

HAMPTON BOARD OF EDUCATION
HAMPTON, CT 06247
***SPECIAL* MEETING MINUTES**
WEDNESDAY, MAY 30, 2012
7:00 PM
HAMPTON ELEMENTARY SCHOOL LIBRARY/MEDIA CENTER

BOARD CHAIR JOHN BURNHAM CALLED THE MEETING TO ORDER AT 7:02 P.M. MEMBERS PRESENT WERE CATHERINE WADE, ROSE BISSON, JOAN FOX, MARYELLEN DONNELLY, CAROL MISIK, LISA SIEGMUND AND DOUG STEWART. ALSO PRESENT WERE SUPERINTENDENT OF SCHOOLS DR. PAUL GASECK, PRINCIPAL MARSHA WILLHOIT AND BUSINESS COORDINATOR/ADMINISTRATIVE ASSISTANT SALLY LEHOUX. UNABLE TO ATTEND WAS BOARD MEMBER ANN GRUENBERG.

1. **PEER MEDIATOR PRESENTATION:** MS SAM ROBERSON INFORMED THE BOARD THAT ELEVEN STUDENTS WERE PEER MEADIATORS THIS YEAR. TONIGHT KEVIN LESTON, CAMDEN FREIDMAN, MICHAEL RAHALL, MEG NURNBERG AND TOMMY LEHOUX WERE ABLE TO ATTEND THE BOARD OF EDUCATION MEETING AND REPERSENT THE PEER MEDIATORS. THE ABOVE MENTIONED STUDENTS PRESENTED WHY THEY WERE PEER MEDIATORS. MARSHA WILLHOIT PRESENTED EACH OF THE STUDENTS WITH A PEER MEDIATOR AWARD AND A CITIZENSHIP PIN.
2. **AUDIENCE FOR STAFF:** ELIZABETH LINDORFF INVITED ALL PRESENT TO VISIT THE ART SHOW THAT IS UP IN THE WEST WING. MS SANCHINI ASKED THAT THE BOARD REVISIT THE REDUCTION IN MATH AND GUIDANCE INSTRUCTION. SHE ALSO BROUGHT TO THE BOARD'S ATTENTION HOW GREAT THE CAFETERTIA STAFF IS DOING AND HOW HELPFUL THEY ARE WITH THE OTHER STAFF IN THE BUILDING. WENDY TIMBERMAN REPORTED TO THE BOARD MULTIPLE EVENTS THAT HAVE TAKEN PLACE AT THE HAMPTON ELEMENTARY SCHOOL.
3. **AUDIENCE FOR CITIZENS:** MR. REVELL SANBERG-DIMENT BROUGHT TO THE BOARD'S ATTENTION THAT THE LIGHTS ARE CONSTANTLY ON AND THAT WE SHOULD LOOK INTO WHY THEY ARE ON FOR THAT LONG OF A PERIOD. MARSHA WILLHOIT SAID THAT SHE WOULD CHECK INTO THE TIMERS THAT CONTROL THE LIGHTS. DANA MCDERMOTT ASKED THAT THE BOARD TAKE INTO CONSIDERATION THE VOTE THAT TOOK PLACE ON THE BUDGET WHEN THEY ARE REVIEWING THE BUDGET. SHE ALSO ENTERED A FOI THAT SHE WOULD LIKE THE TOOL USED TO EVALUATETHE PEOPLE WHOSE BENEFITS WERE DISCUSSED IN EXECUTIVE SESSION AT THE FINANCE MEETING. JOHN BURNHAM SPOKE TO THIS QUESTION. KATHY DONAHUE WOULD ALSO LIKE THE BOARD TO TAKE INTO CONSIDERATION THE VOTE THAT TOOK PLACE WITH THE BUDGET AND MADE THE RECOMMENDATION TO PURCHASE A TIME CLOCK TO HELP FIX THE PROBLEM WITH TIMESHEETS. KATE DONNELLY WANTED TO COMMEND THE BOARD FOR THE HARD WORK THAT THEY ARE DOING AND HOPE THAT THEY STAY THE COURSE.
4. **WRITTEN COMMUNICATIONS TO BOARD:** NONE
5. **APPROVAL OF MINUTES APRIL 25, 2012:** ROSE BISSON MOVED TO APPROVE THE MINUTES OF APRIL 25, 2012. WITH THE FOLLOWING AMENDMENTS: PHYSICAL BE CHANGED TO FISCAL IN ITEM 22 AND IN NUMBER NINE A, B, C SHOULD HAVE FINAL APPROVAL AND UNDER D MADE A MOTION TO TENTATIVELY APPROVE. MARYELLEN DONNELLY SECONDED THE MINUTES AND IT PASSED WITH THE FOLLOWING VOTE:
YES: JOHN BURNHAM, MARYELLEN DONNELLY, ROSE BISSON, CATHERINE WADE, JOAN FOX AND CAROL MISAK.
ABSTAIN: DOUG STEWART AND LISA SIEGMUND
6. **SUPERINTENDENT REPORTS/RECOMMENDATIONS:**
 - a. **FINANCIAL REPORT:** DR GASECK REPORTED THAT THE BUDGET VERSUS ACTUAL IS STILL DOING PRETTY WELL AND THAT THE LINE ITEMS THAT HAVE OVERAGES CAN BE PAID WITH LINE ITEMS THAT HAVE MONEY REMAINING.
 - b. **NOTIFICATION OF BUDGET CATEGORY OVERAGES:** DR GASECK NOTIFIED THE BOARD OF OVERAGES IN CATEGORIES 300, 500 AND 700. HE REQUESTED THAT THE OVERAGES IN THE 300 AND 700 CATORGORIES BE PAID WITH REMAINING MONEY IN THE 100 CATEGORY AND THE OVERAGE IN THE 500 CATEGORY BE PAID WITH REMAINING MONEY IN THE 600 CATERGORY.
 - c. **ANTHEM ELIGIBILITY REQUIREMENTS:** DR GASECK INFORMED THE BOARD THAT THE INSURANCE BROKER SAID THAT ANY EMPLOYEE WORKING 20 OR MORE HOURS A WEEK IS ELIGIBLE FOR BENEFITS AS FAR AS ANTHEM IS CONCERNED. ANTHEM IS ALSO WILLING TO LOWER THE MINIMUM REQUIRED HOURS FOR AN EMPLOYEE TO BE ELIGIBLE FOR BENEFITS BUT DR GASECK DOES NOT RECOMMEND GOING THIS ROUTE BECAUSE IT MIGHT LIMIT OUR OPTIONS IF WE EVER DECIDE TO CHANGE CARRIERS.
 - d. **OTHER:** DR GASECK AND MARSHA WILLHOIT TOUCHED ON THE TIMECARD ISSUE THAT WAS BROUGHT UP BY KATHY DONAHUE.

7. **PRINCIPAL REPORTS:** MARSHA WILLHOIT TOUCHED ON MULTIPLE EVENTS THAT HAVE OCCURRED IN HAMPTON ELEMENTARY SCHOOL AND OTHER EVENTS THAT HAMPTON ELEMENTARY SCHOOL STUDENTS HAVE PARTICIPATED IN. SHE ALSO INFORMED THE BOARD OF EVENTS THAT WILL BE HAPPENING IN THE ELEMENTARY SCHOOL IN THE UPCOMING MONTHS.
8. **REQUEST FROM CONSERVATION COMMISSION CONCERNING SUPPORT FOR TOWN ACQUIRING LAND FOR OPEN SPACE FOR ITS POTENTIAL EDUCATIONAL BENEFITS:** MS. HUANG ADDRESSED THE BOARD ABOUT THE PROPOSAL THAT THE CONVERSATION COMMITTEE IS PUTTING TOGETHER TO GET A GRANT TO PROTECT OPEN SPACE IN HAMPTON. THEY ARE LOOKING FOR SUPPORT TO INCLUDE IN THEIR PROPOSAL TO RECEIVE THE GRANT. KATE DONNELLY STATED THAT SHE THOUGHT IT WAS INAPPROPRIATE FOR THE BOARD TO MAKE A DECISION ON THIS PROPOSAL. **ROSE BISSON MADE A MOTION THAT THE BOARD MAKE A REQUEST TO HAVE DR GASEK WRITE A LETTER IN SUPPORT OF THE PROPOSAL. LISA SIEGMUND SECONDED THE MOTION AND THE MOTION DID NOT PASS WITH FOLLOWING VOTE:**
YES: ROSE BISSON AND LISA SIGMUND
OPPOSED: JOAN FOX, CAROL MISAK, CATHERINE WADE, JOHN BURNHAM, DOUG STEWART, AND MARYELLEN DONNELLY.
MARYELLEN DONNELLY MADE A MOTION THAT DR GASECK WRITE A LETTER STATING THE VALUE GOODWIN FOREST AND OPEN SPACES HAVE FOR THE STUDENTS. LISE SIGMUND SECONDED THE MOTION THE MOTION PASSED WITH THE FOLLOWING VOTE:
YES: JOAN FOX, CAROL MISAK, LISA SIEGMUND AND MARYELLEN DONNELLY.
OPPOSED: CATHERINE WADE AND DOUG STEWART
ABSTAINED: JOHN BURNHAM AND ROSE BISSON
9. **COMMITTEE AND REPRESENTATIVE REPORTS/RECOMMENDATIONS:**
 - a. **CABE:** NOTHING TO REPORT
 - b. **COMMUNITY AND STAFF RELATIONS:** NOTHING TO REPORT
 - c. **EASTCONN:** NOTHING TO REPORT
 - d. **FINANCE:** ROSE BISSON REPORTED TO THE BOARD THAT THEY HAD A VERY EFFECTIVE MEETING AND THAT DR GASECK HAD TOUCHED ON MUCH OF WHAT THEY HAD DISCUSSED IN THE COMMITTEE DURING THE SUPERINTENDENT'S REPORT.
 - e. **PHYSICAL PLANT & OPERATIONS/ROOF BUILDING:** NOTHING TO REPORT
 - f. **POLICIES:** SEE ITEM 10
 - g. **HAMPTON GREEN ENERGY:** MARYELLEN DONNELLY INFORMED THE BOARD OF EQUIPMENT THEY ARE LOOKING IN TO PURCHASE THAT CAN BE PLACED ON THE BUILDING TO HELP GENERATE ELECTRICITY FOR THE BUILDING.
 - h. **AD HOC SHARED SERVICES:** JOAN FOX REPORTED TO THE BOARD THAT THE COMMITTEE DID MEET AND THAT THE MEETING WAS INFORMAL. JOHN BURNHAM STRESSED THE IMPORTANCE OF THIS COMMITTEE.
 - i. **ADMINISTRATIVE MODEL:** ROSE BISSON REPORTED TO THE BOARD THAT THEY ARE STILL LOOKING AT THE DIFFERENT ADMINISTRATIVE MODELS AND DISCUSSING WHICH MODEL WOULD WORK BEST.
10. **ACTION ON POLICIES**
 - a. **FINAL APPROVAL OF POLICY 1500 AND RESCIND PRIOR VERSIONS:** MARYELLEN DONNELLY MADE A MOTION FOR FINAL APPROVAL OF POLICY 1500 AND RESCIND PRIOR VERSION. ROSE BISSON SECONDED THE MOTION AND ALL WERE IN FAVOR.
 - b. **TENTATIVE APPROVAL OF 3160 AND 3280:** MARYELLEN DONNELLY MADE A MOTION OF TENTATIVE APPROVAL OF POLICY 3160. ROSE BISSON SECONDED THE MOTION. MARYELLEN WITHDREW HER MOTION. THE POLICY COMMITTEE IS TABLING POLICY 3280.
 - c. **RESCIND 3321, 3326.1:** MARYELLEN DONNELLY MADE A MOTION TO RESCIND POLICY 3321& 3326.1. ROSE BISSON SECONDED THE MOTION AND THE MOTION PASSED UNANIMOUSLY.
11. **HEALTHY FOOD CERTIFICATION:** DR GASEK INFORMED THE BOARD THAT THE SCHOOL DOES HAVE TO FOLLOW THESE GUIDELINES WITH THE LUNCH PROGRAM REGARDLESS OF WHETHER OR NOT WE SIGN ON FOR THIS CERTIFICATION. DR GASEK ALSO WOULD LIKE TO MAKE A RECOMMENDATION TO HAVE THE BOARD ADD TO THE NEXT MEETING AN INCREASE TO THE PRICE OF LUNCH AND BREAKFAST FOR THE NEXT SCHOOL YEAR. **ROSE BISSON MADE A MOTION TO APPROVE THE APPLICATION FOR THE HEALTHY FOOD CERTIFICATION. CATHERINE WADE SECONDED THE MOTION AND IT PASSED UNANIMOUSLY.**
12. **ROOF PROJECT (POSSIBLE RECOMMENDATION TO ACCEPT AS COMPLETE):** DR GASECK INFORMED THE BOARD THAT THE ROOF IS COMPLETED HOWEVER HE CANNOT REPORT THAT THERE WILL BE NO OTHER BILLS FROM THE CONTRACTOR.

- 13. UNEXPENDED FUNDS ACCOUNT: MARYELLEN DONNELLY MADE A MOTION THAT THE BOARD OF EDUCATION APPROACH THE FISCAL AUTHORITY OF THE TOWN TO REQUEST THE ESTABLISHMENT OF A CAPITAL FUND EQUAL TO OR LESS THAN \$7,000 FOR THE PURPOSE OF TILING TWO CLASSROOMS AND A RESTRICTED GENERAL FUND EQUAL TO OR LESS THAN \$15,000 FOR PROFESSIONAL DEVELOPMENT, PRE-K PROGRAM, AND OR UNEMPLOYMENT COMPENSATION. ROSE BISSON SECONDED THE MOTION AND THE MOTION PASSED UNANIMOUSLY.**
- 14. REQUEST TO EXTEND SICK BANK: DR GRASEK MADE A RECOMMENDATION THAT WE EXTEND THIS EMPLOYEE SICK BANK TO JUNE 14, 2012. DOUG STEWART MADE A MOTION THAT WE EXTEND SICK BANK TO THE END OF THE SCHOOL YEAR FOR THE EMPLOYEE. MARYELLEN DONNELLY SECONDED THE MOTION AND IT PASSED UNANIMOUSLY.**
- 15. SCHOOL READINESS/PRE-K FUNDING: ROSE BISSON MADE A MOTION TO TERMINATE .2 FTE CERTIFIED PRE-K POSITION. DOUG STEWART SECONDED THE MOTION AND IT PASSED UNANIMOUSLY.**
- 16. 2012/2013 BUDGET: DR GRASECK INFORMED THE BOARD OF EDUCATION THAT IF THE FINAL BUDGET THAT THE TOWN PASSES IS LESS THAN THE CURRENT SCHOOL BUDGET THE TOWN WOULD BE PENALIZED TWICE THE DOLLAR AMOUNT OF THE UNDERAGE. SPECIAL MEETING BEING HELD AT THE HAMPTON ELEMENTARY SCHOOL LIBRARY/MEDIA CENTER TUESDAY JUNE 5, 2012 AT 6:00PM AND WEDNESDAY JUNE 6, 2012 AT 6:00PM.**
- 17. CONTRACTS AND NON-CERTIFIED EMPLOYEES' HANDBOOKS: ROSE BISSON MADE A MOTION IN THE NURSE'S CONTRACT ARTICLE 3 SECTION B, WHICH IS CALLED PERSONAL LEAVE; CHANGE THE WORD PRINCIPAL TO SUPERINTENDENT. LISA SIGMUND SECONDED THE MOTION AND IT PASSED WITH THE FOLLOWING VOTE:
YES: JOHN BURNHAM, MARYELLEN DONNELLY, ROSE BISSON, LISA SIEGMUND, CATHERINE WADE, JOAN FOX AND CAROL MISAK
NO: DOUG STEWART**
- 18. ROSE BISSON MADE A MOTION TO CHANGE THE CAFETERIA DIRECTOR'S CONTRACT IN ARTICLE 2 TO REDUCE THE NUMBER OF WORK DAYS TO 189 DAYS A YEAR AND DEFINE THE WORK DAY AS 6.5 HOURS A DAY. LISA SIEGMUND SECONDED THE MOTION. ROSE BISSON AND LISA SIEGMUND WITHDREW THEIR MOTION. MARYELLEN DONNELLY MOVED TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSION OF A PUBLIC EMPLOYEE AT 10:14. ROSE BISSON SECONDED THE MOTION AND IT PASSED WITH ALL IN FAVOR. DR. GRASECK WAS INVITED TO THE EXECUTIVE SESSION. DOUG STEWART RECUSED HIMSELF FROM THE EXECUTIVE SESSION. BOARD OF EDUCATION MEETING REENTERED PUBLIC SESSION AT 10:30. ROSE BISSON MADE A MOTION TO CHANGE THE CAFETERIA DIRECTOR'S CONTRACT IN ARTICLE 2 TO REDUCE THE NUMBER OF WORK DAYS TO 189 DAYS A YEAR AND DEFINE THE WORK DAY AS 6.5 HOURS A DAY. LISA SIEGMUND SECONDED THE MOTION AND THE MOTION PASSED WITH THE FOLLOWING VOTE:
YES: JOHN BURNHAM, MARYELLEN DONNELLY, ROSE BISSON, LISA SIEGMUND, CATHERINE WADE, JOAN FOX AND CAROL MISAK
ABSTAIN: DOUG STEWART**
- 19. BOE COMMUNICATION TO THE PUBLIC: WHEN THE BOARD FINISHES THE BUDGET THEY WILL INFORM THE PUBLIC.**
- 20. AUDIENCE FOR CITIZENS: KATHY DONAHUE BROUGHT TO THE ATTENTION OF THE BOARD THOSE TOWNS OUTSIDE OF THE AD HOC SHARED SERVICES COMMITTEE SHOULD BE CONTACTED FOR COLLABORATION ON SHARED SERVICES.**
- 21. MARYELLEN DONNELLY MOVED TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSION OF THE PERFORMANCE AND EMPLOYMENT OF A PUBLIC EMPLOYEE AT 10:45. ROSE BISSON SECONDED THE MOTION AND IT PASSED WITH ALL IN FAVOR. DR. GRASECK WAS INVITED TO THE EXECUTIVE SESSION. THE BOARD RE-ENTERED PUBLIC SESSION AT 11:36 PM. CAROL MISAK MADE A MOTION TO ADJOURN, SECONDED BY MARYELLEN DONNELLY. THE VOTE WAS UNANIMOUS AND THE MEETING ADJOURNED AT 11:47 PM.**

RESPECTFULLY SUBMITTED,
RACHEL LINKKILA