

HAMPTON BOARD OF EDUCATION
HAMPTON, CT 06247
MEETING MINUTES
WEDNESDAY, DECEMBER 18, 2013
7:00 PM
HAMPTON ELEMENTARY SCHOOL LIBRARY/MEDIA CENTER

Board chair John Burnham called the meeting to order at 7:05 p.m. Members present were Joan Fox, Stan Crawford, Lisa Siegmund, Ann Gruenberg, Doug Stewart, Rose Bisson (participating electronically) and Catherine Wade at 7:10pm. Also present were superintendent of schools Dr. Paul Graseck, Principal Elise Guari and business coordinator Sally Lehoux.

1. **Audience For Staff** – None
2. **Audience For Citizens** – Mark Becker urged the board to restore the programs that were cut from the 2013-2014 school year for the 2014-2015 school year.
3. **Written Communications To Board** – John Burnham informed the board that there were three written communications. One piece of correspondence was from the Hampton Gazette and two were written communications about the school's light pollution.
4. **Approval of Minutes: 11/07/13**
 - a. **Joan Fox moved to approve the minutes of November 7, 2013. Lisa Siegmund seconded the motion and it passed with the following vote:**
Yes: John Burnham, Rose Bisson, Catherine Wade, and Joan Fox.
Abstain: Doug Stewart, Stan Crawford and Lisa Siegmund.
5. **Approval of Minutes: 11/20/13**
 - a. **Doug Stewart moved to approve the minutes of November 20, 2013 with the amendment to strike the reference of 17a. Catherine Wade seconded the motion and it passed with the following vote:**
Yes: John Burnham, Rose Bisson, Catherine Wade, Stan Crawford and Doug Stewart.
Abstain: Ann Gruenberg and Lisa Siegmund.
6. **Superintendent Reports/Recommendations**
 - a. **Financials**–Dr. Paul Graseck reported to the board that the financial committee had met and as of right now the actual expenditures are on track with the budget. He also informed the board that the budget for instructional supplies is exhausted at this point and the general supplies budget is very close to being exhausted. Rose Bisson reiterated that the school would not go over budget unless there were extenuating circumstances.
Other –Dr. Graseck informed the board that the CMT scores are going to be covered in the principal's report. He went on to explain that a piece of art work had been offered to the school and he is in the process of working with the fire marshal to see if the piece can be displayed in the school without causing a hazard. Dr. Graseck also spoke to the written communication on the light pollution caused by the lights in the school parking lot. Dr. Graseck stressed the fact that he was working on this, however as of late the budget has taken precedent. Dr. Graseck was also pleased to inform the board that Stan Crawford has agreed to attend meetings at EASTCONN that focus on grant writing. He also touched upon the letter that was emailed from the Hampton Gazette to the Board of Education. John Burnham read the letter to the board. Dr. Graseck informed the board that previously he submitted a piece for every issue of the Hampton Gazette but from this point on he will no longer be doing this. Many members of the board gave input on the discussion of this topic including Principal Elise Guari who urged that the school website be used as an informational tool for the community. John Burnham closed the discussion by informing the board that he would reply to the letter.
7. **Principal reports**
 - a. **Upcoming Events** – Principal Guari informed the board of the following upcoming events that are occurring at the school.
 - i. **December 18th Holiday Concert** – The concert was held right before the board of education meeting and the performers played to a packed house.
 - ii. **December 20th Holiday Break begins**
 - iii. **January 2nd return from break**
 - iv. **January 20th No School MLK Jr**
 - v. **January 21st NWEA training for teachers**
 - b. **Professional Development ½ Day December 13th** – Principal Guari informed the board that at the professional development day the staff focused on the Smarter Balance Assessment System which is the updated testing that will replace CMT's. She also informed the board that future professional development days will continue to focus on preparing the staff for this new testing. She was happy to inform the board that currently she has a meeting about every student once every four weeks and that the staff has done an amazing job with transitioning to the common core standards.
 - c. **Smarter Balanced Update (SBAC) and School Performance Index (SPI) rating-** Principal Guari provided the board with the Connecticut Department of Education Connecticut School Performance Report. She went on to explain about how the change in testing will change the way we compare the data we are provided on the testing.

She also pointed out that the school is classified as transitioning and is hoping that we can strive to progressing in the coming years. Principal Guari also informed the board that interventions are hard to do with the loss of staff she has experienced because of the 2013-2014 school budget cuts. Dr. Graseck reiterated the fact that the staff reduction has affected the frequency of interventions.

- d. **Preschool Update** – Principal Guari informed the board that through the grant money the school has been able to train more staff in preschool assessment which will be an added benefit to the school.
- e. **Other Items:**
 - i. **NWEA Map Testing begins January 4th-17th**
 - ii. **Professional Development – January 21st NWEA third workshop**
 - iii. **Teacher Observations round two January 6th -17th**
 - iv. **Taste of Hampton Dec 5th** – Principal Guari informed the board that this was a huge hit and that the PTO did an amazing job. She also told the board that they should really consider marking it on their calendar for next year.

8. **Addition to the Agenda** - None

9. **Policies: Standing Committees** – John Burnham brought up a change to the Standing Committee section of the Bylaws of the board. He took the initiative to draw up the changes that he thought needed to happen and provided the board with the copy of the changes.

10. **Healthy Food Certification Exemption** – Dr. Graseck asked that the board of education approve the Healthy Food Certification with the exemption for fundraisers.

Joan Fox made a motion to approve the Healthy Food Certification with the exemption. Doug Stewart seconded the motion and it passed unanimously.

11. **Ten-month Benefits Chart Correction to OT/PT Positions** – Dr. Graseck informed the board that there needed to be a slight adjustment to the ten month benefits chart.

Doug Stewart made a motion to approve the ten-month benefits chart with the correction to the OT/PT position. Lisa Siegmund seconded the motion and it passed unanimously.

12. **2014 / 2015 Health Insurance**

- a. **Plan Options for non-union Employees** – Dr. Graseck informed the board that current policy allows the school to offer three option plans. The board acknowledges that they were aware of the policy and choose to take no action on the matter at this time.
- b. **Premium Share-** Dr. Graseck brought to the boards attention that the finance committee had touched on this topic and Rose Bisson also discussed some of the particulars of this. Doug Stewart stressed that he felt this topic should go back to committee.
- c. **Grandfathered Agreements: Spousal and Stipend** – The board decided that this topic would need to go back to committee with very brief discussion.

13. **Education Donation Fund**

- a. **Update on Donations** – Dr. Graseck informed the board that since their last meeting another \$420.00 had been collected for the fund.

Catherine Wade made a motion to gratefully accept the four donations to the Education Donation fund totaling \$420.00. Stan Crawford seconded the motion and it passed unanimously.

- b. **Cost of Restoring Music and Art** – Dr. Graseck informed the board that it would cost \$3483.31 to restore music and \$3101.58 to restore art. Rose Bisson expresses that the board should use the money to reinstate nineteen full days to the reading specialist and nineteen half days to the guidance counselor. Doug Stewart addressed the board with his opinion that he would only support reinstating the reading portion and not the guidance counselor position. Multiple board members provided their input on the proposal Rose Bisson brought to the board. Joan Fox asked if the nineteen days would restore the position to what it was prior to the 2013-2014 school budget cuts. Dr. Graseck and Principal Guari both spoke to this and informed the board that it would not.

Ann Gruenberg made the motion to restore nineteen full days to the reading specialist position for the remaining 2013-2014 school year, \$2201.11 will come from the Education Donation Fund and \$6476.00 will come from the REAP Grant for a total of \$8677.11. Stan Crawford seconded the motion and it passed with only Joan Fox voting against.

Ann Gruenberg made a motion to restore nineteen half days to the guidance counselor position using \$4323.26 from the REAP Grant. Lisa Siegmund seconded the motion and it did not pass with the following vote:

Yes: Lisa Siegmund, Catherine Wade, Ann Gruenberg and Stan Crawford

No: John Burnham, Doug Stewart, Joan Fox and Rose Bisson

Doug Stewart made a motion to restore nineteen half days to the reading specialist position and to fund the \$4338.65 from the Reap Grant. Joan Fox seconded the motion and it passed with only Catherine Wade opposed.

- c. **Check Signers: Superintendent Recommend Same Signors as the BOE Checking Account** – Dr. Graseck recommended to the board that the signers of the Education Donation Fund be the same as the BOE checking account. Joan Fox left at 9:10.

Rose Bisson made a motion that the Education Donation Fund check signers be the officers of the board of education and Maryellen Donnelly. Lisa Siegmund seconded the motion and it passed unanimously.

- 14. Committee and Community Support for Grants** – Mark Becker again stressed the fact that he would like to see the services that were cut from the 2013-2014 school budget be restored to the 2014-2015 school budget.
- 15. 2014 / 2015 Budget** – Multiple Board members discussed the fact that the upcoming budget was going to be another difficult budget. They also started to think about where more money is going to have to be spent and where they could possibly save money with emphasis on the education of students.
- 16. Committee and Representative Reports/Recommendations**
 - a. CABA** – Ann Gruenberg touched on the upcoming events that are being hosted by CABA and informed the board that anyone from the board could attend these functions. She also informed the board of some CABA events that she had attended.
 - b. EASTCONN** – Catherine Wade informed the board that she had spoken with Dr. Graseck with possibly getting a member to go to meetings on grant writing at EASTCONN. Dr. Graseck again told the board that he was excited that Stan Crawford has agreed to go to these meetings.
 - c. Finance** – Rose Bisson informed the board that the committee had met and that everything had already been covered at the meeting.
 - d. Policies** - Ann Gruenberg informed the board that they have not met yet but that they have a current agenda that they are following.
- 17. BOE Communication to the Public** – Covered in prior discussion and nothing new at this time.
- 18. Next Agenda Planning** –
 - a.** Policies
 - b.** Budget
 - c.** Education Donation Fund
- 19. Audience for Staff/Citizens** – Principal Guari brought it to the board’s attention that the toy company Hasbro was donating gifts to Toys for Tots in honor of Hampton Elementary School’s mitten tree. Mark Becker addressed the board and asked that they clarify to the public how budget cuts were going to affect the pupils of the school. He also thought that someone should look into the overall cost of the school instead of the per pupil cost.
- 20. Adjournment** – Ann Gruenberg made a motion to adjourn at 9:56. Lisa Siegmund seconded the motion and all were in favor.