

**HAMPTON BOARD OF EDUCATION**  
**HAMPTON, CT**  
**MEETING MINUTES**  
**March 13, 2013**

The meeting was called to order at 6:37 P.M. by board chair John Burnham. Members present were Joan Fox, Ann Gruenberg, Catherine Wade, Lisa Siegmund, Rose Bisson (by skype connection), Doug Stewart, and Maryellen Donnelly. Also in attendance were Superintendent of Schools Paul Graseck, Principal Elise Guari and Business Coordinator/Admin. Assistant Sally Lehoux. Unable to attend was board member Carol Misak.

**2. Audience for Staff:** None.

**3. Audience for Citizens:** Dayna McDermott followed up on the registrar correspondence regarding the board's right to have unofficial checkers present at the upcoming referendum since the town email system is experiencing delays. Mr. Burnham responded the board was all set and didn't need to attend the referendum. Ms. McDermott also sought clarification and detail on the comment in the previous minutes that referred to the process used to arrive at salaries. Mrs. Bisson confirmed nothing new had been added and the salary step schedule included the previously discussed 2% increase and the increase to cover new premium shares for health insurance.

**4. Written Communications:** Fifth grade teacher Susan Moshier delivered a letter of retirement to Dr. Graseck, effective July 1, 2013.

**5. Additions to the Agenda:** Doug Stewart moved to add accepting notice of retirement to the agenda under 5.a. Lisa Siegmund seconded the motion and it passed unanimously.

**a. Retirement:** Doug Stewart moved to accept the notice of retirement from Susan Moshier with regret and thanks for her service to Hampton Elementary School. Lisa Siegmund seconded the motion and it passed unanimously.

**6. CABE Policy Services:**

The policy committee has discussed this service in detail and does not believe any additional support is necessary at this time.

**7. Transportation Contract:**

Rose Bisson recused herself from all conversation and voting on this agenda item. There is no additional information to add to this discussion at this time. The current contract proposal is for 3 buses with the option to reduce to 2 buses if that becomes feasible. Dr. Graseck informed the board that he contacted EASTCONN as requested in hopes they could confirm or reject the possibility of combining runs onto 2 busses. EASTCONN is unable to input our bus runs into a computer system for this purpose although both First Student and M&J have this capability.

**Doug Stewart moved that the Hampton Board of Education empower the superintendent to enter into a contract with M&J Bus, Inc for the Year 2013-14, accepting the company's revised bid of \$235.00 per bus per day plus the cost of a performance bond calculated at \$380.00.**

**Joan Fox seconded.** Susan Guarino, representative of First Student, addressed the board. Ms. Siegmund also discussed transportation at Hampton Elementary School.

**The motion passed with the following vote:**

**YES: J. Fox, C. Wade, J. Burnham, D. Stewart, M. Donnelly**

**NO: L. Siegmund**

**ABSTAIN: A. Gruenberg**

**8. Business Coordinator Compensation:**

Mrs. Bisson restated the compensation is based on an hourly increase of 2% then the corresponding salary was translated to a 32-hour work week. The position did not qualify for health insurance this year, so no adjustment for the 13% premium share was made. After additional discussion of the process to set the salary, **Rose Bisson moved to set the salary for the Business Coordinator for the 2013-14 year at \$37,289. Joan Fox seconded the motion and it passed unanimously.**

**9. 2013-14 Budget:**

The administration provided the board with an updated budget packet that had been adjusted to reflect new information and anticipated costs of new staff to replace retiring staff. The board discussed the changes to the budget, including staff concern with the guidance position. The addition of a ½ day for guidance would result in an additional expense of \$8,760. After a discussion of the current administrative and educational tasks assumed by staff, **Ann Gruenberg moved to restore ½ day to the guidance position for the 2013-14 school year. Maryellen Donnelly seconded the motion and it passed with the following vote:**

**YES: A. Gruenberg, C. Wade, L. Siegmund, J. Burnham, D. Stewart, M. Donnelly**

**NO: R. Bisson, J. Fox**

After a board discussion of the budget as a whole, the impact on educational programs at HES, and the timeline of presentation to the Board of Finance, **Ann Gruenberg moved to approve a 2013-14 budget reflecting a bottom line of \$2,297,167. Maryellen Donnelly seconded the motion and it passed with the following vote:**

**YES: J. Fox, A. Gruenberg, L. Siegmund, J. Burnham, D. Stewart, R. Bisson, and M. Donnelly**

**NO: C. Wade**

**10. 2013-14 Calendar:**

A draft calendar was presented to the board for their consideration. This calendar represents a blend of the wishes of Hampton Elementary School and the other schools of the region that feeds into Parish Hill. The principal wanted to maximize class days before testing. The winter and spring breaks are identical to the calendars that will be presented to the other boards. The differences are mostly reflected in the number of student days each school has prescribed for their school. Hampton has 183 student days and 188 teacher days. This calendar also considers common professional development days. After a brief discussion of the draft calendar and an amendment to the calendar that will remove the notation at the bottom that says "*[a]ny emergency closing days will be added to the end of the school year*", **Doug Stewart moved to accept the recommended 2013-14 calendar, as amended to remove the reference to when missed days will be made up. Ann Gruenberg seconded the motion and it passed unanimously.**

**11. Next Agenda Planning:**

Policies;

New Teacher and Administrator Evaluation Plan;

BOE Leadership Team Evaluation;  
Water Plan;  
Insurance Options.

**12. Audience for Citizens:** Ms. McDermott sought clarification on the insurance proposals and who would be eligible for which level of coverage of insurance (single vs family or spousal coverage) and how those premium shares were figured into salary levels and the impact on current salaries. Allan Cahill also questioned the new evaluations and reporting requirements and how it is another unfunded mandate on the districts. His question for next month is what is the cost/benefit analysis or this mandate.

**Lisa Siegmund moved to adjourn at 8:48 P.M. Ann Gruenberg seconded the motion and it passed unanimously.**

**Respectfully submitted,**

**Jennifer Nelson, Recording Clerk**

*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.*