

**HAMPTON BOARD OF EDUCATION  
HAMPTON, CT**

**REGULAR MEETING MINUTES**

**January 22, 2014**

The meeting was called to order at 6:35 PM by Board Chair John Burnham. Members present were Joan Fox, Stan Crawford, Ann Gruenberg, Lisa Siegmund, Maryellen Donnelly, and Rose Bisson by electronic connection. Doug Stewart joined the meeting at 7:15 PM. Unable to attend was board member Catherine Wade.

**2. Leadership Team Evaluation: Maryellen Donnelly moved to enter into executive session at 6:37 PM for the purpose of a leadership team evaluation discussion concerning the evaluation of public officers. Joan Fox seconded the motion and it passed unanimously.**

The board reentered public session at 6:57 PM. The board will consider how to quantify existing board goals and methods to measure the success of reaching those goals. Joining the meeting at this time were Superintendent of Schools Paul Graseck, Principal Elise Guari, and Business Coordinator Sally Lehoux.

**3. Audience for Staff:** Sam Roberson told the board about a presentation which was hosted by HES regarding video gaming and what parents should know. Dr. Paul Weigle was the presenter and it was attended by approximately 25-30 people.

**4. Audience for Citizens:** Board of Finance member Nick Brown indicated he will be the liaison between the Board of Finance and Board of Education. The BOF will hold weekly budget meetings in March. The town auditor met with the BOF and reminded the board of PA 12-116 which authorizes a study of school districts of less than 1,000 students. The Board of Selectmen are meeting tomorrow with representatives of the three towns to discuss the response to this study.

Mark Becker encouraged the board to be sensitive to what the cuts to the budget would have targeted if citizens hadn't stepped forward with financial donations to the school.

Dayna McDermott thanked Mr. Burnham for his positive response to the needs of the Gazette.

**5. Written Communications:** None

**6. Approval of Minutes: Joan Fox moved to approve the minutes of December 18, 2013. Stan Crawford seconded the motion.** The minutes should be amended as follows: Under 6a.—Other discussion the budget has taken “precedence” not ‘precedent’, under 12a.—...”allows the school to offer three *health insurance option plans to non-union employees,*” and the minutes should be signed.  
**The motion to approve the minutes, as amended, passed with the following vote:**  
**YES: J. Fox, S. Crawford, A. Gruenberg, L. Siegmund, J. Burnham, R. Bisson, and D. Stewart.**  
**ABSTAIN: M. Donnelly**

**Rose Bisson moved to approve the minutes of 12/30/13. Lisa Siegmund seconded the motion and it passed with the following vote:**

**YES: J. Fox, S. Crawford, A. Gruenberg, L. Siegmund, J. Burnham, M. Donnelly, and R. Bisson**

**ABSTAIN: D. Stewart**

**7. Superintendent Reports/Recommendations:**

**a. Financials:** Dr. Graseck noted the budget will be a struggle this year, but the school will stay within their means. Several line items are already overspent, but other line items may be available to offset the overages. After a brief discussion, the board recommended any transfers should be discussed with the finance committee for a final recommendation.

**b. Other:** Dr. Graseck wanted to publicly thank Ms. Roberson for the video gaming presentation for staff and parents and noted Dr. Weigle is a staff member at Natchaug Hospital. Radon testing was completed in early December. It is a 4-day test and the school has passed. Testing is on a 5-year interval schedule and it should be noted that preschool accreditation also closely monitors the radon levels.

**8. Principal Reports:** Ms. Guari's report included information on the following:

--Upcoming events;

--Professional development on January 21<sup>st</sup>;

--preschool update, including enrollment numbers;

--library volunteers;

--invitation to the January 16<sup>th</sup> video game presentation was extended to parents of Scotland and Region 11;

--a presentation by former students of a donation of \$500 to the library/media center in memory of Glen Vargas;

--enrollment update.

**9. Additions to the Agenda:** None

**10. 2014/2015 Health Insurance – Premium Share:** The premium share for non-certified staff was set for one year and needs to be considered again by the board. After a brief discussion of financial issues, the board recommended the discussion start in the finance committee for a recommendation.

**11. Education Donations Fund—Update:** The school has received 3 more donations, including the \$500 donation from alumni previously noted for a total of \$717. After a brief discussion, **Maryellen Donnelly moved to gratefully accept the donations totally \$717 to the Education Donations Fund. Ann Gruenberg seconded the motion and it passed unanimously.**

**Maryellen Donnelly moved to gratefully accept and allocate the \$500 donation from the class of 1963 for the library/media center supplies. Stan Crawford seconded the motion and it passed unanimously.**

**Maryellen Donnelly moved to gratefully accept and allocate the remaining funds to 600 series. Stan Crawford seconded the motion and it passed unanimously.**

**12. Policies:** The following policies were presented for re-approval: 4112.61/4212.61—HIPAA Privacy Policies; 4126—Personnel, Certified Consultants; 4118.23/4218.23—Personnel, Certified/Non-Certified,

Conduct. The following new policy was presented for approval: 9132/9133—Bylaws of the Board, Committees and Advisory Committees. Action will be requested at the next meeting.

**13. 2014/2015 Budget:** Dr. Graseck presented the initial proposal for the 2014/2015 budget. This current version represents a 4.98% increase. Some of the known increases include contractual certified staff increases, as well as anticipated health insurance increases. The proposal will be reviewed by the finance committee before additional action is taken at the board level.

**14. Committee and Representative Reports/Recommendations:**

**a. CABA:** CABA continues to hold workshops. The Day on the Hill will be March 5<sup>th</sup>. Dr. Gruenberg isn't sure what the reception will be for issues of small towns at the federal level, but discussion will continue.

**b. EASTCONN:** Dr. Wade was not in attendance. Mr. Crawford continues to attend grant-writing seminars hosted by EASTCONN.

**c. Finance:** Have not met.

**d. Policies:** The committee has developed a calendar for the year for issues to be reviewed. The committee meets on the 2<sup>nd</sup> Wednesday of the month.

**e. Communications Committee:** The committee discussed goals and plans for the year. They would like to distribute 3 newsletters each year—in the spring, fall, and winter. Resident Carrie Boron has volunteered to help put it together. The committee has also discussed contacting local cable television to record and broadcast meetings.

**15. BOE Communications to the Public:** No additional information.

**16. Next Agenda Planning:**

- Budget;
- Policies;
- Milone and MacBroom Study;
- Calendar;
- Shared Services.

**17. Audience for Citizens:** Mr. Brown wanted to again extend the invitation for a representative of the Board of Education at Board of Finance meetings—they are the 2<sup>nd</sup> Tuesday of each month at 7 PM.

**Ann Gruenberg moved to adjourn at 9:15 PM. Lisa Siegmund seconded the motion and it passed unanimously.**

Respectfully submitted,

Jennifer Nelson, Recording Secretary

*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.*