

**HAMPTON BOARD OF EDUCATION  
HAMPTON, CT 06247  
MEETING MINUTES  
WEDNESDAY, JULY 27, 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 and John Burnham. Also present were Superintendent of Schools Frank Olah and Business Coordinator Sally Lehoux.

1. **Audience for Staff and Citizens** - Perry Matchinis informed the board that the board of finance had appointed Nick Brown to the dissolution study.
2. **Written Communications to Board** – Superintendent of School Frank Olah read to the board Principal Andrea Lavery’s Resignation letter. Rose Bisson read a letter to the board that they had received from CABE and also shared a brochure about a CABE training for boards of education, called the Lighthouse.
3. **Approval of Meeting Minutes June 22, 2016 – Maryellen Donnelly moved to approve the minutes of June 22, 2016. Mark Becker seconded and it passed with one abstention from John Burnham.**
4. **Superintendent’s Report** – *(a copy of the Superintendent’s report was distributed)* – Superintendent Olah reviewed the report with the board and informed the board of some issues that he thinks need to be addressed.
5. **Principal’s Report** - *(a copy of the Principal’s Report was distributed)* – Superintendent Olah distributed the report and the board reviewed and only ask if they could get the enrollment numbers on the next report.
6. **Appoint Authorized Signers for the CSDE Child Nutrition Program – Maryellen Donnelly moved to appoint Superintendent Frank Olah and Principal Andrea Lavery as authorized signers for the SCDE Child Nutrition Program. Lisa Siegmund seconded and it passed unanimously.**
7. **Recommended Motion: Approve the Use of HES by Carelot, LLC. For Their Before and After School Program for Hampton Students with a Rental Use Fee for The Gym of \$350/Month for The School Year (September, 2016 To June, 2017) – (a packet of information about Carelot LLC and their program was distributed.)** Maryellen moved to approve the use of HES by Carelot, LLC for their before and after school program for Hampton Elementary School students with a rental use fee for the gym of \$350.00 a month for the school year 2016-2017. Mark Becker seconded the motion and it passed unanimously.
8. **Recommended Motion: The HBOE Requests That the HBOF Allows That the Proceeds from The Rental of the Gym by Carelot, LLC. Be Transferred to The HES Portion of The CNR Fund – Maryellen moved to have the HBOE request that the HBOF allow the proceeds from the rental of the gym by Carelot, LLC be transferred to the HES portion of the Capital Non-Recurring Fund. Lisa Siegmund seconded and it passed unanimously.**
9. **Discussion and Possible Action On Request to Appropriate \$750 For Printing And Dissemination Of The Survey Developed By The 4 Boards Survey Committee – Mark Becker moved to reapprove the spending of up to \$800.00 for the printing and dissemination of the survey developed by the Four Board’s Survey Committee. Ann Gruenberg seconded and it passed unanimously.**
10. **Discussion and Possible Action On the Motion of Hiring of a Principal of Hampton Elementary School – will address this in executive session.**
11. **Reports:**
  - a. **Board Committees**
    - i. **Polices** – Ann Gruenberg presented to the board the following policies:
      1. Re-approval
        - a. Policy 1112 Community Relations News Media Relationships
        - b. Policy 1311.1 Political Activities of School Employees
      2. Replace with new CABE version and Rescind old version
        - a. Policy 4111/4211 Recruitment and Selection
        - b. Policy 4118.11/4218.11 Non-Discrimination
        - c. Policy 5123 Promotion, Acceleration, Retention
        - d. Policy 4119/4219 Personnel-Certified/Non-Certified Staff Conduct
        - e. Policy 5113.2 Truancy
    - ii. **Green Energy** – Maryellen Donnelly reported to the board on solar panels.
  - b. **Liaison Reports**

- i. **CABE** – Ann Gruenberg reported to the board on recently passed CABE events and upcoming events.
- 12. **Discussion and Possible Action On the Appointment of a Member to The Dissolution Committee** – Maryellen moved to have the Hampton Board of Education appoint Rose Bisson as a member to the dissolution Committee. Mark Becker seconded and the motion passed unanimously.
- 13. **Additions to The Agenda** – Ann Gruenberg moved to add sub for the business coordinator and accepting of resignation of Principal to the Agenda. Lisa Sigmund seconded and the motion passed unanimously.
  - a. **Sub for Business Coordinator** – The board had a brief discussion and directed the Superintendent to put some information together for the next meeting.
  - b. **Resignation of Principal** – Maryellen Donnelly move to accept with regret and appreciation the resignation of Principal Andrea Lavery. Ann Gruenberg seconded and it passed unanimously.
- 14. **Next Meeting Agenda Planning**
  - a. Policies
  - b. Generator
  - c. Report from Finance and Operations
  - d. Business Coordinator Sub
- 15. **Audience for Staff / Citizens** - None
- 16. **Executive Session: Employment Contract Discussion** – Mark Becker made a motion to enter into executive session for the purpose of discussion of employment of a public official with Superintendent Frank Olah in attendance. Ann Gruenberg seconded and the motion carried unanimously. The Board entered into executive session at 8:58 PM. The Board re-entered public session at 10:26 PM.
- 17. **Agenda item #4: Continuation of Superintendent's Report**
  - a. Review of Financial Statements
  - b. \$80,000 unspent from last year's budget
  - c. John Burnham will address the August 9th Board of Finance meeting to speak about the unspent money. Can some of the money be used for a new generator? Frank Olah will price this cost. Can the remainder of the money be put into the Capital Nonrecurring Fund?
  - d. Rose Bisson will send information to John Burnham regarding the unspent money to assist him in speaking to the Board of Finance
- 18. **Adjournment** - Mark Becker made a motion to adjourn, seconded by Lisa Siegmund. The motion passed unanimously and the meeting was adjourned at 10:37 PM.

Respectfully Submitted by:  
 Rachel Linkkila  
 7-28-16

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.

Copies of any documents distributed at meeting can be obtained by contacting Hampton Elementary School Superintendent's Office.