

HAMPTON BOARD OF EDUCATION
HAMPTON, CT 06247
MEETING MINUTES
WEDNESDAY, FEBRUARY 4, 2015
6:30 PM

HAMPTON ELEMENTARY SCHOOL LIBRARY/MEDIA CENTER

Board chair John Burnham called the meeting to order at 6:35 pm. Members present were Maryellen Donnelly, Joan Fox, Rose Bisson (electronically by skype), Peter Smat, Wesley Wilcox, Lisa Siegmund (6:44 pm) and Ann Gruenberg (7:08 pm). Also present were School Superintendent Dr. Corinne Berglund, Principal Elise Guari, and Business Coordinator Sally Lehoux.

1. **Audience for Staff and Citizens** – None
2. **Written Communications To Board** – None
3. **Maryellen Donnelly moved to approve the minutes of December 17, 2014. Peter Smat seconded the motion and it was approved with the following vote:**
 - Yes: John Burnham, Maryellen Donnelly, Joan Fox, Rose Bisson, Peter Smat, Wesley Wilcox**
 - Abstained: Doug Stewart**
4. **Superintendent Reports/Recommendations**
 - a. **Financials** – Dr. Corinne Berglund reported to the board that the current budget is going along smoothly.
 - b. **Hampton Elementary School 2015-2016 Draft Calendar** – Dr. Berglund presented the board with a draft of the 2015-2016 Hampton Elementary School calendar with the recommendation to approve at their next regular scheduled meeting.
 - c. **Other** – Dr. Berglund informed the board that the school has not seen any power savings as of yet, and they will see that reflected in the budget.
5. **Principal Report**
 - a. **Upcoming Events** –
 - i. **February 17 & 18 Winter Break**
 - b. **CARES Update** – The CARES groups continue with their primary group (PreK-Grade 2) and their intermediate group (Grades 3-6). The teachers meet to plan these activities which include a community, arts, reading and environment component.
 - c. **Preschool Update** – The preschool program is currently full with 12 full day and 6 part day students enrolled. There is a waiting list of 3 students at this time.
 - d. **Professional Development** – On January 20th the school hosted a professional development activity for Incident Command Training. The school invited the public and hoped to have some people join them for the day. The entire staff participated and was trained by an instructor from the CT Fire Academy. The instruction will be followed by an on-line assessment.
 - e. **Technology Update** – There is a requirement from the SDE to complete a new technology plan that is due to the State in April 2015. Linda Sanchini, Joanne Lowney and Principal Elise Guari have started to attend a 3 part series at EASTCONN on writing the plan and integrating technology into each classroom.
 - f. **Grant Update** – Donor's Choose has funded a project for the reading teacher, Mrs. Pasquarelli. She will be receiving more reading materials for her students. Fuel Up has granted us another \$2600.00 to continue with the Fuel Up team throughout this spring and into next school year. The school was awarded a grant for an Assessment Reduction Grant with Scotland to form grade level teams and evaluate the types and amount of assessments used at each grade level. The school is also applying for a technology grant for multiple items.
 - g. **Curriculum Update** – The school has been working with EASTCONN to begin writing a Language Arts Curriculum. The process includes a meeting with teachers in late January and February about the format and how the document will be laid out for use.
 - h. **Other news** – NWEA Map testing is underway for the mid-year data review. Students will be taking SBAC Testing in grades 3-6 starting in May and finishing in June.
 - i. **Enrollment** – As of January 1, 2015 there are 106 students enrolled in Hampton Elementary School.

6. **Presentation of CABE Plaque Recognizing the service of Catherine Wade** – Ann Gruenberg presented the board with a plaque from CABE recognizing the service of Catherine Wade. The board accepted the plaque and will display it at the school.
7. **Education Donation Fund – Accept Donation and Approve Use** – Maryellen Donnelly moved to graciously accept the donation of \$75.00 to the education donation fund and approve use of the \$185.00 balance in the fund for Kids on the Block, a puppet assembly focusing on diversity. Joan Fox seconded the motion and it passed unanimously.
8. **Discussion of Possible Cooperative Agreements with Regional District 11 Board of Education and Central Office Committee** – John Burnham presented possible shared services with the Regional District 11 Board of Education and Central Office Committee. The board had a lengthy discussion on the topic and decided that as part of the budget process they should get the costs on services that might be shared. John Burnham said that he would get some numbers on the possible shared services.
9. **Discussion and Possible Action on Custodial Service Proposal** – The school's current custodial service is going out of business and has asked the school to assume services by February 28, 2015. Doug Stewart moved to accept the proposal from David Morris to purchase maintenance equipment at the cost of \$4000.00 and to cease the service agreement with ServiceMaster on February 28, 2015 with sincere thanks to David Morris for his past service. Joan Fox seconded the motion and it passed unanimously. Doug Stewart moved to establish a head custodial position at 40 hours a week with an hourly pay rate of \$14.50 and a part-time custodial position of 25 hours with an hourly pay rate of \$11.50. Lisa Sigmund seconded the motion and it passed unanimously.
10. **2015-16 Budget Discussion** - Dr. Corinne Berglund presented the board with a draft of the budget and the board started to review the budget.
11. **Additions to the Agenda** - None
12. **Standing and AD HOC Committees or Liaison Reports/Recommendations**
 - a. **Chairman – Committee Charges** – John Burnham presented the board with a copy of the Proposed Standing Committees and Charges.
 - b. **Policies**
 - i. Ann Gruenberg moved to reapprove 1000, Concept and Roles in Community Relations. Joan Fox seconded the motion and it passed unanimously.
 - ii. Ann Gruenberg moved to adopt CABE 1110.1, Parent Involvement. Joan Fox seconded the motion and it passed unanimously.
 - iii. Ann Gruenberg moved to approve the updated 1112, News Media Relationships. Joan Fox seconded the motion and it passed unanimously.
 - c. **CABE** – Ann Gruenberg informed the board that the CABE Day on the Hill will be March 25, 2015.
 - d. **Communications** – Joan Fox informed the board that the committee is working on the spring addition of the newsletter.
13. **Next Agenda Planning**
 - a. Budget
 - b. Solar Panels
 - c. School year calendar adoption.
14. **Audience for Staff/Citizens** – None
15. **Doug Stewart moved to enter into executive session for discussion of strategy and negotiations with respect to pending claim freedom of information docket # FIC 2014-853 at 9:08 pm.** Joan Fox seconded the motion. Dr. Corinne Berglund and Principal Elise Guari were invited to attend. Board returned to public session at 9:40 pm.
16. **Adjournment** – Doug Stewart moved to adjourn at 9:40 pm. Ann Gruenberg seconded the motion and all were in favor.

Respectfully Submitted By:
Rachel Linkkila
2/10/15