

HAMPTON BOARD OF EDUCATION
HAMPTON, CT 06247

ADMINISTRATIVE MODEL COMMITTEE DRAFT MINUTES

**WEDNESDAY, MAY 2, 2012
10:30 AM**

1. CALL TO ORDER

Chair Rose Bisson called the meeting to order at 10:44. Committee members present were Rose Bisson, Maryellen Donnelly, Ann Gruenberg and Catherine Wakely. Also present was Superintendent Paul Graseck. Committee member Ann Gruenberg left the meeting at 12:10.

2. AUDIENCE FOR CITIZENS

None

3. REVIEW MINUTES: 4/18/12

The committee reviewed the minutes of April 18. The following change was made in item 4: "Rose Bisson will use the Scope and Authority, Duties and Responsibilities document to write job descriptions for each position ~~as defined in~~ *listed above* model one."

4. DISCUSS DRAFT JOB DESCRIPTIONS

The committee discussed the draft job description of superintendent.

5. REVIEW IDENTIFIED MODELS AND ADD MODELS IF NECESSARY

Tabled until next meeting.

The meeting adjourned at 12:53.

Respectfully submitted,

Maryellen Donnelly