

HAMPTON BOARD OF EDUCATION
HAMPTON, CT 06247
MEETING MINUTES
WEDNESDAY, NOVEMBER 19, 2014
6:30 PM

HAMPTON ELEMENTARY SCHOOL LIBRARY/MEDIA CENTER

Board chair John Burnham called the meeting to order at 6:32 p.m. Members present were Maryellen Donnelly, Doug Stewart, Joan Fox, Rose Bisson, Ann Gruenberg, and Wesley Wilcox. Also present were Superintendent Dr. Corinne Berglund, Principal Elise Guari and Business Coordinator Sally Lehoux.

1. **Audience For Staff** – None
2. **Audience For Citizens** – None
3. **Written Communications To Board** – None
4. **Board of Education Vacancy** – John Burnham informed the board that there are currently five candidates that have expressed interested in filling the vacant board seat. He opened a discussion with the board about their thoughts, and how candidates should be interviewed. It was felt that the candidates should appear in front of the board and introduce themselves and their interest on being on the board. The board decided that the interviews and selection of the new board member would be at the special meeting Tuesday, November 25, 2014.
5. **Approval of Minutes: 10/22/14**
 - a. **Ann Gruenberg moved to approve the minutes of October 22, 2014 with the correction in section 4 where it reads, “Juan Arriola and Wesley Wilcox also informed the board of their intent to be on the board and the qualifications that they have to perform the job,” to read, “Juan Arriola and Wesley Wilcox also informed the board of their interest to be on the board and the qualifications that they have to perform the job.” Doug Stewart seconded the motion and it passed unanimously.**
6. **Superintendent Reports/Recommendations**
 - a. **Financials** – Dr. Berglund informed the board that she has been monitoring oil prices and thinks that it might be a good time to do a cooperative bid with the town for oil. At this time the budget seems to be in order.
 - b. **Health Insurance Meeting 10/29/14** – Dr. Berglund reported that the next health insurance meeting will be held December 3, 2014 at Parish Hill High School. At this point they know that there will be an increase in the health insurance premium but are just not sure how much of an increase.
 - c. **Other-** Dr. Berglund informed the board that Parish Hill High School will be dedicating the music wing of the school to Catherine Wade at their Winter Concert.
7. **Principal Report**
 - a. **Upcoming Events** –
 - i. **November 18th – Science of Sound Presentation**
 - ii. **November 20th & 21st – Early Release Parent Teacher Conferences**
 - iii. **November 26th Early Release Thanksgiving Break**
 - iv. **December 16th Winter Concert**
 - v. **December 23rd Early Release (Holiday Break)**
 - b. **Teacher Evaluation** – Principal Elise Guari informed the board that the staff has been working on setting two goals for the year. First they have established a school wide CARES goal for this year and each team of CARES group will be writing their goals based on the activities the groups are planning. The second goal will be a classroom goal based on the data collected in the fall.
 - c. **Preschool Update** – The Preschool program is currently full and has 11 full day and 7 part day students enrolled. They still have a waiting list of three.
 - d. **Professional Development** – Principal Elise Guari reported that on November 10, 2014 they had the Powerful Interactions workshop. The workshop was organized by the Hampton/ Scotland Readiness Council. The presenter provided the staff with ways to make the connections with children more powerful by being present and expanding the teachable moments. The feedback from the day was positive. Overall many things were learned including some important reminders about our interactions with others.

- e. **Safety Committee** – The Safety Committee met on November 13, 2014 to review the Grant project and updates to the Safety Plan, with guidance from the Health Department. Principal Guari pointed out that they were awarded the Safety Grant. She also said that although she usually schedules the fire drills, there will be an upcoming drill that will be scheduled without her knowledge.
 - f. **Curriculum Update** – Principal Guari informed the board that they have been working with EASTCONN to begin writing their Language Arts curriculum. The process includes a meeting with teachers in late November about the format and how the document will be laid out for use.
 - g. **Other news** – The entire second grade class presented their research projects to the senior citizens who attended the monthly luncheon at the Town Hall. The students had just completed research and a PowerPoint presentation in their Media class with Mrs. Lowney and Ms. Leavens. Each student read their slides to the community members on November 12, 2014. It was a great opportunity to get into the community with all the good work happening at Hampton Elementary School. Some of the seniors will come here for a December 11, 2014 CARES day to help our students with a craft activity using natural materials. Rose Bisson shared the positive feedback that she had received about how well the second graders had done with this.
 - h. **Enrollment** – As of November 1, 2014, 107 students were enrolled at HES. Principal Guari also reminded the board of the upcoming Taste of Hampton happening at the school on December 4, 2014 at 6:00 pm.
8. **Accept School Security Competitive Grant award of \$19,144.00 with local matching funds of \$20,856.00. Approve request of \$7,800.00 for kitchen area cooling system. Approve request to Hampton Board of Finance for capital nonrecurring funds –**
- a. **Rose Bisson moved to accept the School Security Competitive Grant award on the contingency that we receive matching funds. Ann Gruenberg seconded the motion and it passed unanimously.**
 - b. **Rose Bisson moved to approve the request for \$7,800 from the capital nonrecurring funds for the kitchen cooling area. Maryellen Donnelly seconded the motion.** Principal Guari told the board that this was part of security because outside doors were being propped open in an attempt to cool down the overheated areas, thus creating a security issue.
 - c. **The motion passed with the following vote:**
Yes: John Burnham, Maryellen Donnelly, Rose Bisson, Ann Gruenberg, Joan Fox, and Wesley Wilcox.
Abstained: Doug Stewart
 - d. **Ann Gruenberg moved to request the Hampton Board of Finance for \$20,856 from the capital nonrecurring funds for the matching funds of the School Security Competitive Grant. Maryellen Donnelly seconded the motion and it passed unanimously.**
9. **2015-2016 Initial Budget Discussions** – Doug Stewart asked about potential cost for technology upkeep and improvements. Principal Guari spoke to this matter. Joan Fox asked about possible gifted programs at the school in the upcoming budget and both Principal Guari and Superintendent Berglund spoke to this. The board had a short discussion about possible new programs that could be implemented into the school. Maryellen Donnelly stressed the shared services is definitely something that should be looked into when working on this upcoming budget. John Burnham wanted to make sure that the board could fully answer questions about staffing in the upcoming budget year. Maryellen Donnelly pointed out that there could possibly be legal fees that arise out of formal cooperative agreements. A lengthy discussion took place about the importance of shared services. Superintendent Berglund informed the board of increases in Certified Staff Salaries, Paraprofessional Salaries, Tuition for STEM, and Health Insurance.
10. **Addition to the Agenda** – **Rose Bisson moved to add Administrative Model Committee as Item 12H. Ann Gruenberg seconded it and it passed unanimously. Maryellen Donnelly made a motion to add Green Energy as Item 12I. Rose Bisson seconded it and it passed unanimously.**
11. **Committee and Representative Reports/Recommendations**
- a. **CABE** – Ann Gruenberg reported on the delegate assembly and the performance of the PHHS choir at the assembly. She also touched on the award that was given to Catherine Wade from CABE and what should be done with the award.
 - b. **EASTCONN** – John Burnham appointed Joan Fox to this committee.
 - c. **Finance and Operations** – Rose Bisson spoke about the need for a new freezer and the possible need of a new refrigerator.

- d. **Policies** – Ann Gruenberg moved to approve the updated 6142.101 Student Nutrition and Physical Activity Policy. Maryellen Donnelly seconded the motion and it passed unanimously. Ann Gruenberg moved to approve the updated policy 2111 Equal Opportunity. Joan Fox seconded the motion and it passed unanimously. Ann Gruenberg moved to reapprove policy 2112 Professional Development. Joan Fox seconded the motion and it passed unanimously. Ann Gruenberg also presented three policies that the committee is going to recommend action on at the next meeting.
 - e. **Communications** – John Burnham appointed Wesley Wilcox to this committee.
 - f. **Shared Services** – None
 - g. **Tri Town Study** – None
 - h. **Administrative Model** – Rose Bisson reported that they are meeting and that the committee will probably have nothing to report on for a while. The question arose whether this committee should be in charge with working on models that involve sharing services with other towns. There was a lengthy discussion about this and the board decided to revisit the matter at another time.
 - i. **Green Energy** – Maryellen Donnelly informed the board that there will be a Save Money and Energy Fair on March 4, 2015, with the rain/snow date being March 11, 2015.
- 12. Next Agenda Planning**
- a. Budget
 - b. Policies
 - c. Update on capital nonrecurring funds
 - d. Participation in RD#11 Insurance Group
 - e. Calendar
- 13. Audience for Staff/Citizens** – Ms. Sanchini informed the board that she had just received an email that she would be receiving kits which include everything necessary for the students to build a wind tunnel.
- 14. Adjournment** – Ann Gruenberg moved to adjourn at 8:48pm. Wesley Wilcox seconded the motion and all were in favor.

Respectfully Submitted By:
Rachel Linkkila
11-20-14