

HAMPTON BOARD OF EDUCATION
HAMPTON, CT 06247
MEETING MINUTES
WEDNESDAY, SEPTEMBER 24, 2014
6:30 PM

HAMPTON ELEMENTARY SCHOOL LIBRARY/MEDIA CENTER

Board chair John Burnham called the meeting to order at 6:38 p.m. Members present were Maryellen Donnelly, Joan Fox, Rose Bisson, Ann Gruenberg (by phone) and Lisa Siegmund, who joined at 6:44 p.m.. Also present were Superintendent of Schools Dr. Corinne Berglund, Principal Elise Guari, and business coordinator/administrative assistant Sally Lehoux.

1. **Audience For Staff** – None
2. **Audience For Citizens** – None
3. **Written Communications To Board** – None
4. **Approval of Minutes: 08/27/14**
 - a. **Rose Bisson made a motion to approve the minutes of August 27, 2014 with the following corrections:**
Item 6f should read, “Principal Guari explained that this issue was already handled with the CL&P Program. Maryellen Donnelly spoke on this program.” Instead of, “Principal Guari explained that this issue was already handled with the Dark Sky initiative. Maryellen Donnelly spoke on this grant.”
Item 10d should read “capital non-recurring fund” instead of “capital gains non-recurring fund.”
Item 10d should read “The committee looked into using an outside food service provider.” Instead of, “The committee also touched on an outside food service and it was determined that it is not a viable.”
Joan Fox seconded the motion and it passed with the following vote:
Yes: John Burnham, Rose Bisson, Maryellen Donnelly, Lisa Siegmund and Joan Fox.
Abstain: Ann Gruenberg.
5. **Superintendent Reports/Recommendations**
 - a. **Financials** – Dr. Berglund reported that financials are on track and that the final dollar amount on expected grants should be coming in soon.
 - b. **Other-** Dr. Berglund informed the board that the students will be going to the Connecticut Science Center in October.
6. **Principal Report**
 - a. **Upcoming Events** – Principal Elise Guari informed the board of the following upcoming events at the school.
 - i. **October 1st School Pictures**
 - ii. **October 10th PreK-2 Science Center**
 - iii. **October 13th No School**
 - iv. **October 14th Professional Development Day**
 - v. **October 15th Grades 3-6 Science Center**
 - b. **Teacher Evaluation** – Principal Elise Guari informed the board that The Professional Educators Learning and Evaluation Plan has been approved by the SDE after making the required edits to the plan. The Teacher Evaluation committee met and reviewed all the edits made in preparation for the implementation process outlined in the plan.
 - c. **Summer Reading Culmination-** Principal Elise Guari reported to the board that they have finished collecting summer reading packets and all the students will participate in a field trip to the CT Science Center in October. They are sending the Pre-k through 2nd grade students on October 10th and the 3rd - 6th graders will go on October 15th. This is also working towards their overarching theme of Hampton CARES which stands for Community, Arts, Reading, Environment and Sciences. This year the committees in place will be focusing on the CARES theme in order to enhance the learning of the students in all curricular and extracurricular activities.
 - d. **Preschool Update** – Principal Guari reported that the preschool program is currently full with 11 full day students and 7 part day students enrolled. It was also noted that there is currently a waiting list of 3 students.
 - e. **Security Hazard Plan** – Principal Guari informed the board that the Security and Hazard plan has been in place since the first day of school due to the hard work of the Safety Committee members. As mentioned in last month’s meeting, the Security Grant was prepared and submitted to the State of Connecticut for their review. Principal Guari provided the board with three handouts that pertained to the Security Grant and the board had a brief discussion about the grant.
 - f. **Curriculum Update** – Principal Guari spoke about how they have been working on aligning the curriculum documents to meet the CCSS requirements. She informed them that the plan this year is to work with the pacing guides that have been developed to create a living, breathing document that can be updated as needed and posted on the website. The staff has also been working this past year to select materials that help implement the curriculum to its fullest. In addition to the curriculum alignment they have begun working on alignment to technology that integrates into the curriculum through assessments, interventions, and instructional programs and apps for the students in all of the grades. They have been using NWEA MAP assessment for the past year and will continue this year as well. They will now introduce the use of Study Island, which is an online intervention and instructional tool that uses the NWEA data to provide students with practice lessons that are in their areas of weakness. Both Study

Island and NWEA are aligned to the CCSS. They have introduced this to grades 3-6 at this time and will continue with implementation throughout this school year. Also in grades 3-6 they will use the PEF writing system connected directly to SBAC through the State of CT. All of the programs they have purchased can be used both on IPADS and the computer lab computers. The expectation is that these systems will work with the classroom instruction to strengthen the use of data and intervention throughout the student's day and be in addition to any interventions the students receive. Joan Fox asked about large group discussion in the classroom with this curriculum and Lisa Siegmund asked about the PEG writing system. Principal Guari answered both questions.

- g. **Grants** – Principal Guari reiterated that the Safety Grant was applied for in the amount of \$47,778.00. She also informed the board of the following Donor Chose Grants that the school has received:

- i. **Maker Space - \$516.00**
- ii. **3 Stools for Grade 3 - \$236.00**
- iii. **Nutmeg Level Books (25 books) - \$272.00**
- iv. **Play-Dough Science (Grade 3-6) - \$200.00**
- v. **Grade 6 white board project - \$496.00**

7. **Accept Hampton Professional Educator Learning and Evaluation Plan** - Principal Guari spoke about the changes to the plan and provided the board with a copy of the plan with the changes highlighted. Dr. Berglund pointed out that the state had already accepted the plan. **Maryellen Donnelly made a motion that the Hampton Board of Education accepts the Hampton Professional Educator Learning and Evaluation Plan. Rose Bisson seconded the motion and it passed unanimously.**
8. **Addition to the Agenda** – **Rose Bisson made a motion to add discussion of Lighting and Solar Projects to the agenda. Lisa Siegmund seconded the motion and it passed unanimously.**
9. **Discussion of Lighting and Solar Projects** – Maryellen Donnelly spoke on the cost to the board for the new lighting that is being installed at the school. Principal Guari also told the board that the lights around the building and the lights that are on the freestanding poles are on different timers so this will allow for illumination where there are security cameras without having to light up the whole parking lot. Rose Bisson inquired as to how long before the new lighting would be in and the response was in the fall. Maryellen Donnelly then spoke to the board about the solar panels that will be installed on the school. She passed around a handout showing the board how much they would be saving on energy and informed the board that they would be entering into a 20 year contract with the solar company.
10. **Committee and Representative Reports/Recommendations**
- a. **CABE** – Ann Gruenberg spoke on the Minimum Budget Requirement. She also touched on the fact that she is chairing a committee that is accepting applications for distinguished people and if anyone on the board knew of someone. She would like suggestions.
 - b. **EASTCONN** – Nothing at this time
 - c. **Finance and Operations** – Rose Bisson informed the board that the committee had not met.
 - d. **Policies**
 - i. **Rescind 4112.2 Personnel Certification** – Principal Guari explained that policy 4112.2 is not needed and that CABE doesn't require the policy. She asked that the board review the policy so that at the next meeting they could possibly rescind it.
 - ii. **Replace 2012 Policy 6142.101 Student Nutrition and Physical Activity with revised policy and regulations.** – Principal Guari informed the board that she had emailed them the revised policy so that they could review it so that action could be taken at the next meeting.
 - e. **Communications** – Joan Fox informed the board that she had emailed them a copy of the newsletter and that any feedback they had would be appreciated.
 - f. **Shared Services** – John Burnham informed the board that he is still working on getting this committee up and running.
 - g. **Tri Town Study** – John Burnham informed the board that he went to this meeting for Joan Fox and that it has been narrowed down to four possible solutions. He provided the board members with a handout on these possible solutions and the board discussed the matter for a period of time. Selectman Cahill informed the board of what kind of timeline he thought there would be on the matter. **Ann Gruenberg left the meeting at 7:45pm.**
11. **Next Agenda Planning** –
- a. Policies
 - b. Shared Services
 - c. Leadership team evaluation
12. **Audience for Staff/Citizens** – Selectman Cahill informed the board that the public works will be back to finish cutting back the brush when school is not in session. Principal Guari shared with the board what her plans were for gardens in front of the school.
13. **Adjournment** – Joan Fox made a motion to adjourn at 8:07. Lisa Siegmund seconded the motion and all were in favor.

Respectfully submitted,
Rachel Linkkila