

**HAMPTON BOARD OF EDUCATION  
COMMITTEE OF THE WHOLE MEETING AGENDA  
NOVEMBER 20, 2018**

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**CALL TO ORDER - Mr. Merkel Board President Time: 7:01 p.m.**

**Open Public Meeting Announcement**

“In accordance with 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 December 20th, 2017, the district’s website and posted in public buildings which include the Hampton Borough Hall and Hampton School.”

**Pledge of Allegiance was recited by all present.**

**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**

Teresa Barna, Board Secretary, recorded the roll call and declared a quorum was present.

Present: Andrew Abrahamson, Elizabeth Dilts, Darek Merkel

Also Present: Dr. Timothy Frederiks, CSA and Teresa Barna, BA/Board Secretary

Absent: Mr. Robert Sherlock

**Review of Minutes**

- October 16, 2018 Committee of the Whole Meeting
- October 16, 2018 Executive Session Minutes
- October 30, 2018 Regular Business Meeting
- October 30, 2018 Executive Session Minutes

**Board President’s Report – Mr. Darek Merkel****Chief School Administrator’s Report – Dr. Timothy Frederiks**

- Preschool vacancy is still available – so far there have been no inquiries
- Aides/Substitutes are positions that are difficult to find and retain. This is a problem for most school districts. There is a strong need for substitute bus aides. A recommendation was made to offer a per day pay adjustment for an employee that serves as a substitute bus aide. A resolution will be presented to the board at the action meeting.
- Educational Presentation – IRLA (C. Marookian & M. Ryerson) The board supports the on-line version of IRLA. ESSA, Title I Funds will be allocated to purchase this software.

**November Safety Drill Report**

	Date	Time	Evacuation Time
Hampton Public School – Fire Drill	11/1/18	11:05 a.m.	68 seconds
Hampton Public School – TBD Drill	Delayed due to bad weather		

**Board Secretary’s Report**

- The District Report of Transported Resident Students (DRTRS) was submitted on November 16, 2018

**Board Member Resignation**

Motion by Elizabeth Dilts, second by Andrew Abrahamson, to accept the resignation of Megan Bruton from the Hampton Board of Education effective October 31, 2018. Motion carried by unanimous voice vote.

**Establish Re-Organization Meeting**

Motion by Andrew Abrahamson, second by Elizabeth Dilts, to establish the annual Re-Organization Meeting for Monday, January 7, 2019 at 7:00 p.m. Motion carried by unanimous voice vote.

- Board Member Training
  - Darek Merkel – Gov IV
  - Robert Sherlock – Gov II

**New Business**

None

**Old Business**

None

**Future Board of Education Meetings**

- November 27, 2018 Regular Business
- December 11, 2018 Committee of the Whole
- December 18, 2018 Regular Business
- January 7, 2019 Reorganization Meeting

**Hampton Student Enrollment**

Class	Hampton Residents	CHOICE				TUITION				CLASS SIZE
		IN		OUT		IN	OUT			
		GG-Clint	Oth	GG-Clint	Leb	Var	ICS	GSB	Oth	
<b>HAMPTON SCHOOL</b>										
Preschool	11					1				12
KDG	8	1	1		(1)	1	(1)			9
Grade 1	18	1	1		(1)		(2)			17
Grade 2	12				(2)					10
Grade 3	16	1		(1)			(1)	(1)	(3)	11
Grade 4	22	1					(3)			20
Grade 5	10	1	1				(1)	(1)		10
ABA Room	2					4				6
BD Room	3					2				5
<b>SUBTOTAL</b>	<b>102</b>	<b>5</b>	<b>3</b>	<b>(1)</b>	<b>(4)</b>	<b>8</b>	<b>(8)</b>	<b>(2)</b>	<b>(3)</b>	<b>100</b>
<b>WOODGLEN SCHOOL</b>										
Grade 6	15						(2)			13

Grade 7	9									9
Grade 8	12					(4)		(1)		7
<b>SUBTOTAL</b>	<b>36</b>					<b>(6)</b>		<b>(1)</b>		<b>29</b>
<b>BONNIE BRAE</b>										
Grade 8	1									1
<b>TOTAL</b>	<b>139</b>	<b>5</b>	<b>3</b>	<b>(1)</b>	<b>(4)</b>	<b>8</b>	<b>(14)</b>	<b>(2)</b>	<b>(4)</b>	<b>130</b>

### Choice Students

The following is a listing of former Choice-in and Choice-Out students:

HOME DISTRICT	NOW AT	2018-19 GRADE
<b>STUDENTS NO LONGER CHOICE-IN</b>		
Clinton	Woodglen	6
<b>STUDENTS NO LONGER CHOICE-OUT</b>		
Hampton	Woodglen	6
Hampton	Woodglen	7
Hampton	Woodglen	7
Hampton	Woodglen	8

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

#### **Open Meeting to the Public:**

Motion by Elizabeth Dilts, second by Abrahamson to open the meeting to public comment at 8:06 p.m. Motion carried by unanimous voice vote.

#### ***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:**

Nancy Held addressed the board regarding the student enrollment chart. She clarified information for the board related to the schools being attended by Hampton resident students.

**Close Meeting to the Public:**

Motion by Andrew Abrahamson, second by Elizabeth Dilts to close public comment at 8:15 pm

**COMMITTEE REPORTS**

**A. BUILDING AND GROUNDS**

***Administration recommends Buildings and Grounds resolution number A-1 be adopted as presented:***

**A-1 Hampton Public School Facility Requests – 2018 – 2019 School Year**

Move to approve the following facility use requests:

Applicant	Purpose	Date(s)	Time(s)	Fee(s) (if applicable)
HSA	Dear Santa Clause Letters	12/10/18	6:00 pm – 8:00 pm	None
HAS	Holiday Shop s	12/17/18 – 12/18/18	7:00 pm – 4:00 pm	None

*\* All dates/times are subject to cancellation in the event of inclement weather by the Chief School Administrator in consultation with the Board President or Vice President.*

**B. FINANCE**

***Administration recommends Finance resolutions numbered B-1 through B-5 be adopted as presented:***

**B-1 Approve Monthly Bills List**

Resolved to approve the Bills List, Attachment B-1, as recommended by the Chief School Administrator and School Business Administrator for the period of October 15, 2018 through November 14, 2018.

Fund	Total
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<b>Fund 10 – Current Expense</b>	<b>14,502.28</b>
<b>Fund 11 – Current Expense</b>	<b>359,117.69</b>
<b>Fund 12 – Current Expense</b>	
<b>Fund 20 – Special Revenue</b>	<b>2,379.50</b>
<b>Fund 30 – Capital Outlay</b>	
<b>Fund 40 – Debt Service</b>	
<b>Fund 50 – Food Service</b>	<b>5,783.51</b>
<b>Fund 60 – Aftercare Enterprise</b>	<b>31,140.24</b>
<b>Grand Total:</b>	<b>412,923.22</b>

**B-2 Transportation Agreement 2018-19**

Resolved to adopt a resolution for 2018-2019 Participation in Coordinated Transportation Services with the Sussex County Regional Transportation Cooperative for Route Q-263. The route will pick up at 10 Robin Hill Road in Hampton and drop off at the Allegro School at 125 Ridgedale Avenue in Cedar Knolls at a per diem cost of \$290.00, including a bus aide (see Attachment B-2). The annualized cost of transportation plus a 4.0% administrative fee is \$38,906.40.

**B-3 Professional Services Agreement – KidTherapy L.L.C.**

Resolved to approve a Professional Services Agreement (see Attachment B-3) between the Hampton Borough Board of Education and KidTherapy for Occupational Therapy Services for Hampton students attending Woodglen school for the 2018-19 school year at the following rates:

- \$85.00 per hour - School based therapy
- \$250.00 each - Evaluations

**B-4 Appropriation of Additional 2017-18 Extraordinary Aid**

Resolved to adopt the following Resolution for additional 2017-18 Extraordinary State Aid: Whereas, the Hampton Board of Education has received notice from the New Jersey Department of Education that it will receive an additional \$556.00 for 2017-18 Extraordinary Aid Special Education Reimbursement, and Whereas, an adjustment to the district’s year end surplus for a district board of education receiving extraordinary aid is permitted for unbudgeted revenue funds, and Now therefore be it resolved that the Hampton Board of Education hereby appropriates the \$556.00 of additional aid to account 11-000-100-566 for the 2018-19 School Year.

**B-5 Board Secretary’s and Treasurer’s Reports**

Resolved to approve the September, 2018 and October, 2018 Board Secretary and Treasurer Reports:

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of September 30, 2018 after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials that, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A23-2.11(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, pending audit adjustment and review, and further, that we approve the Board Secretary and Treasurer's Reports for the period ending September 30, 2018 per Attachments B-5a and B-5b.

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of October 31, 2018 after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials that, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A23-2.11(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, pending audit adjustment and review, and further, that we approve the Board Secretary and Treasurer's Reports for the period ending October 31, 2018 per attachments B-5c and B-5d.

**C. PERSONNEL AND NEGOTIATIONS**

***Administration recommends Personnel and Negotiations resolutions numbered C-1 and C-2 be adopted as presented:***

**C-1 Contract with The Hampton Education Association for 2018 through 2021**

Discuss proposing an amendment to “Article XII, Section C. Retirement Allowance” contract between The Hampton Board of Education and The Hampton Education Association that indicates when and how unused accumulated sick leave should be paid upon retirement. (See Attachment C-1.) No action to be taken.

**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	Reimbursement
Ruth Ann Dalrymple	GED680 Finance & Facilities	\$300.00/Credit x 3 Credits = <u>\$900.00</u> Per Employment Contract 2017-18

**C-3 Approval of Staff Travel**

Recommend the Board approve, upon recommendation of the Chief School Administrator, the following professional workshops/travel and related expenses:

Date	Employee	Subject	Estimated Cost
1/10/19	Michelle Stassi	Literacy Conference	None

2/25/19	Samantha Moss & Carley Marookian	NJ Conference for Pre-K Teachers	Conference Registration Cost: 2 @ \$244 = \$488.00 Substitute Expense: 2 @ \$90 = \$180.00 Mileage Expense: 150 @ \$0.31 = \$ 46.50 Total: \$714.50
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**D. POLICY**

**E. CURRICULUM AND TECHNOLOGY**

**F. COMMUNICATION**

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

**Open Meeting to the Public:**

Motion by Elizabeth Dilts, second by Andrew Abrahamson to open the meeting for public comment at 8:42 p.m. Motion carried by unanimous voice vote.

***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:**

No discussion

**Close Meeting to the Public:**



Motion by Elizabeth Dilts, second by Andrew Abrahamson to open the meeting for public comment at 8:43 p.m. Motion carried by unanimous voice vote.

### **EXECUTIVE SESSION**

Motion by Elizabeth Dilts, second by Andrew Abrahamson to adopt the following resolution at 8:43 p.m.

**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: Contract Negotiations for Shared Services and Personnel . It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

Motion carried by unanimous voice vote.

### **Reconvene into Public Session:**

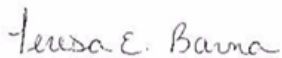
Motion by Andrew Abrahamson, second by Elizabeth Dilts to return to public session at 9:13 pm.

Motion carried by unanimous voice vote.

### **ADJOURNMENT**

Hear no further business, the board adjourned at 9:15 pm on a motion by Andrew Abrahamson, second by Elizabeth Dilts. Motion carried by unanimous voice vote.

Respectfully submitted,



Teresa Barna, RSBO  
Business Administrator/  
Board Secretary