

Ad Hoc Committee for Inter-district Education Cost Sharing  
Programming Sub-Committee  
Work Session

October 6, 2021

7PM

**Call to Order:** Chairman Bisson called the Work Session to order at 7:05PM.

**Roll Call:** Kathy Donahue, Rose Bisson, Wendy Sears, Juan Arriola.

Chairman Bisson reported that, though the Agenda for the Special Meeting was posted on the Town of Scotland's website, the Special Meeting was noticed on the Town of Hampton's website but the Agenda was not posted. Therefore, a work session, rather than a special meeting, could be conducted with no motions entertained or made.

**Work Session:**

Chairman Bisson reported that, after Juan Arriola clarified his concerns with multiple special classes daily, she concurred that physical education, art, music, library and technology should be limited to one session per grade per week in order to provide sufficient academic time in the classrooms, as long as there are no statutory requirements for additional time for any of the special classes. Kathy Donahue noted that physical activity for 20 minutes daily is a statutory requirement.

Enrollment numbers were distributed to members. Wendy Sears reported that 7 students, not 5 as previously indicated, are outplaced in Scotland for a district total of 13. Hampton and Scotland have a combined total of 186 students, with 173 students in the two buildings. Based on the current numbers, one class per grade level should be sufficient, with the exception of Pre-K, which will require two classes: Scotland has 17 pre-schoolers, 5 three-year-olds and 12 four-year-olds, and Hampton has eight. Chairman Bisson will supply the numbers of three and four-year-olds.

Chairman Bisson reported that Hampton has one full-time principal, one full-time administrative assistant, a half-time superintendent, and a part-time business coordinator. Wendy Sears reported that Scotland also has one full-time principal and one full-time administrative assistant, as well as a part-time business coordinator and a part-time administrative/financial assistant. Hampton uses the services of a cleaning company as well as a janitor, and Scotland has one part-time, and two full-time janitors. Both schools are under contract with EastConn for cafeteria staff.

Kathy Donahue noted that special education needs, staffing, and types of services must be considered and discussed at the next meeting. It is believed that paraprofessionals in both schools are assigned to special education students, but this must also be ascertained.

The next meeting will discuss the answers to the outstanding questions regarding possible state guidelines for special classes, numbers of students receiving special education services, types of services, and staffing required, and custodial staff for each school. Educational and administrative staffing levels per school will also be obtained.

Agendas and Minutes of all Meetings will be sent by the recording secretary to the Town Clerks of Hampton and Scotland and all committee members. The meeting host will supply the link to the recording secretary prior to the postings.

There being no further business, the work session adjourned at 7:57.

Respectfully submitted,  
Dayna McDermott Arriola

<https://drive.google.com/file/d/1oOA9Lt25WeCzf4YqhPZzU0pO6qeEwsTW/view?usp=sharing>