



HAMPTON ELEMENTARY SCHOOL
LIBRARY MEDIA CENTER
380 MAIN STREET
HAMPTON, CT 06247

WEDNESDAY DECEMBER 17, 2025
7:00 PM
HAMPTON BOARD OF EDUCATION
MEETING MINUTES

1. Call to Order

Chair Mark Becker called the meeting to order at 7:01.

Those in attendance were Juan Arriola, Laura Barrow, Mark Becker, Stephanie Bora, Nick Brockett, Maryellen Donnelly, Elizabeth Lindorff, Tim Studer, and Dennis Timberman. Also in attendance were Superintendent Andrew Skarzynski, Director of Special Education Mary Jo Chretien, and Business Coordinator Sally Lehoux.

2. Board Training: Restorative Approaches, HES School Counselor Laura Sorel

Counselor Laura Sorel gave an overview of restorative approaches and how they are implemented at HES. Board members applauded her presentation.

3. Audience for Citizens and Staff on the Agenda Items

First Selectman Allan Cahill asked whether the sunroom renovation was complete.

Juan Arriola asked why there was no second audience for citizens. A second audience was included in the agenda emailed on December 15 but was erroneously left out of the agenda emailed on December 16.

Board of Finance chair Kathy Donahue asked for the number of students attending a magnet school or placed out of HES.

4. Correspondent to the Board

The November 18 letter from First Selectman Allan Cahill to the Chair of the Pomfret Board of Education requesting an invitation to enroll Hampton elementary school students at Pomfret Elementary School and for tuition rates was emailed to Hampton BOE members on December 12. The reply from the Chair of the Pomfret Board of Education to Allan Cahill was included in BOE documents emailed on December 16.

A holiday card was received from Friar Architecture.

5. Approval of Minutes from Special Board Meeting 11/19/2025

Motion: Maryellen Donnelly moved to approve the minutes of November 19, 2025. Stephanie Bora seconded the motion.

Voting yes were Juan Arriola, Laura Barrow, Mark Becker, Stephanie Bora, Nick Brockett, Maryellen Donnelly, Elizabeth Lindorff, Tim Studer, and Dennis Timberman.

The motion passed unanimously.

6. Principal's Report

Director of Special Education Mary Jo Chretien reported that the 2023-2024 Annual Performance Report published in September 2025 reveals that HES has no areas that did not meet targets. She shared the professional learning opportunities that she attends. In Principal Smith's absence, Director Chretien also reported on school events, the completion of first quarter report cards and conferences, anticipation of second cycle progress monitoring and Multi-Tiered System of Support (MTSS) instruction, and actions that help students learn school norms.

Juan Arriola suggested that an upcoming school event be postponed due to high flu numbers.

7. Superintendent's Report

Superintendent Skarzynski reported that the EPA's Tools for Schools Indoor Air Quality Checklist has been completed and has been posted to the school's website (go to *About HES, Facilities Forms*). The mandated Indoor Air Quality and HVAC inspection which must be done every five years has been completed. A draft report has been received.

Recess improves student learning and HES provides students outdoor recess when temperatures are 10° F or greater and there is no precipitation.

CABE training on development of budgets is available online.

Staff is working on the 2026-2027 budget and school calendar. An additional day for teacher learning and reducing student days from 183 to 182 may be requested.

In-school and homeschool student enrollment by grade was shared.

People were encouraged to voice appreciation to Lark Peck for her long-term work as music and drama teacher. She is retiring at the end of the school year.

Superintendent Skarzynski shared that Nicky Sales is a hero for life saving services that she provided when going home for lunch. Nicky Sales is a HES paraeducator and local EMS volunteer.

Superintendent Skarzynski will place a BOE letter of recognition in Nicky Sales file as suggested by Juan Arriola.

Superintendent Skarzynski responded that home school numbers are self reported in response to Nick Brockett's inquiry about how they are captured.

Mark Becker inquired about the number of students who attend a magnet school or are placed in programs outside of HES; ten is the approximate number.

8. Business Coordinator's Report

Sally Lehoux reported that HES is within budget for the current school year. The increase in transportation will be included in the budget for next year.

9. Committee and Liaison Reports

a. Finance and Operations

Mark Becker reported that repairs included in the draft report of the Indoor Air Quality and HVAC inspection can be done. The sunroom will be inspected to determine if all work has been completed. Per town ordinance, a second bid for enclosing the oil tank is needed and a request will be published.

b. EASTCONN

Maryellen Donnelly reported that EASTCONN does not have a full board meeting in December. The Finance meeting discussion included no increase in magnet school tuition for 2026-2027 and hopes for full state funding of magnet school tuition in five years.

c. Policy Committee

The policy committee did not meet.

10. Discussion and Possible Action: Committee Assignments

BOE members received committee assignments. Chair Becker provided guidance for committees:

- Read policy 9132
- Limit participation during committee meetings to four BOE members. Other BOE members can attend as audience for citizens. Greater than four board members participating in a committee meeting would constitute a quorum of the board and would require posting as a BOE meeting rather than a committee meeting.
- A leader, or chair, of the committee and a recorder of minutes is suggested.
- The leader may write the agenda and send it to HES's administrative assistant for posting.
- An agenda for the committee meeting must be posted 24 hours prior to the meeting.
- Committee meetings are public meetings and must follow FOI rules
- Minutes must be recorded and posted
- No motions are made during committee meetings.

No motions are made to add to the agenda.

No motions are made to approve minutes; minutes can be reviewed during meetings for any necessary changes.

A discussion of the role of the curriculum committee was held.

11. Discussion and Possible Action: 2026 Board of Education and Fiscal and Operation Committee Meeting Dates

Motion: Tim Studer moved to approve the full BOE meeting dates as recommended by Superintendent Skarzynski as well as the Finance and Operations Committee meeting dates. Laura Barrow seconded the motion.

Voting yes were Juan Arriola, Laura Barrow, Mark Becker, Stephanie Bora, Nick Brockett, Maryellen Donnelly, Elizabeth Lindorff, Tim Studer, and Dennis Timberman.

The motion passed unanimously.

12. Discussion and Possible Action: Board Retreat Date

A tentative date of Friday, March 6, 2026 from 4-7 PM was set. Superintendent Skarzynski will seek a facilitator.

13. Additions to the Agenda

Motion: Stephanie Bora moved to add a second audience for citizens, a report on the December 3 multi town meeting held at the invitation of the Scotland BOE and a report on the 2025 CABA New Board Member Orientation and Leadership Conference.

Elizabeth Lindorff seconded the motion.

Voting yes were Juan Arriola, Laura Barrow, Mark Becker, Stephanie Bora, Nick Brockett, Maryellen Donnelly, Elizabeth Lindorff, Tim Studer, and Dennis Timberman.

The motion passed unanimously.

13a. Second Audience for Citizens

Laura Sorel reported that the community readers in an upcoming school event are people already in the school serving as substitutes or volunteers. Kathy Donahue reported as vice chair of the senior group that due to flu season seniors would like to postpone participation in school events. She reported at a Board of Finance meeting that there are less expensive ways to block the oil tank from vehicles than the proposal received by the HES F&O committee. First Selectman Allan Cahill concurred.

Chair Becker honored Ann Gruenberg who recently died. Ann served on the Hampton BOE from 2001 through February 2023, was Hampton's representative to CABA, and was a CABA president.

13b.

Board members and Superintendent Skarzynski reported on summer school collaboration in Scotland for students with Individual Education Plans. Maryellen Donnelly will send notes to BOE members about three collaborative efforts discussed during the December 3 meeting in Scotland.

13c. Mark Becker reported on some of the training that occurred during CABA's New Board Member Orientation and Leadership Conference. One session he attended discussed AI.

Juan Arriola suggested that Hampton resident Jamie Boss be asked to present to the BOE on AI.

14. Possible Executive Session: Superintendent Goals

An executive session was not held. Juan Arriola read reasons to hold an executive session and said that superintendent evaluation is a reason to meet in executive session.

15. Next Agenda Planning

Budget
Calendar

16. Adjournment

Motion: Juan Arriola moved to adjourn.

Laura Barrow seconded the motion.

Voting yes were Juan Arriola, Laura Barrow, Mark Becker, Stephanie Bora, Nick Brockett, Maryellen Donnelly, Elizabeth Lindorff, Tim Studer, and Dennis Timberman.

The motion passed unanimously.

The meeting adjourned at 8:46.

Respectfully submitted,
Maryellen Donnelly