

HAMPTON BOARD OF EDUCATION
HAMPTON, CT 06247

**Finance and Physical Plant & Operations Committees
Joint Meeting
Monday, December 17, 2012**

Minutes

Present for the Board: John Burnham, Joan Fox, Doug Stewart, Rose Bisson
Also Present: Paul Graseck, Superintendent of Schools; Sally Lehoux, Business Coordinator

1. **CALL TO ORDER**
Rose Bisson called the meeting to order at 5:31 pm.
2. **AUDIENCE FOR TEACHERS & CITIZENS**
No commentary.
3. **REVIEW MINUTES: FINANCE 10/15/12, 10/22/12, 11/8/12, 11/26/12; PPO 11/14/12**
All minutes were reviewed with no suggestions for change.
4. **TRANSPORTATION**
Dr. Graseck reported the bus ridership numbers for the past week. The committee agreed that the RFP should go out for a one year bus contract. The finance committee will use the year to study the possibility of reducing the number of busses used by the district.
5. **CAPITAL NON-RECURRING REQUEST**
Dr. Graseck reported there are three potential projects for consideration: the drain pipe in the front of the school, the server room air conditioner and the separation of administrative offices. The full board will take this up at the next meeting.
6. **2012/2013 BUDGET**
The committee reviewed the Budget vs. Actual report for November.
7. **2013/2014 BUDGET**
The committee agreed to hold comment until Dr. Graseck presents his recommendations to the full board.
8. **CLARIFICATION OF YEARS OF SERVICE FOR 2012/2013 LONGEVITY PAYMENT**
The committee discussed the determination of years of service for the longevity payment to be given this year. It was agreed not to change the manner of determining years of service for this year's payment.
9. **DISCUSSION OF HANDBOOKS & CONTRACTS**
The committee discussed how to handle the Labor Day holiday if it occurs before school begins for the year, how to handle retirement benefits accrued previous to the suggested change in benefits and how to handle salary recommendations to the board.
10. **ADJOURNMENT**
The meeting adjourned at 6:54.

Respectfully submitted,

Rose Bisson