

**HAMPTON BOARD OF EDUCATION
HAMPTON, CT**

REGULAR MEETING
April 27, 2011

The meeting was called to order at 7:06 PM by Board Chair John Burnham. Members present were Rose Bisson, Maryellen Donnelly, Carol Misak, Dan Savino, and Ann Gruenberg (7:25 PM). Also present were Superintendent/Principal Marsha Willhoit and Financial Assistant Sally Lehoux. Unable to attend were board members Doug Stewart, Lisa Siegmund, and Catherine Wade.

2. **Audience for Teachers:** None
3. **Audience for Citizens:** None
4. **Written Communications to the Board:** None
5. **Additions to the Agenda:**
Rose Bisson moved to add an appointment of a committee to study Health Savings Accounts to the agenda under item 9.i. Dan Savino seconded the motion and it passed unanimously.
6. **Regionalism Presentation, Paula Colen of EASTCONN:**
Paula Colen, Executive Director of EASTCONN, Hampton's local Regional Education Service Center (RESC) discussed the concept of regionalism and the effort to provide services on a regional basis and supporting the needs of individual member districts. EASTCONN serves 33 communities and 36 school districts in the Northeastern region of the state. EASTCONN provides programs and services for educators and students and tries to maximize the region's effective use of resources. Among the topics discussed were:
 - regional health collaborative;
 - regional media relations;
 - transportation studies;
 - uniform school calendars.
7. **Approval of Minutes:**
Rose Bisson moved to approve the minutes of 3/30/11. Maryellen Donnelly seconded the motion. The minutes were amended as follows:
 - these are the "minutes" of the special meeting;
 - Under 7.C. should read: Recommends changing title to Business Coordinator and the third note should read: Marsha Willhoit concurred with the teachers' letters to request a raise for paraprofessionals.
 - Under 8.A. it is NSBA, not NSDA.**The motion to approve the minutes, as amended, passed unanimously.**

Lisa Siegmund moved to approve the minutes of 4/14/11. Maryellen Donnelly seconded the motion. The minutes should be amended as follows:
 - under 5:
The vote for the motion to add the .2 pre-k position to the 2011-2012 budget...:
"The motion carried 8-1 with the following vote:
YES: C. Misak, A. Gruenberg, C. Wade, L. Siegmund, J. Burnham, D. Stewart, M. Donnelly, and D. Savino.
NO: R. Bisson

 - The vote for the motion to reduce supplies:**
The motion carried 5-4 with the following vote:
YES: A. Gruenberg, L. Siegmund, R. Bisson, J. Burnham, and M. Donnelly,
NO: C. Misak, C. Wade, D. Savino, D. Stewart

-Under 6:
Rose Bisson moved to adjourn the meeting.

The minutes, as amended, passed unanimously.

The board wished to express their gratitude to Ms. Savino for taking minutes on short notices.

8. Superintendent/Principal Report/Recommendations:

a. Financial Report:

The financial statements are on track with the budget thus far.

b. Latchkey:

If the current trend continues, the Latchkey program will realize an \$11,000 loss and the cafeteria has projected loss of \$7,000 for this year. Latchkey attendance is down. Ms. Bisson recommended the board consider the purpose of the Latchkey program and revisit this topic next month. The administration will gather historic data of the program.

c. Strategic School Profile:

Ms. Willhoit distributed the 2009-10 report.

d. Superintendent/Principal Goals:

Ms. Willhoit distributed a compilation of her accomplishments for this year's goals and recommendations for ongoing success. The board appreciated the data and feedback regarding the goals.

e. Roof & Multipurpose Room Operable Wall:

Tom Hibbard, representative for the roof design firm presented the roofing plan to the board. There will be a building committee meeting next week to make a recommendation to the full board. The operable wall specifications are ready and will go out to bid next week. The work will be completed over the summer.

f. Other:

Karen Basil will be resigning at the end of this school year. The opening will be posted in-house and then advertised on CT REAP. Mr. Burnham and Ms. Willhoit will hold a telephone conference with the parents of a student regarding a potential legal question.

9. Committee and Representative Reports/Recommendations:

a. CABE:

The organization voted to freeze dues fees for next year. Ms. Gruenberg also sent a brief thank-you note to Nick Caruso on behalf of the board for his presentation and cc'd Bob Radar, CABE Exec. Director. CABE is also working on plans for next year's conference and continue to hold workshops for interested board members.

b. Community and Staff Relations: None.

c. EASTCONN: None (Dr. Wade was not in attendance at the Hampton board meeting.)

d. Finance: The committee did not meet.

e. Physical Plant and Operations: The committee met this evening, but there was no quorum. This meeting will need to be posted as the building committee next week.

f. Policies: The committee has met and will make recommendations under 10.a.

g. Hampton Green Energy Commission: The committee continues to pursue free panels for the school and will send out invitations to many area towns to discuss and address roadblocks to alternative energy.

h. Administrative Model:

There will be a meeting on 5/18. An agenda will be posted.

i. Appointment of HSA Study Committee:

This committee will consist of certified staff and board members to study the benefits and drawbacks of Health Savings Accounts. Rose Bisson and Carol Misak will serve as board representation. The HEA will appoint someone for their association. Ms. Willhoit will also be a part of this committee.

10. BUSINESS: (Action anticipated on All Items)

a. Policies:

Ann Gruenberg moved to give tentative approval to policy 6141.312 – Instruction – Migrant Students. Maryellen Donnelly seconded the motion. After a brief discussion, the motion carried with the following vote:

**YES; C. Misak, A. Gruenberg, J. Burnham, M. Donnelly, D. Savino
NO: R. Bisson**

Ann Gruenberg moved to give tentative approval to policy 6171.2 – Instruction – Special Education, Preschool. Maryellen Donnelly seconded the motion. After a brief discussion, the motion passed unanimously.

b. Superintendent Recommendation to Change Financial/Administrative Asst Title:

Ann Gruenberg moved to change the title Financial/Administrative Assistant title to Business Coordinator/Administrative Assistant with job duties unchanged. Rose Bisson seconded the motion. After a discussion of the position(s), the motion passed unanimously.

c. BOE Communications to the Public:

Mr. Burnham submitted an article to the Gazette. The budget can also be posted on the website. Ms. Gruenberg shared information she had obtained from Kelly Moyer from CABE.

d. Audience for Citizens: None

e. Next Agenda Planning:

- Latchkey Program;
- Policies/Bylaws;
- Review of Budget Process.

There will be a special BOE meeting on May 5th at 7 PM. Agenda items will include:

- Building Committee Recommendation;
- Discussion of telephone conference.

f. Superintendent/Leadership Team Evaluation:

The board will discuss goal setting protocol and process at a future meeting.

Rose Bisson moved to adjourn at 10:15 P.M. 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.