED FUNDS ACCOUNT:** Dr. Graseck explained that the finance committee would review and might bring a recommendation to the board in order to put any extra money, should there be any, in a fund for future use and then bring that proposal to the selectman's office.

14. **NON RENEWAL OBLIGATIONS:** Dr. Graseck had discussion with CABE attorneys and they say that if there is a force reduction the certified staff should be aware of it by May 1st. So he wants to know if the board wants him to give all staff in the budget a letter that states there might be possible force reduction. Kathy Donahue said that a letter had been sent out in prior years. **Rose Bisson made a motion that the superintendent send out a letter to all certified staff of the possible reduction of force due to budget cuts. Maryellen seconded the motion and it passed unanimously.**

15. **SCHOOL READINESS/PRE-K FUNDING:** Dr. Graseck recommended dropping the two day program and only offering the five day program. Discussion was had by the board about the recommendation from the superintendent. Myra Evans addressed the board about her concern with the pulling two day program and only offering the five day program. Kathi Newcombe spoke of the quality of the five day program. Maryellen Kania voiced her concern about the qualifications of NYAEC accreditation. Miriam Kurland spoke on how she thought that both programs were important. Kathy Donahue questioned whether it was possible to cut one of the programs and combine it with the other. Lisa Studar touched on the topic and spoke of the benefit of keeping the children in their own town.
Maryellen made a motion to only offer a five day program with both half day and school day slots for our pre-k children for 2012-13 school year. Joan Fox seconded the motion and the motion carried with the following vote: YES: John Burnham, Maryellen Donnelly, Rose Bisson, Joan Fox, and Carol Misak. ABSTAIN: Catherine Wade and Ann Gruenberg.
16. **CONSERVATION COMMISSION REQUEST:** Dr. Graseck brought to the boards attention that he was asked to write a letter recommending the purchasing of land that is near the Goodwin State Forest. There is no motion on this.
17. **LIBERTY BANK INITIATIVE:** There is no motion on this.
18. **ADDITION TO FIVE YEAR MAINTENANCE PLAN:** Joan Fox made a motion to purchase toilets. Maryellen Donnelly seconded the motion and passed with all in favor.
19. **CLARIFICATION FOR FINANCE COMMITTEE ON HANDBOOK AND POLICIES:** Rose Bisson made a motion that the finance committee move on and work on the policies and the handbooks that are in place now. Catherine Wade seconded the motion and all were in favor.
20. **CLARIFICATION OF CHARGE OF ADMINISTRATION MODEL:** The board of education made the recommendation to focus on two or three of the models and then report back to the board.
21. **BOE COMMUNICATION TO THE PUBLIC:** None
22. **AUDIENCE FOR CITIZENS:** Kathy Donahue expressed her concerned about physical oversight. Kathi Newcombe brought up concerns about the policies and handbooks that are in place now.
23. **NEXT AGENDA PLANNING:**
 - a. 2012/2013 Budget
 - b. Budget transfers
 - c. Policies
 - d. Healthy Food Certification
 - e. Unexpended funds account
24. **Rose Bisson moved to enter into executive session at 10:33 PM for the purpose of discussion of negotiations/strategy with respect to collective bargaining. Maryellen Donnelly seconded the motion and all were in favor. Dr. Graseck was invited to the executive session.**
The board returned to regular session at 11:00 pm.
25. **Rose Bisson moved to enter executive session for the purpose of discussing the performance and evaluation of a public officer or employee at 11:01 pm. The motion passed unanimously.**
Dr. Graseck was invited to attend.
The board returned to public session at 11:28 pm.
26. **Rose Bisson moved to adjourn at 11:29 pm. The motion passed unanimously.**

Submitted 4-26-12
By Rachel Linkkila

Note: Per C.G.S. 10 – 218, Board of Education meeting minutes are provided in a draft format. With the exception of motions and votes recorded, these minutes are unofficial until they have been read and approved by a majority vote of the Board. Should edits be necessary, they will be made at the next regularly scheduled meeting, noted in the meeting minutes, and voted upon.