



Hampton Board of Education
380 Main Street
Hampton, CT 06247

July 26, 2023
7:00 pm

HES Library

Minutes

1. Call to Order

Chair Rose Bisson called the meeting to order at 7:00pm. **Present:** Chair Rose Bisson, Juan Arriola, Mark Becker, Dennis Timerman, Diane Gagnon, Maryellen Donnelly. **Not present:** John Russell, David Halbach
Staff and Others: Acting Superintendent Valerie Bruneau, Business Coordinator Sally Lehoux, Principal Patrice Merendina, First Selectman Allan Cahill, and others.

2. Correspondence to the Board

- Letter from Stefan Ozga, UniServ Representative about the 2023 Negotiations between the Hampton Education Association and the Hampton Board of Education.
- Letter of resignation was received from Team A teacher Katherine Schiano.

3. Approval of the Minutes from 6/28/23, special meeting 6/21/23 & 7/11/23

Diane Gagnon motioned to approve the minutes from 6/28/23, special meeting 6/21/23 and 7/11/23. Dennis Timberman seconded. The Board voted after a brief discussion. Voting Yes: Diane Gagnon, Dennis Timberman, Mark Becker. Voting No: Juan Arriola. Abstention: Maryellen Donnelly.

The motion carried 3-1-1

4. Superintendent's Report

- Completed Read to Write Grant (\$5,000 /2 years) that will be used to support the Science of Reading (SOR) "Wonders" program materials and PD
- Submitted application for After School Grant - (ca. \$72,000) to support Literacy, Field Trips, STEM/STEAM activities, Arts, Math, Music, Recreational equipment and parent engagement. Longshot but will know by September.
- Shared CABE/CAPSS November Convention is open for registration which provides a useful professional development in a variety of breakout sessions.
- Valerie is also happy to contact CABE for training possibilities for Board members and is happy to schedule any if there is interest.
- Reported on Teacher Evaluation and PDEC. Focus on goal setting for teachers and building a committee to comply with new statutes.
- Updates to the Safety and Security state document are being monitored and areas of "concern" are being addressed immediately. Positive adjustments have been made.
- Updated the Board about the change of the minimum age for Kindergarten enrollment and how PreKindergarten students may have to be in the School Readiness program for 3 years could be a challenge for parents. This will certainly be a School Readiness Council item this year.
- The principal's contract had some slight adjustments, one of them being a change of the amount of life insurance from the teachers' 35K to an admin 75K (difference is 11.00 month cost). . Acting Superintendent Valerie Bruneau also shared Principal Merendina's great success in getting certified for all her required training within a very tight timeline.

This is a draft until approved by the Board of Education.



5. Principal's Report

- Created schedule with Mr. Harris for floor cleaning
- Assessed locks and keys for a more secure school
- Worked on creating a new physical classroom space for existing Intervention (SRBI)
Elaborated on small group learning and questions about “what does Intervention mean for students”
- Organized various spaces, such as staff lounge
- Reported on iReady/Ready Math, materials distributed, trainings schedules
- Reported on “Wonders”, teacher’s received initial training, PD opportunities, materials to be distributed
Discussed possibility of a professional library to support teachers
- Working on using Google DRIVE applications for more efficient communication and supporting staff
- Interview process for Team C vacancy has started Team A will now follow
Discussed salary settings and Union contracts on salary per steps
Highlighted importance of Teacher Evaluations and TEAM mentoring for new teachers
- Met with HEA president to discuss master schedule, committee needs, policies and procedures
- Working on Professional Development
- Reported on successful summer program and connections and support with the community

6. Business Coordinator's Report

Business Coordinator Sally Lehoux shared the DRAFT Budget vs. Actual report and reported on the 2022-2023 Budget surplus of 1.73%, \$35,477. She elaborated on numbers for her requested transfers of funds.

7. Board Business: Plan for upcoming Negotiations

The Board is planning to establish a Negotiations team that will include 4 Board members. They will also reach out to the Board of Finance to appoint an Observer. It is anticipated to meet once per week, as this was done in the past.

8. Board Business: Discussion of BOE Vacancy

Matthew Flegert wrote to the town clerk that he is resigning from the Board of Education, effective last week. The BoE opening shall be posted on the town’s website, the school’s website, as well as to be shared with the community through a message to all parents from the school messenger program. A possible posting in the Gazette is as well anticipated. A Special Meeting will be held to interview a possible new member. The date is yet to be determined.

9. Committee and Liaison reports: Any updates will be presented by committees

No committees have met since the last meeting.

EASTCONN met and Maryellen Donnelly shared that EASTCONN hired a Strategic planner who has met with the Board and families. She furthermore shared that EASTCONN administers TEAM training throughout the whole state.

10. Additions to the Agenda

Mark Becker motioned to add the Discussion to accept Katherine Schiano's letter of resignation as well as the Discussion and Possible Action of the Request to transfer funds per Business Coordinator's report to the agenda, Maryellen Donnelly seconded. Voting Yes: Mark Becker, Maryellen Donnelly, Diane Gagnon, Dennis Timberman. Voting No: Juan Arriola.

The motion passed 4-1-0

10.a Discussion to accept Katherine Schiano's letter of resignation

Diane Gagnon motioned to accept Katherine Schiano's letter of resignation with appreciation, Dennis Timberman seconded. The motion carried unanimously.



10b. Discussion and Possible Action of the Request to transfer funds per Business Coordinator's report

Maryellen Donnelly motioned to approve the requested transfer of funds as stated in the Business Coordinator report about the 2022-2023 Budget. Mark Becker seconded. Business Coordinator Sally Lehoux elaborated on numbers for her requested transfers of funds. (See full Business Coordinator report attached to these minutes.) Voting Yes: Dennis Timberman, Mark Becker, Maryellen Donnelly. Voting No: Diane Gagnon, Juan Arriola.

Motion Passed 3-2-0

11. Next Agenda Planning

None

12. Audience for Citizens and Staff

First Selectman Allan Cahill asked to add a second "Audience for Citizens and Staff" agenda item back to the top of the agenda as it would benefit the citizens to be able to speak early on in the meetings.

He furthermore shared how in the past the School building was used for various recreational activities, such as sports in the gym, and would like to gain access again to have the Recreation and Community Activities Commission utilize the building for sports activities and events.

13. Adjournment

Mark Becker motioned to adjourn the meeting at 8:36pm, Dennis Timberman seconded. The motion carried unanimously.

Respectfully submitted,

Ramona Anderson