# HAMPTON BOARD OF EDUCATION HAMPTON, CT 06247

# ADMINISTRATIVE MODEL COMMITTEE DRAFT MINUTES TUESDAY, May 8, 2012 6:30 PM CONFERENCE ROOM

#### 1. CALL TO ORDER

Chair Rose Bisson called the meeting to order at 6:45. Committee members present were Rose Bisson, Maryellen Donnelly, Ann Gruenberg and Catherine Wade. Also present was Superintendent Paul Graseck.

## 2. REVIEW MINUTES: 05/02/12

The committee reviewed the minutes of May 5, 2012. The following change was made in item 1: "Committee members present were Rose Bisson, Maryellen Donnelly, Ann Gruenberg and Catherine Wakely Wade."

#### 3. CONTINUE REVIEWING JOB DESCRIPTIONS

The committee completed the job description for superintendent.

### 4. DISCUSS AND PLAN NEXT STEPS

The committee will continue review of job descriptions and evaluate selected models.

## 5. AUDIENCE FOR CITIZENS

None

#### 6. ADJOURNMENT

The meeting adjourned at 7:45.

Respectfully submitted,

Maryellen Donnelly