

HAMPTON BOARD OF EDUCATION
HAMPTON, CT 06247
MEETING MINUTES
WEDNESDAY, NOVEMBER 16, 2016
7:00 PM
HAMPTON ELEMENTARY SCHOOL LIBRARY/MEDIA CENTER

Board chair Rose Bisson called the meeting to order at 7:03pm. Members present were Maryellen Donnelly, Mark Becker, Ann Gruenberg, Stacie Ropka, Lisa Siegmund, Wesley Wilcox, Susan Lovegreen and John Burnham. Also present were Superintendent of Schools Dr. Frank Olah, Principal Sam Roberson and Business Coordinator Sally Lehoux.

1. Audience for Staff and Citizens - None
2. Written Communications to Board - None
3. Approval of Minutes: 9/21/16, 10/12/16 And 10/26/16 – Maryellen Donnelly moved to approve the minutes from September 21,2016. John Burnham seconded and it passed with one abstention from Susan Lovegreen. Maryellen Donnelly moved to approve the minutes from October 12, 2016. Lisa Siegmund seconded and it passed with one abstention from Susan Lovegreen. Maryellen Donnelly moved to approve the minutes from October 26,2016. Lisa Siegmund seconded and it passed unanimously.
4. Superintendent Reports/Recommendations
 - Presentation: Snow Removal Review – Superintendent Frank Olah reported to the board the snow removal quote that he received from a company.
 - Presentation: Generator Replacement Review – This was added as an agenda item.
 - Presentation: Led Lighting Updates – Superintendent Frank Olah reported to the board about when the replacement LED lighting would take place.
 - Presentation: Budget 2017-18 Assumptions / Guidelines – Superintendent Frank Olah informed the board that Business Coordinator Sally Lehoux would be covering this in her report.
 - Presentation: Modifications To 2/3 & 5/6 Progress Report (Ms. Roberson / Dr. Olah) – Superintendent Frank Olah informed the board that the classrooms have all been moved and by November 28, 2016 everything will be in place.
 - Presentation: EASTCONN’s 2017 - 2018 Regional Calendar – Superintendent Frank Olah provided the board with a copy of EASTCONN’s 2017 - 2018 Regional Calendar.
 - Presentation: Play-scape Inspection – Superintendent Frank Olah informed the board that the play-scape had been inspected and the only thing that they have to look into is if there is arsenic in the pressure treated wood. At this time, they have a company coming to take a sample so that they can get it tested.
 - Presentation: In Ground Oil Tank - Superintendent Frank Olah reported to the board his findings on the in-ground oil tank.
 - Presentation: School Water Supply – Superintendent Frank Olah informed the board of potential costs if the school’s well were to go dry.
 - Presentation: Solar Production Report – Superintendent Frank Olah reported to the board on this.
5. Principal Reports – Principal Salm Roberson review the Principal’s Report with the board. Principal Sam Roberson also wanted to note how great the Hampton PTO is and how they always step up to the plate.
6. Business Coordinator’s Report – Business Coordinator Sally Lehoux reviewed the financial with the board.
7. Discussion and Possible Action: Para-Professional (Behavioral Specialist) To Add 1.75 Hours to Current Open Paraprofessional Position and Offer \$14.50 With Appropriate Training – (*see attached document with job description was distributed.*) Jim Shifrin reported to the board on the reason that the school would need this type of paraprofessional. Superintendent Frank Olah explained to the board on how they had come up with the dollar amount for the position. The board had a lengthy discussion on the matter.
8. Discussion and Possible Action On: 2017 BOE Calendar of Meetings Fourth Wednesday of the Months Of 2017: 1/25, 2/22, 3/22, 4/26, 5/24, 6/28, 7/26, 8/23, 9/27, 10/25, 11/15, 12/20 Or 27 – John Burnham moved to approve the following meeting dates for the calendar year 2017: 1/25, 2/22, 3/22, 4/26, 5/24, 6/28, 7/26, 8/23, 9/27, 10/25, 11/15, and 12/20. Lisa Siegmund seconded and it passed unanimously.
9. Discussion and Possible Action On: C/NR and/or General Fund Request – (*see attached document that was distributed.*) John Burnham presented to the board the information on transfers from the General Fund to the Capital Non-recurring fund. No action was taken at this time.
10. Discussion and Possible Action On: Administration Needs Direction on The District’s Response to The Letter Dated 9/23/16 From CSDE Concerning the Noncompliance with The MBR That Can Result in Possible Action by The CSDE – Rose Bisson informed the board that this was an issue for the Board of Finance and not for the Board of Education. No action was taken at this time.

11. **Discussion and Possible Action On: Appointment of Susan Lovegreen To Board Committees** – Susan Lovegreen was appointed to board committees.
12. **Report from Addition / Withdrawal Committee** – John Burnham reported to the board on this.
13. **Committee and Representative Reports/Recommendations:**
 - a. **Board Committees**
 - Communications** – Mark Becker informed the board that the newsletters had been sent out.
 - Finance & Operations** – John Burnham informed the board that the committee had not met.
 - Policies** – Ann Gruenberg moved to **reapprove policies 5141.5 Youth Suicide Prevention, 5144.1 Physical Restraint and Seclusion, 5145.6 Grievance Procedures, 6115 School Ceremonies and Observances and 6121 Nondiscrimination / Equal Education Opportunity, with no changes other than date. Lisa Sigmund seconded and it passed unanimously.**
 - b. **AD HOC Committees** - None
 - c. **Liaison Reports**
 - CABE** – Ann Gruenberg spoke to the board about upcoming CABE events.
 - EASTCONN** – Nothing to report
14. **Additions to The Agenda** – **Mark Becker moved to add Snow Removal, Generator Replacement, Budget and Public vs Non-Public to the agenda. John Burnham seconded and it passed unanimously.**
15. **Snow Removal** – The board had a lengthy discussion on this item and directed the Superintendent to hire a snow removal contractor.
16. **Generator Replacement** -At this time the Board is sending this back to the Board of Finance.
17. **Budget** – The Board directed the Superintendent to build a budget according to this year’s MBR.
18. **Audience for Citizens** - None
19. **Next Agenda Planning** – Calendar, Policies and Capital Non-Recurring
20. **Public vs Non-Public** – **Maryellen Donnelly moved to enter executive session for purpose of discussion of evaluation of a public official at 10:05pm. John Burnham seconded and it passed unanimously.**
The Board re-entered public session at 10:26pm.
21. **Adjournment** John Burnham moved to adjourn at 10:28pm. Susan Lovegreen seconded and it passed unanimously.

Respectfully Submitted by:
Rachel Linkkila
11-18-16

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.

Hampton Board of Education
Hampton Elementary School

Special Education Paraprofessional
Hourly rate \$14.25

Hampton Elementary School is seeking a full-time paraprofessional to work with special needs students in grades K-6 with identified learning disabilities and multiple handicapping conditions in small group and 1:1 settings.

Preferred candidates will have the following qualifications:

- *Experience working with students with low-incidence disabilities (LID) and/or significant behavioral needs
- *Experience in implementing behavioral interventions
- * Trained in applied behavior analysis (ABA), child development, or related field preferred
- *Certification in some form of protective management (Safety Care, PMT)
- *Knowledge of K-6 curriculum
- *Computer literacy

Interested applicants should send completed application to:

Ms. Sam Roberson, Principal
Hampton Elementary School
380 Main Street
Hampton, CT 06247

sroberson@hamptonschool.org
FAX: 860 455 2289
Phone: 860 455 2267

Applications can be found on our website at: <http://www.hamptonschool.org/employment-opportunities/> or you may call 860 455 2267 and request an application.

In accordance with their policies, Hampton Board of Education does not discriminate on the basis of race, color, religion, sex, handicap, or national origin in any of its educational programs, activities, or employment.

11/16/2016

Information regarding CNR/unexpended funds account:

The following is based on my understanding discussion at the 11/15/16 BoF meeting. Documentation for this information was distributed to BoF. I have attempted to simplify a complicated issue, so this summary should be considered in that light.

Unexpended funds from each year's BoE town approved allocation remain in the General Fund unless other action is taken. BoE can request transfer of any unexpended funds from town approved allocation to non-lapsing CNR account. By statute BoF may approve transfer of 1% of unexpended funds per FY from approved BoE allocation to CNR account. Transfer of any unexpended funds from that FY in excess of the 1% limit requires a town vote. There is no time limit for the BoE to make the request, but only one request may be made per FY.

Funds previously transferred to CNR under the 1% limit are currently assumed to have been given tacit approval by non-action of BoF. Funds in excess of the 1% limit remain in the GF. This is the case through 2014-15 FY.

In 2014-15 FY the unexpended funds from BoE allocation was assigned to CNR without BoF acting on either the 1% or the remaining. As noted above, the amount up to 1% has been considered transferred by tacit approval. The BoE can make a written request through the BoF to assign the excess amount with Town vote being required for approval. Until such request and approvals are made the amount in excess of the 1% remains in the GF.

In FY 2015-16, no written request or action has been taken to assign these funds. BoE can make request to BoF to assign any or all of those funds to CNR (subject to 1% cap by BoF action and excess of 1% by Town vote). Until such request and approvals the total amount of unexpended funds remains in the GF. As stated earlier, there is no time limit for this request to be made.

In the future the BoE can act to make a written request to assign unexpended funds as described above each fiscal year. Some details need to be worked out.

Use of the CNR account by past practice has been BoE request to Board of Finance (to the Selectmen before BoF was established). The request then went to town meeting (or referendum) for approval. By statute the town approval is not necessary; BoF may on its authority approve appropriate use of the funds by BoE. Town may adopt an ordinance to require the town meeting approval. Probably past practice will be continued in short term, but discussion about an ordinance to formalize this will most likely occur.