

HAMPTON BOARD OF EDUCATION

REGULAR MEETING MINUTES

December 18, 2018



CALL TO ORDER - Mrs. Morris, Board Secretary, called the meeting to order at 7:00 pm.

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

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 for 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 – Mrs. Morris, Board Secretary, called the roll and declared that a quorum was present.

Members Present:

- Mr. Andrew Abrahamson
- Mrs. Elizabeth Dilts
- Mr. Darek Merkel-President
- Mr. Robert Sherlock

Administrators Present:

- Dr. Timothy Frederiks, C.S.A.
- Mrs. Kelly Morris, Board Secretary

- 11 Members of the Public

Appointment of President Pro Tem:

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, to appoint Mrs. Elizabeth Dilts as President Pro Tem for tonight’s meeting due to the absence of the Board President, Mr. Merkel, and the vacancy of Vice President position. **All Yes - Motion Carried**

Mrs. Morris turned the meeting over to Mrs. Dilts

Review of Minutes:

- November 27, 2018 Regular Business Meeting
- November 27, 2018 Executive Session Minutes

Motion by Mr. Abrahamson, seconded by Mr. Sherlock, to adopt the minutes as presented. **All Yes - Motion Carried**

Board President’s Report - Mrs. Elizabeth Dilts

Mrs. Dilts shared that this was her last night as a member of the Board. She commented on that which she was most proud during her tenure, including the recent decision to send grades 6th to 8th to Lebanon Township School. Mrs. Dilts happily offered to be a resource to the new Board moving forward.

The Hampton Board of Education thanks Mrs. Dilts for her service to the students of the District.

Chief School Administrator’s Report – Dr. Timothy Frederiks

- Preschool Vacancies - Two of the four openings in the Preschool rooms have been filled, and two remain open at this time. Visits are ongoing.

- Shared Service Agreements - The shared agreement with Delaware Valley Regional High School for Business Services is pending county approval and should be returned within the week. The Del Val BOE approved the agreement last night.

The shared agreement with Lebanon Township School for Chief School Administrator is pending state approval and is not expected back before January. As a result, Dr. Frederiks will remain in his post as Interim CSA with a likely February 1, 2019 effective date for the new agreement.

- Fifth Grade Presentation - Mrs. Tyerech and two of her students presented on the genre studies of the fifth grade during reading and writing workshop. They highlighted the inclusion of a daily focus, mini-lesson, technology, homework, structures, information synthesizing between multiple texts, research, evidence citation, and vocabulary.

The students recently completed Explanatory Text booklets on non-fiction topics of interest to them. Using the new document camera that the HSA purchased for the classroom, Ella shared her booklet on “Autism” and Raymond shared his booklet on “Bearded Dragons.” Both students were well prepared and articulate. At the conclusion of the presentation, Mrs. Dalrymple presented both students with a Reading Certificate of Achievement.

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- Lockdown Drill	11/29/18	1:35 p.m.	successful

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				
January				
February				
March				
April				

HAMPTON SCHOOL										
Preschool	13					1				14
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
SUBTOTAL	104	5	3	(1)	(4)	8	(8)	(2)	(3)	102
WOODGLEN SCHOOL										
Grade 6	15						(2)			13
Grade 7	9									9
Grade 8	12						(4)		(1)	7
SUBTOTAL	36						(6)		(1)	29
BONNIE BRAE										
Grade 8	1									1
ALLEGRO										
Grade 4	1									1

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

Open Meeting to the Public:

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, to open the meeting to public comment.
All Yes. Motion Carried.

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:

1. Mr. Bob Shumpsy thanked Mrs. Dilts for her many years of service to the District, and commented that she had done a great job serving the community. He also shared how glad he is to see Mrs. Dalrymple when he comes to the school, stating that she is a treasure.
2. Mr. Stephen Dilts congratulated Mrs. Dilts for her service and shared some of her accomplishments while on the Board. He commented that it has been 18 years since her first term, and that she loved every minute of it.

Close Public Comment:

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, to close the meeting to public comment.
All Yes. Motion Carried.

EXECUTIVE SESSION

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, to move into Executive session pursuant to N.J.S.A. 10:4-13 and 10:4-12 that the Hampton Borough Board of Education to discuss a Board of Education Applicant at 8:04 pm. **All Yes. Motion Carried.**

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, to reconvene into Public Session at 8:11 pm. **All Yes. Motion Carried.**

COMMITTEE REPORTS

A. BUILDING AND GROUNDS

Motion by Mr. Abrahamson, seconded by Mr. Sherlock, to approve item A-1 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)
Hampton Recreation	Floor Hockey	W & Th January, February, & March 2019	6:00 - 7:30	none
HSA	Tricky Tray	March 1 March 2	3:00 set up All Day	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.*

Roll call vote: Motion Carried

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Vacant	Mr. Merkel
Yes	Yes	Yes		absent

B. FINANCE

Motion by Mr. Abrahamson, seconded by Mr. Sherlock, to approve items B-1 through B-5 as presented.

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

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

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of November 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 November 30, 2018.

B-2 Approve Monthly Bill List

Resolved to approve the Bill List as recommended by the Chief School Administrator and School Business Administrator for the period of November 15, 2018 through December 14, 2018.

Fund	Total
Fund 10 – Current Expense	7,090.47

Fund 11 - Current Expense	411,523.55
Fund 20 – Special Revenue	29,935.50
Fund 30 – Capital Outlay	0
Fund 40 – Debt Service	0
Fund 50 – Food Service	0
Fund 65 - BD/ABA Program	41,466.33
Grand Total:	490,015.85

B-3 Monthly Transfers

Resolved to approve all Budget Transfers as recommended by the Chief School Administrator and School Business Administrator for the period of November 1, 2018 to November 30, 2018.

B-4 Contract for ESY Speech and Language Therapy

Resolved to approve a Contract with Hunterdon County ESC for Speech and Language Therapy Services and/or Evaluations for 2019-20 Extended School Year from July 1, 2019 to August 24, 2019.

B-5 2019-20 Budget Calendar

Resolved to approve the 2019-2020 Budget Calendar as presented.

2019-20 BUDGET DEVELOPMENT CALENDAR

	<u>2018</u>
Budget Preparation Meeting / Materials to Administrators	December 17
	<u>2019</u>
Submit Budgets & Staffing Projections to Business Office	January 7
District Office Review and Development of Preliminary Budget	January
Budget Review Meeting: Superintendent and Business Office	February 1
Superintendent Submits Preliminary Budget to Board	February 18
NJDOE Releases State Aid Notices	February
Board COTW Review of Budget (Saturday)	March 2 & 9
Board Approval of Preliminary 2018/2019 Budget	March 19
Submit Budget to Executive County Superintendent	March 20
Public Hearing and Adopt Final Budget (Tentative)	April 23

Roll call vote: Motion Carried.

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Vacant	Mr. Merkel
Yes	Yes	Yes		absent

C. PERSONNEL AND NEGOTIATIONS

Motion by Mr. Abrahamson, seconded by Mr. Sherlock, to approve items C-1 and C-2 as presented.

C-1 Acceptance of Resignation of Bookkeeper

Motion to accept the resignation of **Nancy Held**, Bookkeeper, with a termination date of December 7, 2018.

C-2 Approval of Shared Service Agreement for Business Administration Services

Motion to approve the agreement with Delaware Valley Regional High School Board of Education for Business Administrative Services for the 2018-2019 school year, at an annual cost of \$55,000, to be prorated based on an effective date of December 1, 2019 pending approval by the Executive County Superintendent.

Roll call vote:

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Vacant	Mr. Merkel
Yes	Yes	Yes		absent

D. POLICY

E. CURRICULUM AND TECHNOLOGY

Motion by Mr. Abrahamson, seconded by Mr. Sherlock, to approve item E-1 as presented.

E-1 Approval of Field Trips

Date	Grade	Destination	Teachers	Cost
May 24, 2019	PK/K	Rizzo's Wildlife World, Flanders, NJ	C. Marookian J. Legg	\$440 (transportation) \$90 (nurse on trip)

Roll call vote:

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Vacant	Mr. Merkel
Yes	Yes	Yes		absent

F. COMMUNICATION

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

Open Meeting to the Public:

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, to open the meeting to public comment.
All Yes. Motion Carried.

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Discussion: none

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, to open the meeting to public comment.
All Yes. Motion Carried.

ADJOURNMENT

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, to adjourn the Regular Meeting of December 18, 2018 at 8:35 pm. **All Yes. Motion Carried.**

Respectfully submitted by



Kelly Morris
Board Secretary