

**HAMPTON BOARD OF EDUCATION
REGULAR BUSINESS MEETING MINUTES
June 20, 2019**

CALL TO ORDER - The meeting was called to order by Mr. Sherlock, Board President, at 7:00 PM.

Open Public Meeting Announcement

“In accordance with the requirements of the Open Public Meeting Act, N.J.S.A. 10:4-6 et seq., adequate notices have been given of tonight’s meeting in area newspaper, the Hunterdon Democrat, on June 13, 2019, the district’s website and posted in public buildings which include the Hampton Borough Hall and Hampton School.”

The Pledge of Allegiance was recited by all.

District Mission Statement

The Hampton Borough School District, committed to quality and excellence, will provide a broad-based education which is responsive to the needs of all students. Our District seeks to create a challenging learning environment that encourages high expectations for success through the development of appropriate instruction that allows for individual differences and learning styles. Our school promotes a safe, orderly, caring, and supportive environment. Each student’s self-esteem is fostered by positive relationships with students, staff and the community. We strive to have our students, parents, teachers and community members actively involved in a desire for lifelong learning.

District Goals for 2018 – 2019

1. By the end of SY 2018-19, students will show measurable improvement (via American Reading Company IRLA data and if applicable SGO data); progress will be monitored throughout the year via mandatory program benchmark evaluations.
2. Improve overall student achievement at the district level by increased teacher accountability through district assessment tools, leading certified staff to increase their rating measured by the final summative evaluation scores from 2017-18 to 2018-19.
3. Improve student math achievement by evaluating individual PARCC Mathematics scores comparing 2017-18 to 2018-19.

Board of Education Goals 2018-2019

1. Develop and support a comprehensive communication plan ensuring timely and accurate reporting to parents and other school stakeholders.
2. Develop and support an employee recognition program that highlights positive production and contributions within the larger school community.

Roll Call – Kelly Morris, Board Secretary called the role and declared that a quorum was present.

Present:

Mr. Robert Sherlock-President

Mr. Mark Impellizeri

Mrs. Elizabeth Monaghan-Vice President

Mr. Jason Kornegay, Superintendent

Mrs. Kelly Morris, Board Secretary

Review of Minutes

- May 28, 2019 Regular Meeting Minutes
- May 28, 2019 Executive Session Minutes

Motion made by Mr. Impellizeri, seconded by Mrs. Monaghan, to approve the minutes as presented.
Voice Vote: All Yes. Motion Carried.

Appointment to Board Member Vacancy

Motion made by Mr. Impellizeri, seconded by Mrs. Monaghan, to appoint Ms. Alicia Noon to the current Board of Education vacancy position through the January 2020 Board of Education Reorganization Meeting: Date TBA

Vacant	Mr. Impellizeri	Mrs. Monaghan	VACANT	Mr. Sherlock
	Yes	Yes		Yes

Mrs. Noon recited the Oath of Office and joined the Board as an active member.

Board President’s Report - Mr. Robert Sherlock

- none

Chief School Administrator’s Report – Mr. Jason Kornegay

- Mr. Kornegay reported that we ended the school year on a positive note with Lebanon Township graduating the first class of Hampton 8th graders. He was pleased to note that several Hampton resident students received awards, including the good citizen award. With so much success, he is happy to see that the transition went well.
- Every three years, affirmative action compliance requirements mandate that an equity plan be submitted to the county office. This plan is on the agenda for approval tonight. We will be working with Strauss Esmay this year to update all of our current policies, including those referenced within the plan.

Harassment, Intimidation, and Bullying (HIB) Report

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
July	0	0		
August	0	0		
September	0	0		
October	0	0		
November	0	0		
December	0	0		
January	1	0		
February	0	0		
March	1	0		

April	0	0		
May	0	0		
June	0	0		

May Safety Drill Report

	Date	Time	Evacuation Time
Hampton Public School – Fire Drill	5/15/19	10:44 AM	1:38 sec
Hampton Public School – Lockout Drill	5/24/19	8:42 AM	n/a

Board Secretary’s Report - Mrs. Kelly Morris

- Mrs. Morris shared correspondence from Nicole Bollenbach regarding her interest in the vacant position on the Board of Education.
- Election packets for the Hampton Board of Education are due to the county office by 4pm on July 29, 2019. Packets were distributed to Board members who are up for re-election. The following seats are open and will be on the November 2019 ballot:
 - 1 year unexpired term (1 seat)
 - 2 year term (2 seats)

New Business

Old Business

Mrs. Morris shared an update on the transition to Investors Bank. She is gathering signator information needed to open the new accounts. Ray Krov, Treasurer, has offered assistance with the transition as needed, and an effective date of August 1 is anticipated.

Future Board of Education Meetings

- July 23, 2019 - Regular Business Meeting - Cancelled
- August 20, 2019 - Board Meeting

Motion made by Mr. Impellizeri, seconded by Mrs. Monaghan, to amend the District meeting structure to one monthly meeting that will include both discussion of topics as a Committee of the Whole and action to conduct Regular Business.

Voice Vote: All Yes. Motion Carried.

Mrs. Morris will prepare a new meeting schedule for Board approval in August and post in accordance with Sunshine Laws.

Hampton Student Enrollment

Pre-K	14	Grade 6	15
Kindergarten	8	Grade 7	9
Grade 1	14	Grade 8	12
Grade 2	10	ABA Program	5

Grade 3	9	BD Program	8
Grade 4	17	Choice In	10
Grade 5	10	Choice Out	5
Out of District	2		

COMMENTS FROM THE PUBLIC I (Public discussion of agenda items)

Brief comments on any matter of interest to the district should be reserved for the time reserved in the order of business. File Code: 9322

During each regular meeting, two opportunities are provided for citizens to ask questions and to make comments. During the first opportunity, early on the agenda, comments are invited regarding subjects on this agenda. The second opportunity occurs just prior to adjournment, when citizens may address general questions and comments to the Board. Persons wishing to speak must, upon being recognized, rise and state their name and address. The Board reserves the right to establish rules for the conduct of its meetings including such matters as the time at which the public will be heard if at all, who may speak, and for how long. All such rules shall be monitored by the presiding officer. All cell phones must be turned off or be in vibrating or silent ring mode. Persons should leave the meeting room before answering their cell phones. All comments and questions must be addressed to the Board President or the presiding officer, and shall be limited to school-related issues. If personal remarks or discourteous statements are made, the presiding officer may require the speaker to sit down.

Discussion:

EXECUTIVE SESSION

Motion made by Mr. Impellizeri, seconded by Mrs. Monaghan, to move into Executive Session at 7:17 PM.

RESOLVED, pursuant to N.J.S.A. 10:4-13 and 10:4-12 that the Hampton Borough Board of Education hold a closed Executive Session regarding one or more of the following matters: Personnel. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

Voice Vote: All Yes. Motion Carried.

Motion made by Mr. Impellizeri, seconded by Mrs. Monaghan, to reconvene into Public Session at 7:50 PM.

Voice Vote: All Yes. Motion Carried.

Appointment to Board Member Vacancy

Motion made by Mr. Impellizeri, seconded by Mrs. Monaghan, to appoint Ms. Nicole Bollenback to the current Board of Education vacancy position through the January 2020 Board of Education Reorganization Meeting: Date TBA

VACANT	Mr. Impellizeri	Mrs. Monaghan	Noon	Mr. Sherlock
	Yes	Yes	Yes	Yes

Ms. Bollenback recited the Oath of Office and joined the Board as an active member.

COMMITTEE REPORTS

A. BUILDING AND GROUNDS

Motion made by Mr. Impellizeri, seconded by Mrs. Monaghan, to approve the disposal of 20 student desks in disrepair whose age is in excess of 25 year old.

Voice Vote: All Yes. Motion Carried.

B. FINANCE

Motion made by Mrs. Monaghan, seconded by Mrs. Noon, to approve items B-1 to B-17 as presented.

B-1 Board Secretary’s and Treasurer’s Reports

As required by N.J.A.C. 6A:23A-16.10 (c)3, I, Kelly Morris, Board Secretary, certify that no line account has been over expended as of May 31, 2019;

Motion to approve, on the recommendation of the Superintendent, the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of May 2019 and further that, in compliance with N.J.A.C. 6A:23A-16.10 (c)4, the Board of Education certifies that as of May 31, 2019, after review of the secretary’s monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

B-2 Approve Monthly Bill List

Motion to approve the Bill List as recommended by the Chief School Administrator and School Business Administrator for the period of May 29, 2019 through June 20, 2019.

Fund	Total
Fund 10 – Current Expense	11,361.11
Fund 11 - Current Expense	444,072.12
Fund 20 – Special Revenue	14,601.50
Fund 30 – Capital Outlay	0
Fund 40 – Debt Service	0
Fund 50 – Food Service	7,131.32
Fund 65 - BD/ABA Program	30,710.10
Grand Total:	507,876.15

B-3 Monthly Transfers

Motion to approve all budget transfers as recommended by the Chief School Administrator and School Business Administrator for the month of May 2019 in the amount of \$24,480.26.

B-4 2019-2020 Pre-K Agreements

Motion to approve three (3) 2019-2020 Preschool agreements for regular education students whose names are on file in the business office.

B-5 Maschio’s Food Service Contract

Resolved that the Hampton Borough Board of Education hereby award and approve the Base Year Contract Agreement with Maschio’s Food Services, Inc. for the 2019-2020 school year;

Whereas the Hampton Borough Board of Education shall pay Maschio’s Food Services, Inc. an annual management fee in the amount of \$5,273.00;

And Whereas, Maschio’s Food Services, Inc. guarantees a loss to the District not to exceed \$10,000 for the 2019-2020 school year.

B-6 School Lunch Prices

Resolved that the Hampton Borough Board of Education hereby approves the following school district price list for the school lunch operation for the 2019-2020 school year:

- Student Lunch: \$3.00
- Adult Lunch \$4.00
- Reduced Lunch: \$0.40
- Milk: \$0.55

B-7 Deposits to Capital Reserve Account

WHEREAS, NJS A 18A:21-2, NJS A 18A: 7G-31, and NJS A 18A 7F-41 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Hampton Borough Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into the Capital Reserve Account at year end, and

WHEREAS, the Hampton Borough Board of Education has determined that an amount not to exceed \$50,000 is available for such purpose to transfers;

NOW THEREFORE BE IT RESOLVED, by the Hampton Borough Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations.

B-8 Deposits to Emergency Reserve Account

WHEREAS, NJS A 18A:21-2, NJS A 18A: 7G-31, and NJS A 18A 7F-41 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Hampton Borough Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into the Emergency Reserve Account at year end, and

WHEREAS, the Hampton Borough Board of Education has determined that an amount not to exceed \$50,000 is available for such purpose to transfers;

NOW THEREFORE BE IT RESOLVED, by the Hampton Borough Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

B-9 Year End Account Close Out

Motion to authorize the Superintendent and the School Business Administrator to pay all fully documented bills and make any necessary line item transfers of funds to close the fiscal year.

B-10 Contracts Previously Awarded

Pursuant to PL 2015, Chapter 47 the Hampton Borough Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, and have been, and will continue to be in full compliance with all State and Federal statutes and regulations; in particular, New Jersey Title 18A: 18 et seq. NJAC Chapter 6A:23A, and the Federal Procurement Regulations 2CFR Part 200.317 et. Seq.

Accounting Program	CDK Systems
Architect	SSP
Attorney	Scarinci Hollenbeck
Auditor	Bedard, Kurowicki, and Co.
Banking	Investors Bank
Dental Coverage	Horizon Blue Cross and Blue Shield
Dental	
Financial Advisor	Phoenix Advisors
Flexible Spending Administrator	AFLAC
Health Insurance Coverage	N.J. School Employee Health Benefits
Insurance Broker	Brown and Brown
Literacy Coach / Professional Development	Rutgers University
Official Newspaper	Hunterdon Democrat (primary)
	Express Times (secondary)
	Star Ledger (alternate)
Payroll Processing	R&L Payroll Services, Inc.
Physician	Dr. Ronald Frank
Policy Management	Strauss Esmay
Property and Casualty Coverage	NJ SAIF
Related Service Provider (OT, PT, Speech, ABA)	J&B Therapy Services
Student/Staff Data Management Software	Real Time
Vision Coverage	National Vision Administrators (NVA)

B-11 2019-2020 Special Education Tuition Contracts - Sending

Motion to approve the Special Education Tuition Contracts with Lebanon Township School District to receive the following students for the 2019-2020 School Year:

- a. SID #4078149132 at a tuition rate of \$25,700.

b. SID #3466776679 at a tuition rate of \$15,000.

B-12 Instructional Aide Services 2019-2020

Motion to approve the contract with the Hunterdon County Education Services Commission for Teacher Assistant Services for the 2019/20 School Year.

B-13 ESEA Grant Acceptance

Motion to approve the submission of the Elementary and Secondary Education Act (ESEA FY 2020) Consolidated Formula Subgrant application to the NJ Department of Education and to accept the grant award in the following amounts:

Title II: \$ 2,480
Title IV: \$10,000

B-14 IDEA Grant Acceptance

Motion to approve the submission of the IDEA (IDEA FY 2020) application to the NJ Department of Education and to accept the grant award when released by the Department.

B-15 ESY Tuition Contract - Sending

Motion to approve the 2019-2020 ESY tuition to send one (1) identified resident students to the Lebanon Township School District 2019 Extended School Year Program, 4 Hour Program, at a tuition rate of \$3,800.

B-16 ESY Tuition Contracts - Receiving/Franklin

Motion to approve the 2019-2020 ESY tuition contract with Franklin Township School District (Hunterdon) Board of Education to receive three (3) identified students into the Hampton Borough School District 2019 Extended School Year Program at a tuition rate of \$4,465 per student; any extraordinary or individual related service required will be provided by the sending district.

B-17 ESY Tuition Contracts - Receiving/Lebanon Borough

Motion to approve the 2019-2020 ESY tuition contract with Lebanon Borough School District Board of Education to receive one (1) identified student into the Hampton Borough School District 2019 Extended School Year Program at a tuition rate of \$4,465 per student; any extraordinary or individual related service required will be provided by the sending district.

Ms. Hollenback	Mr. Impellizeri	Mrs. Monaghan	Mrs. Noon	Mr. Sherlock
Yes	Yes	Yes	Yes	Yes

All Yes. Motion Carried.

C. PERSONNEL AND NEGOTIATIONS

Motion to approve personnel items C-1 and C-9 as presented.

C-1 Staff Member Travel

Motion to approve the following requests for employee/board member travel in accordance with the School District Accountability Act and Board of Education Policy. Only overnight stays are eligible for meal reimbursement. Mileage, meals and lodging reimbursements shall be in accordance with NJ Statute, Code and NJ Department of Treasury Guidelines. OMB Mileage Reimbursement Rate: \$0.31.

Date	Program/Location	Employee	Cost	Mileage
Oct. 15 & 16, 2019	CPI Nonviolent Crisis Intervention Training / Trainer Renewal Breinigsville, PA	J.Fantuzzi	\$989.00	\$184.80

C-2 Approval of Application for Course Reimbursement – 2018-2019 School Year

Recommend the Board approve, upon the recommendation of the Chief School Administrator, the following Application for Course Reimbursement:

Employee	Course/Date	Reimbursement
Carley Marookian	Literacy in the Content Area - GED 649 Summer II 2019	3 Credits x \$325 per credit = \$975 (pending availability of funds per CBA)

C-3 3-Year Comprehensive Equity Plan

Motion to approve the 3-Year Comprehensive Equity Plan as recommended by the Superintendent.

C-4 Resignation

Motion to approve the resignation, with regret, of **Ronald Larsen** from the position of Custodian effective June 30, 2019.

C-5 2019-2020 Part-time Custodian Contract

Motion to approve the 10-month contract as presented for **Matthew Schafer** to serve as .05 FTE Custodian at an annual salary of \$19,000, effective August 26, 2019 and terminating on June 30, 2020.

C-6 Summer Staff

Motion to approve the employment of the below Summer Staff effective June 17, 2019 and terminating on August 23, 2019.

- Carter Grossman - Summer Maintenance - \$10.50 per hour (2nd year in District)
- Jeremy Onorato - Summer Maintenance - \$10.00 per hour
- Annalee Tyerech - Summer Office Assistant - \$10.00 per hour
- Matthew Schafer - Part-Time Evening Custodian - \$20.00 per hour (8 hours per week)

C-7 Summer Employment Authority

Motion to grant Jason Kornegay, Superintendent, authority to present offers of employment during the Summer months, pending final approval of the Board of Education at its August meeting.

C-8 2019-2020 Non-Affiliated Contract

Motion to approve the 10-month, non-affiliated contract, as presented, for **Michelle Stecker** to serve as an Instructional Aide at an annual salary of \$18,981, effective July 1, 2019 and terminating on June 30, 2020.

C-9 2019-2020 Supervisor Contract

Motion to approve the 12-month contract as presented for **Ruth Ann Dalrymple** to serve as School Supervisor, at an annual salary of \$98,600, effective July 1, 2019 and terminating on June 30, 2020; and

Further be it resolved that **Ruth Ann Dalrymple**, School Supervisor, will be paid a per diem amount of \$402.08 for days worked, not to exceed a total of five days, for the period of June 17, 2019 to June 28, 2019.

Ms. Hollenback	Mr. Impellizeri	Mrs. Monaghan	Mrs. Noon	Mr. Sherlock
Yes	Yes	Yes	Yes	Yes

D. POLICY

E. CURRICULUM AND TECHNOLOGY

Motion made by Mr. Impellizeri, seconded by Mrs. Monaghan, to sell twenty-seven (27) obsolete C720 Chromebooks to Tech Defenders at rates based upon condition of each device, with an estimated revenue of \$405.00.

Voice Vote: All Yes. Motion Carried.

F. COMMUNICATION

COMMENTS FROM THE PUBLIC II (Public discussion of agenda items)

Brief comments on any matter of interest to the district should be reserved for the time reserved in the order of business. File Code:9322

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Discussion:

ADJOURNMENT

Motion made by Mrs. Monaghan, seconded by Mrs. Noon to adjourn the Regular Business Meeting of June 20, 2019 at 8:12 PM.

Respectfully submitted by



Kelly Morris
Board Secretary