

HAMPTON BOARD OF EDUCATION  
HAMPTON, CT 06247  
MEETING MINUTES  
WEDNESDAY, AUGUST 22, 2018  
7:00 PM  
HAMPTON ELEMENTARY SCHOOL LIBRARY/MEDIA CENTER

Board Chair Rose Bisson called the meeting to order at 7:04 pm. Members present were Maryellen Donnelly, Mark Becker, Ann Gruenberg, Susan Lovegreen, Stacie Ropka, Wesley Wilcox and Shannon Haddad. Also, present Superintendent Frank Olah, Principal Sam Roberson and Business Coordinator Sally Ireland.

2. **Audience for Staff and Citizens** - None
3. **Written Communications to Board** – Superintendent Frank Olah shared with the board the written communications he received.
4. **Review and Possible Action on the Appointment of The Candidate for The Grade 5 Position** – Superintendent Frank Olah introduced Katherine A. Douglas as the candidate for the 5<sup>th</sup> grade position. **Maryellen Donnelly moved to hire Katherine A. Douglas as an Elementary School Teacher at a Bachelors Step 3 beginning August 27, 2018. Mark Becker seconded and it passed unanimously.**
5. **Approval of 07/23/18 & 07/25/18 Minutes** – Mark Becker moved to approve July 23, 2018 minutes. Susan Lovegreen seconded and the motion passed with the following vote:  
**Yes: Mark Becker, Maryellen Donnelly, Ann Gruenberg, Susan Lovegreen and Wesley Wilcox**  
**Abstain: Shannon Haddad and Stacie Ropka**  
Mark Becker moved to approve the July 25, 2018 minutes with the following amendments call to order should read “Ann Grunberg and Shannon Haddad.” Instead of “Ann Gruenberg and.” and line item 8a should read “Maryellen Donnelly seconded and the motion passed ...” instead of “Maryellen Donnelly moved ...”. Ann Gruenberg seconded and the motion passed with the following vote:  
**Yes: Mark Becker, Maryellen Donnelly, Ann Gruenberg, Susan Lovegreen, Shannon Haddad, and Wesley Wilcox.**  
**Abstain: Stacie Ropka**
6. **Superintendent Reports/Recommendations** – Superintendent Frank Olah shared his report with the board.
7. **Principal Reports and PTO Update** – Principal Sam Roberson shared her report with the board. [\(See Separate Attachment\)](#)
8. **Business Coordinator’s Report** – Business Coordinator Sally Lehoux shared her reports with the board.
  - a. **Transfer of Funds 6/13/18 BOE Budget Versus Actual** - Ann Gruenberg moved to transfer \$7,768.28 from 100 Salaries/Wages to 400 Purchased Property Services for Housekeeping, \$6,842.26 from 200 Employee Benefits to 400 Purchase Property Services for housekeeping, \$1,337.54 from 600 Supplies to 400 Purchased Property Services for housekeeping and \$9,195.30 from 500 Other Purchased Services to 731 Instructional Equipment for tables and benches. Mark Becker seconded and the motion passed unanimously.
9. **Review and Possible Action on the 2018-2019 Teacher Evaluation Plan** – Principal Sam Roberson provided the 2018-2019 Teacher Evaluation Plan to the board. The board tabled action to the next meeting.
10. **Presentation of the 2018 - 2019 HES Class Schedule** – Principal Sam Roberson covered in her report.
11. **Establishment of a Negotiation Committee to Negotiate the Next Teacher Contract and Appoint Members** - Chairperson Rose Bisson established a Negotiation Committee and appointed herself, Shannon Haddad and Wesley Wilcox to the Committee. The first committee meeting will be held Thursday September 6, 2018 5:00pm to 6:30pm.
  - a. **Discussion of Pre-K** – The board discussed the increase of the pre-k class from 16 students to 18 students.
12. **Review and Possible Action on Possible Revisions to the 2018- 2019 HES Proposed Budget** – Superintendent Frank Olah presented the board with a proposed revision for 2018-2019 HES Proposed Budget. **Maryellen Donnelly moved to approve the \$2,134,112.00 budget for the 2018-2019 school year. Mark Becker seconded and the motion passed unanimously.**
13. **Review and Possible Action on Request to Board of Finance to Transfer Fiscal Year 2018 Surplus to Capital Non-Recurring Fund to Be Used for ADA Compliance Project** – Maryellen Donnelly moved to request the Hampton Board of Finance to Transfer the Fiscal Year 2018 surplus to the Capital Non-Recurring Fund. Susan Lovegreen seconded and the motion passed unanimously.
14. **Committee and Representative Reports/Recommendations:**
  - a. **Board Committees**  
**Communications** – Mark Becker informed the board that the committee has not met.

**Finance & Operations** – Mark Becker informed the board that they have been reviewing outstanding projects in the five-year plan.

**Policies** – Ann Gruenberg presented the following policies to the board:

- 5114 Suspension and Expulsion/Due Process – addition of appendix to policy.
- 5131 Conduct at School and Activities – addition of appendix to policy.
- 5144 Discipline - addition of appendix to policy.
- 6000 Instruction – Replace with new CABE version and rescind old version.
- 6111 Calendars - Replace with new CABE version and rescind old version.
- 6112 School Days - Replace with new version and rescind old version.
- 6114.1 Fire Emergency Drills/Crisis Response Drills - Replace with new CABE version and rescind old version.
- 6120 Objectives/Priorities – Reapprove with date change.
- 6121.1 Reduction of Racial, Ethnic and Economic Isolation - Replace with new CABE version and rescind old version.
- 6140 Curriculum - Replace with new CABE version and rescind old version.

**b. Ad Hoc Committees**

**Program Review** – Stacie Ropka informed the board that the committee had not met.

**Job Descriptions** – Maryellen Donnelly reported to the board on the committee.

**c. Liaison Reports**

**CABE** – Ann Gruenberg reported to the board about recent CABE events.

**EASTCONN** – Maryellen Donnelly informed the board that she did not attend the last meeting but that the communications have been about the Plainfield School Fire.

15. **Additions to The Agenda** – Maryellen Donnelly moved to add “Discussion of Pre-K” as 11a to the agenda. Ann Gruenberg seconded and the motion passed unanimously. Maryellen Donnelly moved to add “Transfer of Funds 6/13/18 BOE Budget Versus Actual as 8a” to the agenda. Ann Gruenberg seconded and the motion passed unanimously.
16. **Audience for Citizens** – Kathy Donahue addressed the board about items reviewed in the meeting.
17. **Next Agenda Planning**
  - a. **Review and Possible Action on the 2018-2019 Teacher Evaluation Plan**
18. **Executive Session – Discussion of the Performance of a Public Official** – Mark Becker moved to enter executive session for the discussion of the performance of a Public Official at 9:30pm. Maryellen Donnelly seconded and the motion passed unanimously.  
Board re-entered public session at 10:06pm.
19. **Adjournment** – Maryellen Donnelly moved to adjourn at 10:07pm. Mark Becker seconded and the motion passed unanimously.

Respectfully Submitted by:

Rachel Linkkila

08/23/18

**Note: Per C.G.S. 10 – 218, Board of Education meeting minutes are provided in a draft format within 48 hours of the date the meeting was held. 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.**