



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

WEDNESDAY JUNE 24, 2026
6:30 PM
HAMPTON BOARD OF EDUCATION
MEETING MINUTES

1. Call to Order
Chair Mark Becker called the meeting to order at 6:31.
Those in attendance were Juan Arriola, 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. Audience for Citizens and Staff on Agenda Items
Dayna McDermott Arriola commented about answering questions during audience for citizens, content of a flyer, and community engagement.
3. Correspondent to the Board
None
4. Approval of Minutes from Special Board Meeting 6/17/2026
See item 5
5. Approval of Minutes from Board Meeting 5/27/2026
Motion: Stephanie Bora moved to approve the minutes of June 17, 2026 and May 27, 2026. Dennis Timberman seconded the motion.
Voting yes were Mark Becker, Stephanie Bora, Nick Brockett, Maryellen Donnelly, Elizabeth Lindorff, Tim Studer and Dennis Timberman. Juan Arriola abstained.
The motion passed.
6. Principal's Report
The Principal's and Special Education Director's report, *Administration Report, June 2026*, includes an extensive list of information and resources about special education. It is an addendum to the minutes.
7. Superintendent's Report
Superintendent Skarzynski reported on regional special education and funding advocacy, hiring music and art teachers, building inspections, posting of curriculum online, teacher contract negotiation schedule, and resources provided to families for summer enrichment.
8. Business Coordinator's Report
Sally Lehoux provided a written report on the changes from the budget approved by the BOE on March 25 to the budget approved by the BOE on June 17, 2026.
The report also included transfer requests listed in item 12.
9. Committee and Liaison Reports
 - a. Finance and Operations
F & O did not meet.

b. EASTCONN

Maryellen Donnelly reported that the EASTCONN board on passed on June 23rd the final part of the FY 2027 budget, transportation. The board also approved submission of a Regional Performance Incentive Program (RPIP) grant that will provide participating districts with digital security and staff training. The cost to a district is not yet determined, but will be greatly reduced the first year of participation and increased over the next two years of the grant.

c. Policy Committee

The policy committee did not meet.

d. Communications

The communications committee did not meet.

e. Superintendent Evaluation Ad Hoc

The superintendent evaluation committee did not meet.

f. Curriculum Review

The curriculum review committee did not meet.

10. Discussion and Possible Action: Revised FY 2027 Budget

The item was not necessary; the BOE approved the budget proposal on June 17.

11. Possible Executive Session to Discuss the Performance of a Public Employee

Motion: Maryellen Donnelly moved to move item 11 to 14b. Dennis Timberman seconded the motion.

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

The motion passed unanimously.

12. Additions to the Agenda

Motion: Tim Studer moved to add the Business Coordinator's recommended budget transfers to the agenda. Maryellen Donnelly seconded the motion.

Voting yes were Mark Becker, Stephanie Bora, Nick Brockett, Maryellen Donnelly, Elizabeth Lindorff, Tim Studer and Dennis Timberman. Voting no was Juan Arriola.

The motion passed.

Budget transfers recommended in the Business Coordinators written report are as follows:

(200) Health Insurance costs were significantly reduced after FY26 budget was passed. New paraprofessionals were hired part time and are not eligible for insurance, other unaffiliated employees waived coverage for all or part of the year due after the premium share of 10% was introduced.

(500) Extended School Year (ESY) tuition at a private facility were less than anticipated.

The following transfers are requested:

*\$15,000 from (200) Benefits to (300) Purchased Services to cover expenses for legal fees and psychological services.

*\$45,000 from (200) Benefits to (600) Supplies to cover expenses for heating oil, pre-purchased Iready textbooks for FY27, decodable book collections to support our reading program, social studies curriculum, Chromebooks and teacher laptops to bring our technology needs current, special education classroom furniture, classroom supplies.

*\$8,000 from (200) Benefits to (400) Purchased Property Services and

*\$5,000 from (500) Other Purchased Services to (400) Purchased Property Services to cover hallway painting, septic mapping and jetting, parking lot replacement lights.

\$120 from (500) Other Purchased Services to (800) Other Objects for dues and fees which increased more than budgeted.

Motion: Maryellen Donnelly moved to approve the transfers as presented. Dennis Timberman seconded the motion.

Voting yes were Mark Becker, Stephanie Bora, Nick Brockett, Maryellen Donnelly, Elizabeth Lindorff, Tim Studer and Dennis Timberman. Voting no was Juan Arriola.

The motion passed.

13. Next Agenda Planning

Board goals review

Board actions for FY 27

Progress on teacher contract negotiations

New teacher introductions

14. Second Audience for Citizens and Staff

Kathy Donahue requested the timetable for negotiations and swimming lesson information.

Dayna McDermott Arriola commented on audience for citizens for non-agenda items, field trips, and supporting staff.

14b. Possible Executive Session to Discuss the Performance of a Public Employee

Motion: Dennis Timberman moved to enter executive session and invite Superintendent Skarzynski at the start of the session. Elizabeth Lindorff seconded the motion.

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

The motion passed unanimously.

The Board and Superintendent Skarzynski entered executive session at 7:35.

Superintendent Skarżyński exited the session at 8:10.

The executive session ended at 8:34.

15. Adjournment

Motion: Juan Arriola moved to adjourn. Tim Student seconded the motion.

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

The motion passed unanimously.

The meeting adjourned at 8:35.

Respectfully submitted,
Maryellen Donnelly



Administration Report

June 2026



School Events and News

- Mrs. Peck's final drama performance, spring concert and talent show were held. Members of the community came to the spring concert to wish Mrs. Peck farewell.
- Thank you to the PTO for sponsoring chalk drawing on the last day of school
- We are in the process of interviewing for PE, Grade 4 and preparing for the potential new special education teacher.
- We are also working on finalizing reports that are due to the state of Connecticut this month.

A: Academic Achievement

- Staff spent the last 3 days working on the documents required by the state of Connecticut to be posted for the curriculum.

C: Climate

- Mrs. Sorel hosted a Q and A on restorative practices before the spring concert with information for our families.

E: Enrichment and Engagement

- Students participated in fun end of the year events. Some included making volcanoes in Team B, Glow Party Bowling in PE class, water play and fun.
- Through the family engagement component of our after school grant, each student went home with an adventure passport to encourage summer learning and time connecting with families and friends. Students also received summer transition workbooks and books to read. The highlight for families and students are tickets to Mystic Aquarium and Bradley Playhouse. Our focus is building knowledge, speaking and listening skills as well as socialization and connection with families.

Early Start Update

- We are continuing to do the work with our AQIS liaison for our Pre-K self study.

Special Education Report

- **We are in the process of completing and submitting all required reports for Department of Education (Child Counts, Restraint/Seclusion, Evaluation Timelines, Early Childhood Outcomes, for example). Some of these items require daily monitoring and immediate response.**
- **With the Director in Chaplin, I plan to submit for a competitive grant to enhance our special education resources for our students. This is due in early July and we believe that a cooperative grant between our districts is more likely to receive funding.**

The following information is offered to help Board of Education members explain our budgeted needs to community members. Student needs are the driver of the budgeted amounts, but there are factors well beyond the number of hours of IEP time designated.

- Hampton's increasing special education population is reflective of the state and national trends.
 - EdSight Public performance report:
https://edsight.ct.gov/Output/District/NonHighSchool/0630011_202425.pdf
 - We are not cited for disproportionality as of this year. Small variations from the overall percentages among neighboring districts is to be expected. Here at Hampton, 1 student is more than 1.5 % age points.
- There is a difference between one's "caseload" (number of students, number of hours) and the "workload." The American Speech/Language/Hearing Association has done extensive work on this matter, and these remarks pertain to all services (OT, PT, BCBA, counseling, etc.)
(<https://www.asha.org/practice-portal/professional-issues/caseload-and-workload/?srsltid=AfmBOoqJjUOwGrhokjRY8rLIt7l3q6KCB87RpPRvwUy2sAi7CeBSD8YT>).
 - For example: delivering service to a student 1 hour per week takes more than 1 hour. There is preparation time, gathering materials, clean up, data recording, medicaid billing (app. 3-5 minutes per session plus monthly report)
 - Each student requires:
 - at least 1 Planning and Placement Team meeting per year; duration is rarely less than 1 hour. Preparation for the meeting takes at least 1 - 2 hours as does followup.
 - If an evaluation is conducted, this requires from 3-10 hours depending upon the scope of the evaluation itself (testing, face to face time, scoring, completing observations, checklists, interviews; review results with colleagues and families; write the report)
 - Progress reports, 3 times per year, minimum, most requiring between 15 - 30 minutes to enter (more for the case manager to print/distribute)
 - Best practice provides consultation for students who may or may not need direct therapy services. Providers share information with classroom teachers and paraeducators; in addition, they model, provide materials and strategies, and support student access to the curriculum.
- Currently, our OT contractor bills by the hour with an annual estimate and our PT and BCBA contracts are developed for a predesignated amount of time. (PT - ½ day per week).
 - These providers have been extremely reliable in attendance and professional in their expertise and demeanor.
 - These providers have answered emails and completed paperwork beyond their contracted time and have accommodated some schedule changes that we need.
 - Other agencies may offer lower rates, but comparisons are not "apples to apples"
 - 1 regional agency contracts by the hour, but includes 1 hour of travel for the provider and charges an extra flat rate for each evaluation.

- Staffing agencies that sell services “by the hour” often bill schools for every minute of service (phone calls, PPTs, report writing, teacher consultations, etc. Mrs. Chretien has worked in such arrangements and can attest to the fact that “1 hour per week” ends up being much more billed time than that.
- All PPT recommendations adhere to the current standards as prescribed by IDEA and CT state statute and Department of Education regulations.
 - BCBA: <https://portal.ct.gov/-/media/sde/special-education/bcbasinschools.pdf>
 - OT: <https://drive.google.com/file/d/1FoA5p0P1CAFzXxTzrMxbq0dW6Vq7EdMJ/view>
 - PT: <https://portal.ct.gov/-/media/sde/special-education/physicaltherapyinconnecticutschools.pdf>
 - Counseling: <https://portal.ct.gov/sde/school-counseling/comprehensive-k-12-school-counseling-framework>
 - Speech/Language: https://portal.ct.gov/-/media/sde/special-education/speech_language_2008.pdf?rev=9c3e358510954e269dcf081b3390dc84&hash=E22BCFC59402447F650E00913B9775C5
- To help with the concern about students being identified and not exiting, please note:
 - PT serviced 6 students this year, 4 of whom were exited from direct services during the year.
 - OT and SLP have also had students who have no longer needed their services.
- Our providers (whether employees like Mrs. Rodzen and Mrs. Lynch) or outside contractors keep extensive records regarding service times, student absences, meetings, etc.
 - Medicaid billing provides an additional check/balance regarding service provision and it is a revenue stream for the district.
 - CT SEDS allows Mrs. Chretien and Mrs. Smith to view all actions users undertake; students serviced, entries made. There are no “hidden” students or billing, though names and services remain confidential to the community.
- I will be happy to assist with any further information you may need

Mary Jo Chretien, Director of Special Education, mchretien@hamptonschool.org for additional information.