

HAMPTON BOARD OF EDUCATION
HAMPTON, CT 06247
MEETING MINUTES
WEDNESDAY, JUNE 25, 2014
6:30 PM
HAMPTON ELEMENTARY SCHOOL LIBRARY/MEDIA CENTER

Board chair John Burnham called the meeting to order at 6:36 p.m. members present were, Stan Crawford, Ann Gruenberg, Joan Fox, Maryellen Donnelly and Catherine Wade. Also present were superintendent of schools Dr. Paul Graseck, Principal Elise Guari business coordinator/administrative assistant Sally Lehoux.

1. **Leadership Team Evaluation – Joan Fox made a motion to enter into executive session for discussion concerning appointment of officers or employees. Catherine Wade seconded the motion and it passed unanimously. At 6:50 Dr. Graseck was invited to attend. Returned to public session at 7:05pm.**
2. **Audience for Staff - None**
3. **Audience For Citizens - None**
4. **Written Communications To Board - None**
5. **Approval of Minutes:**
 - a. **Approval of 5/29/14:**
 - i. **Ann Gruenberg made a motion to approve May 29, 2014 minutes. Stan Crawford seconded the motion and it passed unanimously.**
 - b. **Approval of 06/19/14:**
 - i. **Maryellen Donnelly made a motion to approve June 19, 2014 minutes. Catherine Wade seconded the motion and it passed unanimously.**
6. **Superintendent Reports/Recommendations**
 - a. **Financials – Dr. Graseck informed the board that the finance committee reviewed the May budget and with only four days left of the fiscal year it looks like there will be money left over that can be contributed to the capital non-recurring fund.**
 - b. **Other – Dr. Graseck then addressed the board thanking the Board and the community for the honor of serving the school district and the children of Hampton. He continued to speak of his experience as superintendent of Hampton Elementary School. At the end John Burnham expressed on behalf of the board that the superintendent leaves on good terms and leaves Hampton a better place.**
7. **Principal reports**
 - a. **Upcoming Events**
 - i. **8/27 First Day of School & Celebration**
 - b. **Curriculum/Professional Development – Principal Guari informed the board that most of the professional development days are spent working on the new state initiatives and trying to take the traditional out of the traditional classroom.**
 - c. **Safety Committee Update – Principal Guari informed the board that the safety committee had met and that they are working on a safety and hazard plan for the first day of school. She also went on to inform the board that she will touch on this topic in greater detail at a future meeting.**
 - d. **PTO – Principal Guari extended a special thanks to the PTO for its tremendous Box Top effort. She also pointed out that this year saw the largest collection it has seen in quite some time.**
 - e. **Summer Work – Principal Guari informed the board that she plans on updating the website, scheduling multiple different things for the upcoming school year. PBIS planning for upcoming school year, SRBI Handbook revisions including new assessments, Teacher/ Para Handbooks, Parent/Student handbooks and technology plan update.**
 - f. **Preschool Update – Principal Guari informed the board that the school had made up take home packets for the preschoolers to take home with them for over the summer.**
 - g. **Other News**
 - i. **Volunteers Celebration – Principle Guari informed the board that they had a celebration for all the volunteers that helped out during the school year on June 19, 2014.**
 - ii. **Summer Reading and Math – Principal Guari informed the board that the last day of school they had an assembly to jump start the summer and review the summer reading and math packets for the students.**
8. **Addition to the Agenda**
 - a. **Ann Gruenberg made a motion to add the approval of 5/29/14 Minutes to the agenda. Catherine Wade seconded it and the motion passed unanimously.**
 - b. **Ann Gruenberg made a motion to add the approval of Policy 5114 to the agenda. Maryellen Donnelly seconded the motion and it passed unanimously.**
 - c. **Maryellen Donnelly made a motion to add unused vacation time by the principal to the agenda. Catherine Wade seconded it and the motion passed unanimously.**
 - d. **Maryellen Donnelly made a motion to add the Milone & Macbroom study to the agenda. Ann Gruenberg seconded it and the motion passed unanimously.**

9. **Approval of Policy 5114** – Ann Gruenberg made a motion to replace policy 5114 with the most recent policy update. Maryellen Donnelly seconded the motion and it passed unanimously.
10. **Unused Vacation Time by the Principal** – John Burnham made the recommendation that the board pay Principal Guari 80% per diem rate for five vacation days. **Ann Gruenberg made a motion to pay the Principal 80% per diem rate for five vacation days. Maryellen Donnelly seconded the motion and it passed unanimously.**
11. **Shared Services** – John Burnham touched on the fact that not much has really been done on this issue and that he is going to revisit with an email to the other boards' chairs. Dr. Graseck asked that John also include the other towns' superintendents and John said that he would be willing to do so.
12. **Grandfathered Insurance** – Rose Bisson made a motion that in future years, the current school nurse's stipend for not taking individual health insurance be 25% of the Hampton Board of Education's portion of the premium established for noncertified employees as clarified in the benefits charts. Maryellen Donnelly seconded the motion and it passed unanimously. Rose Bisson made a motion that the three noncertified employees who began working in Hampton Elementary School on 10/1/85 or before be entitled to receive individual dental insurance, paying only the Hampton Board of Education's established noncertified employee premium share as clarified in the benefits chart. Stan Crawford seconded the motion and it passed unanimously.
13. **2014/2015 Budget** – The board discussed the raises for nonunionized individuals. Maryellen Donnelly made a motion that nonunionized individuals receiving a 2% wage increase start on July 1st, 2014 and nonunionized individuals with 2% premium share begin on July 1st, 2014. Stan Crawford seconded the motion and it passed unanimously.
14. **Budget Transfers** – Dr. Graseck informed the board of budget transfers that needed to take place. Rose Bisson made a motion to transfer \$6500.00 from the 400 category to the 200 category, to transfer \$4000.00 from the 100 category to the 300 category, to transfer \$18,000.00 from the 100 category to the 600 category, to transfer from the 100 category \$2,500.00 to the 800 category, and to assign any end of the year surplus to the Capital Nonrecurring Fund. Joan Fox seconded the motion and it passed unanimously.
15. **Superintendent Search** – John Burnham informed the board that a candidate will be presented at the special board of education meeting scheduled for tomorrow.
16. **Committee and Representative Reports/Recommendations**
 - a. **CABE** – Ann Gruenberg informed the board of upcoming leadership events that are going to take place next month
 - b. **EASTCONN** – None
 - c. **Finance Committee** – Rose brought to the board's attention that with the current pay schedule for teachers of 26 checks, some teachers will go an entire month without receiving a pay check. The board discussed in great detail what they felt that they should do to eradicate this situation. **Joan Fox made a motion for the first paycheck to be August 27th. No one seconded the motion and no action was taken at this time.**
 - d. **Policies** – Ann Gruenberg noted that good progress has been made this year and she looks for to some delegation for the upcoming school year.
 - e. **Communications Committee** – Joan notified the board that the next newsletter will be coming out in late September or early October. She also provided the board with a color copy of the newsletter and a black and white copy of the newsletter so that the board could see the difference in the two.
 - f. **Milone and Macbroom Study** – Joan touched on the four different recommendations that the study made. The board discussed the recommendations for a period of time.
17. **Next Agenda Planning** – Deferred until the special board of education meeting scheduled for June 26, 2014.
18. **Audience for Staff/Citizens** – None at this time
19. **Adjournment** – Joan Fox made a motion to adjourn at 8:59. Ann Gruenberg seconded the motion and all were in favor.