

**HAMPTON BOARD OF EDUCATION
HAMPTON, CT**

MEETING MINUTES
September 28, 2011

The meeting was called to order at 7:08 PM by Board Chair John Burnham. Members present were Carol Misak, Ann Gruenberg, Catherine Wade, Rose Bisson, Doug Stewart, Maryellen Donnelly, and Dan Savino. Also present were Superintendent/Principal Marsha Willhoit and Business Coordinator/Admin. Asst. Sally Lehoux. Unable to attend was board member Lisa Siegmund.

2. **Audience for Teachers:** None
3. **Audience for Citizens:** Michelle Mlyniec advocated for 3-day part-time preschool program.
4. **Written Communications to the Board:**
 - The board received a report from the Appleseed Foundation regarding alternative programs to “Keep Kids in School” in response to the new legislation banning most out-of-school suspensions.
 - The board received a letter of resignation from Marsha Willhoit from the superintendent position.

5. **Additions to the Agenda:**
Doug Stewart moved to add discussion of and action on the letter of resignation to the agenda under item 9.1. Dan Savino seconded the motion and it passed unanimously.

Doug Stewart moved to move item 9.e to 9.2. Rose Bisson seconded the motion and it passed unanimously.

Catherine Wade moved to add board endorsement of letter of recommendation for Ann Gurenberg for VP of CABE committee for government relations as item 9.f. Maryellen Donnelly seconded the motion and it passed unanimously.

6. **Approval of Minutes:**
Maryellen Donnelly moved to approve the minutes of 8/31/11. Rose Bisson seconded the motion. The minutes should be amended as follows:
Item 3: ...discussion of Mrs. Newcombe’s concerns *and clarification that the meeting met FOI requirements;*
Item 10: add *related to CMT improvement;*
Item 7c: Remove the last sentence and add: *the anticipated Common Core of Learning curriculum goals from the SDE will be forthcoming.*

The minutes, as amended, passed unanimously.

Dan Savino moved to approve the minutes of 9/14/11. Rose Bisson seconded the motion and it passed unanimously.

7. **Superintendent/Principal Report/Recommendations:**
 - a. **Financial Report:**
The 2011-12 budget is on track.
 - b. **CMT Plan:**
The board reviewed the support and improvement plans, including tiers 2 and 3 interventions.
 - c. **Emergency Action Plan:**
Current emergency action plan was developed for student safety. Mrs. Willhoit developed and distributed a written draft plan for building management and utilization. This will be given to the town’s emergency preparedness coordinator for coordination with the town’s plan.
 - d. **Grant Awards:** The school has received a REAP grant of \$19,859. and a Title I grant of \$9234. The board discussed utilization of the awards.

e. **Other:** A letter was received from the Windham School system requesting discussion of a cooperative agreement for service to their elementary school students to satisfy requirements of NCLB. Hampton did achieve Adequate Yearly Progress this past year.

8. Committee and Representative Reports/Recommendations:

- a. **CABE:** CABE convention is in November in Mystic. Ms. Gruenberg is planning to attend and encourages other board members to attend. CABE has already established communication with the new education commissioner.
- b. **Community and Staff Relations:** None.
- c. **EASTCONN:** Ribbon cutting ceremony was held yesterday. Everything from Willimantic will be moved out to the Hampton offices.
- d. **Finance:** The committee met yesterday. The committee will need to meet with teachers to learn about HSA's (Heath Savings Accounts.).
- e. **Physical Plant and Operations/Roof Building Committee:** The committee has not met. The roofing company continues to finish final details.
- f. **Policies:** Under 9.f.
- g. **Hampton Green Energy Commission:** There was a brief discussion of green energy planning to date.
- h. **Administrative Model:** The committee met and the information will be discussed under 9.d.

9. BUSINESS: (Action anticipated on All Items)

1. Discussion of and Action on Resignation:

Rose Bisson moved to accept Marsha Willhoit Jendrewski's resignation with thanks for all the help she has provided with the transition from the Central Office model. Ann Gruenberg seconded the motion and it passed unanimously.

2. Discussion and Possible Action on Increasing ½ day PK from 2 days to 3 days using REAP Funds:

Ann Gruenberg moved to increase the ½ day preschool from 2 days to 3 days as of Oct. 3 using REAP funds. Maryellen Donnelly seconded the motion. After a discussion of the plan and needs of the community, **Ann Gruenberg withdrew her motion and Maryellen Donnelly withdrew her second.** Administration will provide the board with more information regarding utilization of REAP funds before a final decision is made.

a. Adjustment to School Calendar:

After a discussion of the various opportunities to make up missed days and a survey distributed to families and staff, **Doug Stewart moved to make October 7, 2011, November 11, 2011, and February 20 and 21, 2012 regular student days. The motion passed unanimously.**

Maryellen Donnelly moved to make January 2, 2012 as a day off, in observance of January 1, 2012. Ann Gruenberg seconded the motion and it passed unanimously.

The board will still need to adjust the calendar to adjust for 1 missed PD day.

Doug Stewart moved to remove the bold statement from the calendar regarding emergency closing make up days. Rose Bisson seconded the motion and it passed unanimously.

Maryellen Donnelly moved to add the professional development day to the end of the school year. Dan Savino seconded the motion and it passed unanimously.

- b. **5 Year Plan:** The board reviewed the current 5 year plan and Mr. Burnham will share the plan with the Board of Selectmen for their consideration.

c. Policies:

i. Ann Gruenberg moved to give tentative approval to policy revisions to policies 4112.5, 9270, 9271, 9321, 9322, and 9323, Rose Bisson seconded the motion. After a discussion of the revisions to comply with recent legislative mandates, Ann Gruenberg moved to amend the motion to exclude policy 9270. Rose Bisson seconded the amendment. The motion to give tentative approval passed unanimously.

ii. Ann Gruenberg moved to give tentative approval to new policies 0521.5, 4117.5, and 9325.1. Rose Bisson seconded the motion and it passed unanimously.

iii. Ann Gruenberg moved to give tentative approval to CABE recommended newer versions of policies 0521, 4112.8, 4117.4, and 4131. Catherine Wade seconded the motion and it passed unanimously.

d. Discussion and Possible Action on Administrative Model:

The board discussed the short-term and long-term goals of the administrative model for HES—the immediate need to fill the superintendent vacancy and the long-term goal of the administration of HES. The short-term goal will require a search committee from the board for immediate consideration of filling the superintendent position on a short-term basis. With the consensus of the board, Rose Bisson, Maryellen Donnelly, and Catherine Wade will serve in that capacity. The board discussed the parameters for that goal. The board also discussed the findings of the administrative model committee for long-term administration.

e. Discussion and Possible Action on Increasing ½ day PK from 2 Days to 3 Using REAP funds: See 9.2

f. Board Endorsement of Recommendation of Ann Gruenberg to office of Vice President of Government Relations Committee at CABE.

Rose Bisson moved to endorse Ann Gruenberg’s candidacy. Catherine Wade seconded the motion and it passed unanimously.

10. BOE Communication to the Public: The board will post information regarding the superintendent search and the 5 year plan for the building.

11. Audience for Citizens: None

12. Next Agenda Planning:

- 5-year Plan;
- Response to Windham request;
- Emergency Preparedness Plan;
- Professional Development Committee;
- Policies;
- Utilization of REAP funds/PreK schedule.

Dan Savino moved to adjourn at 10:55 PM. Ann Gruenberg seconded the motion and it passed unanimously.

Respectfully submitted,

Jennifer Nelson
Recording Secretary

Note: Per C.G.S. 10 – 218, Board of Education meeting minutes are provided in a draft format within 48 hours of the date the meeting was held. 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.