

**HAMPTON BOROUGH BOARD OF EDUCATION
EXECUTIVE SESSION
July 24, 2018**

Present: Mr. Abrahamson, Mrs. Bruton, Mr. Sherlock
Absent: Mrs. Dilts, Mr. Merkel
Also Present: Mr. Jones, Administrator; Ms. De Casas, Board Secretary/SBA

Executive Session began at 7:14 pm.

1. Mr. Jones resignation and recommendations for the board to discuss for administration 2018-2019 and beyond.
Options:
Shared services agreement with Lebanon Township. Meeting set up for this week for administration and with board representatives with Lebanon Township Administration. Discussion will include both CSA coverage and SBA services.
Union Township has also expressed interest, but the board will first pursue Lebanon Township considering the district's send/receive relationship for students Grades 6 through 8.
2. Mr. Grossman has emailed Mr. Jones about a possible recommendation for the principal position. He was told that the board will be discussing administration structure on Tuesday evening, July 24th.
3. There is a possibility of other teachers resigning to accept positions with other districts.
4. The board agreed to consider possible course reimbursement for the business office assistant at the end of the year after considering final account balances and funds availability.

Executive Session concluded at 8:08 pm.

Respectfully submitted,



Steffi-Jo De Casas
Board Secretary/Business Administrator

**HAMPTON BOROUGH BOARD OF EDUCATION
REGULAR BOARD OF EDUCATION MEETING MINUTES
July 24, 2018**

Call to Order - Mrs. Megan Bruton, Vice President, called the meeting to order at 7:00 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 and posted in public buildings which include the Hampton Borough Hall and Hampton School."

Pledge of Allegiance Mrs. Bruton led all assembled in the 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 2017 – 2018

1. By May 2018, 60% of 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 student achievement at the district level by increased teacher accountability through district assessment tools and other formats leading certified staff to increase their rating.
3. Math Student achievement at the district level by evaluating individual achievement i.e. each student's PARCC score being improved by 10% from the previous year.

Board of Education Goals 2017-2018

1. Support and ensure an effective math program to better educate our students. Recommendation to be made by May 2018.
2. Research and implement more opportunities for our middle school students with other districts to further their education and better their socialization.

Roll Call – Steffi-Jo DeCasas, Board Secretary, recorded the roll and declared a quorum was present.

Present: Andrew Abrahamson, Robert Sherlock and Megan Bruton

Absent: Elizabeth Dilts and Darek Merkel

Also Present: Michael Jones, Chief School Administrator; Steffi-Jo De Casas, Business Administrator/Board Secretary; Ruth Ann Dalrymple, Supervisor

BOARD OF EDUCATION PRESIDENT: Communication regarding Shared Service Contract with the town.

Chief School Administrator Report – Mr. Michael Jones

Safety Drill Report

	DATE/TIME	EVACUATION TIME
Hampton Public School – Fire Drill	July 24, 2018	TBA
Weather Drill	July 24, 2018	TBA

1. Hampton Public School Enrollment – June 26, 2018

GRADE	ENROLLMENT
PK	16
K	21
1	14
2	17
3	17
4	11
5	10
6	7
7	6
8	14
Total:	133

2. ESY has gone very well and July 26 is the last day.
3. The school cleaning is going well. Thank you to the custodians for their hard work.
4. HBC camp is going well, and the students are enjoying all the fun activities provided.

Board Secretary's Report –

1. BOE Candidate Petitions-one application received.
2. Petitions are due by July 30, 2018.

Minutes Approval

Motion by Mr. Abrahamson, seconded by Mr. Sherlock, that resolution be adopted as presented:

Recommend the Board approve the minutes of the following meetings:

Date	Meeting
June 26, 2017	Regular Monthly Business meeting
June 26, 2017	Executive Session

Roll Call:

Mr. Abrahamson	Mrs. Bruton	Mrs. Dilts	Mr. Merkel	Mr. Sherlock
Yes	Yes	Absent	Absent	Yes

New Business - None reported.

Old Business - None reported.

Future Board of Education Meetings

August 21, 2018 Committee of the Whole

August 28, 2018 Business Meeting

Comments from Public I (Public discussion of agenda items.)

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, to open the meeting for public comment at 7:11 p.m. 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 (**5 minutes**). 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: Public comments regarded concern for personnel supporting inclusion.

Close Meeting to the Public:

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, to close the public comments section at 7:13 p.m. Motion carried.

EXECUTIVE SESSION

Time: 7:14 p.m.

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, to adopt the following resolution:

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:

Legal matters and Personnel It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken. The Board expects to return to public session in an hour. Action may be taken.

Motion carried.

Call Back to Order

Mrs. Bruton called the meeting back to order in public session at 8:08 p.m.

Committee Reports

BUILDING AND GROUNDS –Mr. Neidlinger Report for July 24, 2018

Facility Request:

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

Applicant	Purpose	Date	Time	Fee (if applicable)
NONE	NONE	NONE	NONE	

B. BUDGET AND FINANCE -

Motion by Mr. Abrahamson, seconded by Mr. Sherlock, to adopt the following resolutions B-1 through B-4 as presented:

B-1. Approve Monthly Bills List – JUNE 19-JUNE 23, 2018

Recommend the Board approves the attached Bills List as recommended by the Chief School Administrator and School Business Administrator.

Fund	Total
Fund 10 – Current Expense	\$4,646.80
Fund 11-	\$115,556.83
Fund 20 – Special Revenue	\$115.00
Fund 50-	\$6,756.97
Grand Total:	\$127,075.60

B-2. Approve Monthly Bills List – JULY 1-JULY 23, 2018

Recommend the Board approves the attached Bills List as recommended by the Chief School Administrator and School Business Administrator.

Fund	Total
Fund 10 – Current Expense	\$20,770.71
Fund 11-	\$122,451.70
Fund 50-	\$1,961.57
Grand Total:	\$145,183.98

B-3. Approval of Transfers: June 30, 2018 printed on 7/24/2018

Recommend the Board approves the attached transfers as recommended by the Chief School Administrator and School Business Administrator. (Board Folder)

B-4 WHEREAS, the Hampton Borough Board of Education was notified by the State of New Jersey, Department of Education, that the District’s 2018-2019 Adjustment Aid will be decreased by \$40,977 pursuant to the agreement reached by Governor Murphy and the New Jersey Legislature

NOW THEREFORE BE IT

RESOLVED that the Hampton Borough Board of Education hereby requests approval from the Commissioner of Education to appropriate Emergency Surplus in the amount of \$24,555 in accordance with NJAC 6A:23A-14.4(a) and the remainder of \$16,422 from General Fund Unappropriated Surplus, AND BE IT FURTHER

RESOLVED that the Superintendent and Business Administrator are hereby directed to submit

1. A narrative detailing the adjustment plan to be implemented in response to the state aid reduction.
2. A listing of changed to appropriations in revenues as noted above, and
3. A copy of this Resolution adopting the board’s plan.

Roll Call:

Mr. Abrahamson	Mrs. Bruton	Mrs. Dilts	Mr. Merkel	Mr. Sherlock
Yes	Yes	Absent	Absent	Yes

C. PERSONNEL AND NEGOTIATIONS –

Motion by Mr. Abrahamson, seconded by Mr. Sherlock, to adopt the following resolutions C-1 through C-7 as presented.

C-1. Approval of Application for Course Reimbursement – 2018-2019 School Year

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

Employee	Course	Reimbursement
Trina Schafer	Nurs 619 Nurse Educator III: Curriculum Development	\$325.00/Credit x 3 Credits = <u>\$975.00</u> Per HEA Contract 2018-2021

C-2. Approval of Professional Workshops/Travel and Related Expenses

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

Date	Employee	Subject	Estimated Cost
Sept. 4, 11, 18 and Oct. 2, 9, 16, 23, and 30th	Trina Schafer	Preceptorship for Nursing Education Nurs618 clinical requirement	Conference Registration Cost: \$0 Substitute Expense: \$540.00 Mileage Expense: \$0 Total: \$540.00

C-3 Acceptance of Resignation – Karen Schultz

Recommend the Board, upon the recommendation of the Chief School Administrator, accepts, **with regret**, the resignation of Karen Schultz effective on July 26, 2018

C-4 Acceptance of Resignation – Mr. Michael Jones Chief School Administrator/Special Education Director

Recommend the Board, upon the recommendation of the Chief School Administrator, accepts, **with regret**, the resignation of Mr. Michael Jones effective 60 days or sooner.

C-5 Appointment of Tenured, Part Time Personnel - 2018-2019 School Year

Recommend the Board approves the **change of .45 to .49**, upon the recommendation of the Chief School Administrator, the following tenured part time personnel appointment for the 2018-2019 school year.

NAME	
WALTON, KATHLEEN	Change .45-.49 status at Hampton School

C-6 Appointment of Non-Tenure Personnel - 2018-2019 School Year

Recommend the Board approves the change of salary and job description in the ABA room, upon the recommendation of the Chief School Administrator, the following personnel appointment for the 2018-2019 school year.

NAME	SALARY CHANGE
TOTH, PATRICIA	\$18,000 TO \$22,000

C-7 Appointment of Full Time 1:1 Special Education Aides - 2018-2019 School Year

Recommend the Board approves, upon the recommendation of the Chief School Administrator, the following full time 1:1 Special Education Aide personnel appointments for the 2018-2019 school year.

NAME	BASE SALARY	SALARY
Onorato, Jeremy	\$16,000	\$16,000
Buchinski, Jeffrey	\$16,000	\$16,000

Roll Call:

Mr. Abrahamson	Mrs. Bruton	Mrs. Dilts	Mr. Merkel	Mr. Sherlock
Yes	Yes	Absent	Absent	Yes

D. POLICY-

E. CURRICULUM AND TECHNOLOGY -

Comments from Public II (Public discussion of any allowable item).

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, to open the meeting for public comment at 8:10 p.m. 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

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Discussion: In response to public inquiry it was explained that the board is exploring a possible shared services agreement to cover the CSA vacancy and administrative services.

Close Meeting to the Public:

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, to close the public comments section at 8:30 p.m. Motion carried.

Adjournment

Motion by Mr. Abrahamson, seconded by Mr. Sherlock, to adjourn from the Regular Board of Education meeting of July 24, 2018 at 8:30 p.m. Motion carried.

Respectfully submitted,



Steffi-Jo De Casas
Business Administrator/Board Secretary

**HAMPTON BOARD OF EDUCATION
COMMITTEE OF A WHOLE MEETING MINUTES
August 21, 2018**

Call to Order – Mr. Merkel Board, President, called the meeting to order at 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 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 2017 – 2018

1. By May 2018, 60% of 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 student achievement at the district level by increased teacher accountability through district assessment tools and other formats leading certified staff to increase their rating.
3. Math Student achievement at the district level by evaluating individual achievement i.e. each student’s PARCC score being improved by 10% from the previous year.

Board of Education Goals 2017-2018

1. Support and ensure an effective math program to better educate our students. Recommendation to be made by May 2018.
2. Research and implement more opportunities for our middle school students with other districts to further their education and better their socialization.

Roll Call – Steffi-Jo De Casas, Board Secretary, recorded the roll and declared a quorum was present.
Present: Andrew Abrahamson, Megan Bruton, Elizabeth Dilts, Darek Merkel and Robert Sherlock
Also Present: Timothy Frederiks, CSA and Steffi-Jo DeCasas, BA/Bd Secy

Minutes Approval

Motion by Mr. Abrahamson, seconded by Mr. Sherlock, that resolution be adopted as presented:

Recommend the Board approve the minutes of the following meetings:

Date	Meeting
July 24, 2018	Committee of the Whole Meeting Executive Session, Monthly Business Meeting

Roll Call:

Mrs. Bruton	Mr. Sherlock	Mr. Abrahamson	Mr. Merkel	Mrs. Dilts
Yes	Yes	Yes	Abstain	Abstain

Board President's Report –

Chief School Administrator's Report – Mr. Michael Jones

PRESENTATION OF ESGR PATRIOTIC EMPLOYER AWARD TO HAMPTON PUBLIC SCHOOL:

Motion by Elizabeth Dilts, seconded by Robert Sherlock, the following resolution:

Whereas, we recognize the Guard and Reserve are essential to the strength of our Nation and the well-being of our communities.

In the highest American tradition, the patriotic men and women of the Guard and Reserve serve voluntarily in an honorable and vital profession. They train to respond to their community and their country in time of need. They deserve the support of every segment of our society.

If these volunteer forces are to continue to serve our Nation, increased public understanding is required of the essential role of the Guard and Reserve in preserving our national security.

Therefore, we join other employers in pledging that:

- We fully recognize, honor and comply with the Uniformed Services Employment and Reemployment Rights Act (USERRA).
- We will provide our managers and supervisors, with the tools they need to effectively manage those employees who serve in the Guard and Reserve.
- We appreciate the values, leadership and unique skills Service members bring to the workforce and will encourage opportunities to employ Guardsmen, Reservists, transitioning Service members and Veterans.
- We will continually recognize and support our country's Service members and their families in peace, in crisis, and in war.

Resolution carried unanimously.

1. First Day for HPS Staff – August 27, 2018. Teacher In-Service 08/27/18-8/28/18.
2. First Day for HPS Students – August 29, 2018 – 1:00 p.m. dismissal.
3. Second Day for HPS Students – August 30, 2018 – 1:00 p.m. dismissal.
4. NO SCHOOL/DISTRICT CLOSED – August 31 & Sept. 3, 2018.

5. Work Family Connection signups was communicated and is offer on both 1pm dismissals
6. Summer work almost completed and the school will be ready for Monday, August 27.
7. Hampton new website was activated on Friday, Aug. 17 for the community.
8. Thank you to the community and the board for your support and collaboration in making Hampton great for the students!

Safety Drill Report

	DATE/TIME	EVACUATION TIME
Hampton Public School – Fire Drill	08/1/17	50 Seconds
Hampton Public School – Weather Drill	08/1/17	Successful

Board Secretary’s Report: Please review the shared folder:

1. Inconsistency with Regulation – Facilities use and actual practice
2. Receipt of additional J&B Billing in the amount of \$17,484.50; additional appropriation from reserve
3. Board Secretary and Treasurer reports
4. CNP – Letter approval submitted

New Business-

Introduction of new staff being recommended for appointment and Dr. Frederiks as new Interim CSA.

Old Business-

Future Board of Education Meetings

September 18, 2018 Committee of the Whole
 September 25, 2018 Business Meeting

Hampton Public School Enrollment – August 21, 2018

GRADE	ENROLLMENT
PK	16
K	21
1	14
2	17
3	17
4	11
5	10
6	7
7	6
8	14
Total:	133

Mr. Merkel requested that future reports show the breakdown of students between the schools being attended.

Comments from Public I (Public discussion of agenda items.)

Motion by Ms. Bruton, seconded by Ms. Dilts, to open the meeting for public comment at 7:28 p.m.
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

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Discussion:

Motion by Ms. Bruton, seconded by Ms. Dilts, to close the meeting for public comment at 7:29 p.m.
Motion carried.

EXECUTIVE SESSION

At 7:30 p.m., motion by Ms. Bruton, seconded by Mr. Sherlock, to adopt the following resolution:

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 matters and shared service matters**. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken. The Board expects to return to public session in 45 minutes. Action may be taken. Motion carried.

Reconvene into public session:

Motion by Ms. Bruton, seconded by Mr. Abrahamson, to reconvene the public meeting at 8:38 p.m.
Motion carried.

Committee Reports

A. **BUILDING AND GROUNDS** – Mr. Neidlinger Report for August 21, 2018 – no report

B. **Facility Request**

Motion by Ms. Bruton, seconded by Ms. Dilts, to adopt the following resolution A-1 as presented:

A-1. Hampton Public School Facility Requests – 2018 – 2019 School Year
Recommend the Board approve the following facility request(s) as presented:

Applicant	Purpose	Date	Time	Fee (if applicable)
Saint Ann Roman Catholic Church	Bible classes	September 23, 2018-April 14, 2018	Sunday's of each week 9:15am-10:45am	Class 3 Per Policy 7510, \$10 per classroom use per day (6 classrooms and 21 days expected*) and \$20 per use of all-purpose room. St. Ann's to provide custodian.
New York Blood Bank	Blood Drive for Blood Cancer Awareness Month	Sept. 25, 2018	3pm-9pm	Class 1 School Organization Per Policy 7510

* All dates/times are subject to cancellation in the event of inclement weather by the Chief School Administrator consult with the Board President or Vice President and the Buildings & Grounds Committee Member(s).

Roll Call:

Mrs. Bruton	Mr. Sherlock	Mr. Abrahamson	Mr. Merkel	Mrs. Dilts
Yes	Yes	Yes	Yes	Yes

B. BUDGET AND FINANCE -

Finance items were reviewed and will be acted upon at the August 28, 2018 Board meeting.

B-1. Approve Monthly Bills List –2018 (to be updated)

Recommend the Board approves the attached Bills List as recommended by the Chief School Administrator and School Business Administrator.

Fund	Total
Fund 10 – Current Expense	\$2,382.13
Fund 11- Current Expense	79,989.05
Fund 20 – Special Revenue	
Fund 30 – Capital Outlay	
Fund 40 – Debt Service	
Fund 50 – Food Service	1,633.11
Fund 60 – Aftercare Enterprise	
Grand Total:	\$84,004.29

B-2. Resolved to approve the following tuition contracts for the 2018-2019 School Year and rescinding the board's previous motion approving the tuition contract for student 7927835362.

Received Student	Sending District	Program	Annual Tuition
8306853844	Bethlehem	Autism (ABA)	\$25,000
1821266702	Franklin	Behavior Disabilities	\$39,875

8533076590	Frenchtown	Autism (ABA)	\$25,000
7927835362	Lopatcong	Behavior Disabilities	\$39,875
3278744705	Lopatcong	Autism (ABA)	\$25,000
2247434962	Oxford	Behavior Disabilities	\$39,875
3035955655	Union	Autism (ABA)	\$25,000
Student Sent	Receiving District		Annual Tuition
5140191392	Bonnie Brae School		\$66,300
7645076112	High Bridge		\$43,375
4078149132	Lebanon Township		\$25,700

B-3. Resolved to adopt the following schedule of additional individually provided service fees:

Hampton Board of Education Special Education Tuition Contract Schedule of Additional Individually Provided Service Fees		
Services	Hourly Rate	Minimum Charge
Occupational Therapy	\$84.75	0.25 hours per session
Physical Therapy	\$84.75	0.25 hours per session
Speech Therapy	\$85.25	0.25 hours per session
Behavioral Support Services (BCBA)	\$91.35	3.00 hours per week
Behavioral Plans & Functional Assessments	\$91.35	0.25 hours per session
Behavioral Support Services as provided by Behaviorist	\$91.35	0.25 hours per session

B.4- Resolved to adopt a resolution for 2018-2019 Participation in Coordinated Transportation Services with the Hunterdon County Educational Services Commission inclusive of a 5.5% administrative fee.

Hampton Public School District 2018-2019 Transportation Route Schedule				
Route #	Service Period	Destination	Per Diem	Annualized including 5.5% fee
0201R	ESY	Woodglen		
1902S	ESY	Woodglen		
H-1819	School Year	Woodglen/Valley View	\$ 154.00	\$ 29,244.60
***	School Year	High Bridge	\$ 80.00	\$ 15,192.00

*** costs approximate based upon current number of joiners and changes throughout the year

B-5. Resolved to approve final June account transfers:

B-6. Resolved to approve transfers for the period of July 1, 2018 through July 31, 2018.

B-7. Resolved to approve the June 2018 Board Secretary and Treasurer Reports:

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of June 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, and further, that we approve the Board Secretary and Treasurer's Reports subject to audit for the period ending June 30, 2018.

B-8. Resolved to amend resolution 20180724: Adjustment to State Aid appropriating \$40,977 from General Fund Unappropriated Surplus and \$0 from Emergency Reserve.

B-9. Resolved to adopt the following Resolutions for excess 2018-19 State Aid:

APPROPRIATION OF 2017-18 EXCESS NON-PUBLIC TRANSPORTATION AID FOR 2018-19 BUDGET

Whereas, the Hampton Board of Education has received notice from the New Jersey Department of Education that it will receive \$4,858 reimbursement for 2017-18 Nonpublic School Transportation Costs in accordance with NJSA 18A:39-1a, and

Whereas, NJAC 6A:23A-13.3(d) permits an adjustment to the district's year end surplus for a district board of education receiving reimbursement of Nonpublic School 2017-18 Transportation Costs, and

Whereas, the Hampton Board of Education anticipated \$2,500 in Non-Public Transportation aid revenues for 2017-18

Now therefore be it

Resolved that the Hampton Board of Education hereby appropriates the remaining \$2,358 to line account 11-000-270-519-000-000 Non-Public Aid in Lieu Reimbursements for the 2018-19 School Year.

APPROPRIATION OF 2018-19 EXCESS EXTRAORDINARY AID FOR 2018-19 BUDGET

Whereas, the Hampton Board of Education has received notice from the New Jersey Department of Education that it will receive \$142,893 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

Whereas, the Hampton Board of Education anticipated \$40,000 in extraordinary aid revenues for 2017-18,

Now therefore be it resolved that the Hampton Board of Education hereby appropriates the remaining \$99,904.00 to the following line accounts for the 2018-19 School Year:

Line Item Account	Title	Amount
11-190-100-260	Workers Comp	\$ 658.00
11-190-100-500	Other Purchased Services	\$ 502.95
11-190-100-610	General Supplies	\$ 2,011.00
11-422-100-110	ESY Salaries	\$ 654.14
11-000-221-800	Other Objects	\$ 820.00

11-000-222-600	Technology Supplies	\$ 477.00
11-000-230-530	Communications Telephone	\$ 3,565.00
11-000-251-104	Salaries	\$ 15,000.00
11-000-251-580	Travel	\$ 750.00
11-000-251-890	Miscellaneous Expenditures	\$ 1,250.00
11-000-260-260	Workers Comp	\$ 197.00
11-000-262-580	Travel	\$ 50.00
11-212-100-101	BD Teacher Salaries	\$ 50,000.00
11-212-100-106	BD Other Salaries Instruction	\$ 18,500.00
11-212-100-270	Health Insurance	\$ 5,218.91
11-212-100-610	Supplies	\$ 250.00
	Total	\$ 99,904.00

B.10 SHARED AGREEMENT FOR SPECIAL EDUCATION DIRECTOR/SUPERVISOR SERVICES

Recommend to approve the Shared Services Agreement between the Hampton Borough Board of Education and the Lebanon Township Board of Education effective August 28, 2018 for Special Ed. Supervisor Shared services. (Shared agreement in the finance folder)

B.11 Resolved to appoint Steffi-Jo De Casas as the district's Qualified Purchasing Agent pursuant to N.J.S.A. 18:A 18-3.

(Enables the district to use the higher quote and bid limits established for districts using a Qualified Purchasing Agent. The current limits are established at \$4000 for quotes and \$40,000 for bids.)

B.12 Resolved to appoint Steffi-Jo De Casas as the district's Public Agency Compliance Officer in accordance with N.J.A.C. 17:27-3.3.

(Each public agency is required to designate an official to serve as the district PACO who is responsible for administering contracting procedures pertaining to equal employment opportunity regarding both the Public Agency and vendors with public contracts.) The district is to file the name and contact information with the Department of Treasury, Division of Purchase & Property by January 10th of each year and whenever there is a change concerning the designated person.)

C. PERSONNEL AND NEGOTIATIONS –

Motion by Ms. Bruton, seconded by Mr. Sherlock, that resolution number C-1 be adopted as presented:

C-1. Approval of Dr. Timothy Frederiks, Part Time Interim Chief School Administrator

Recommend the Board approve, upon the recommendation of the Chief School Administrator, the following: part time interim CSA contract for the 2018-2019 school year. (The contract is in the Personnel Folder for review)

Roll Call:

Mrs. Bruton	Mr. Sherlock	Mr. Abrahamson	Mr. Merkel	Mrs. Dilts
Yes	Yes	Yes	Yes	Yes

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, that resolution number C-2 be adopted as presented:

C-2. Appointment of Tenured, Full Time Personnel - 2018-2019 School Year

Recommend the Board approves the change of 0.49 to 1.0 FTE, upon the recommendation of the Chief School Administrator, the following tenured full time personnel appointment for the 2018-2019 school year.

NAME	FTE
WALTON, KATHLEEN	Change from 0.49 to 1.0 FTE

Roll Call:

Mrs. Bruton	Mr. Sherlock	Mr. Abrahamson	Mr. Merkel	Mrs. Dilts
Yes	Yes	Yes	Yes	Abstain

Motion by Ms. Dilts, seconded by Ms. Bruton, that resolution numbers C-3 through C-12 be adopted as presented:

C-3. Appointment of Non-Tenure Personnel - 2018-2019 School Year

Recommend the Board approves the change of salary, upon the recommendation of the Chief School Administrator, the following personnel appointment for the 2018-2019 school year.

NAME	SALARY CHANGE
Stecker, Michelle	\$18,000 TO \$18,500

C-4. Appointment of Non-Tenure Personnel - 2018-2019 School Year

Recommend the Board approves the change of salary, upon the recommendation of the Chief School Administrator, the following personnel appointment for the 2018-2019 school year.

NAME	SALARY CHANGE
Moran, Jennifer	\$15,993.60 TO \$16,493.00

C-5. Acceptance of Resignation – Ann Marie Linnen

Recommend the Board, upon the recommendation of the Chief School Administrator, accepts, with regret, the resignation of Ann Marie Linnen effective on August 21,2018.

C-6. Acceptance of Resignation – Danielle Mort

Recommend the Board, upon the recommendation of the Chief School Administrator, accepts, with regret, the resignation of Danielle Mort effective on August 21,2018.

C-7. Acceptance of Resignation – Lauren DiLanno

Recommend the Board, upon the recommendation of the Chief School Administrator, accepts, with regret, the resignation of Lauren DiLanno effective on August 21,2018.

C-8. Acceptance of Resignation – Kelly Evans

Recommend the Board, upon the recommendation of the Chief School Administrator, accepts, with regret, the resignation of Kelly Evans effective on August 21,2018.

C-9. Appointment of Non-Tenured, Full Time Personnel - 2018-2019 School Year

Recommend the Board approves, upon the recommendation of the Chief School Administrator, the following non-tenured full-time personnel appointments for the 2018-2019 school year salaries to be determined as per collective bargaining agreement for the 2018-2021.

NAME	FTE	Base Salary	Positions
Adrean Amador	1.0 FTE	\$51,500 MA	Resource Room
Nancy Tyerech	1.0 FTE	\$51,500 MA	Grade 5
Michelle Stassi	1.0 FTE	\$48,000 BA	Resource Room

C-10. Appointment of Non-Tenured, Part Time Personnel - 2018-2019 School Year

Recommend the Board approves, upon the recommendation of the Chief School Administrator, the following non-tenured part-time personnel appointments for the 2018-2019 school year salaries to be determined as per collective bargaining agreement for the 2018-2021.

NAME	FTE	Base Salary	Positions
Cassandra Chambers	0.4 FTE	\$48,000 x 0.4 = \$19,200	World Language

C-11. Motion to approve job description for Lead Library Enrichment Instructor and create open position.

C-12. Motion to formalize the last day of employment for Mr. Jones as August 21, 2018.

Roll Call:

Mrs. Bruton	Mr. Sherlock	Mr. Abrahamson	Mr. Merkel	Mrs. Dilts
Yes	Yes	Yes	Yes	Yes

D. POLICY –

E. CURRICULUM AND TECHNOLOGY –

Motion by Ms. Bruton, seconded by Ms. Dilts, that resolution number E-1 be adopted as presented:

E.1 AGREEMENT FOR SCHOOL BASED YOUTH SERVICES:

Recommend to approve an Agreement for School Based Youth Services Program Affiliation Agreement between the Hampton Borough School District and Hunterdon Behavioral Health for July 1, 2018 through June 30, 2019 at no cost to the district.

(Copy of contract is on file in the Business Office)

Roll Call:

Mrs. Bruton	Mr. Sherlock	Mr. Abrahamson	Mr. Merkel	Mrs. Dilts
Yes	Yes	Yes	Yes	Yes

F. COMMUNICATION –

Comments from Public II (Public discussion of agenda items.)

Open Meeting to the Public:

Motion by Ms. Bruton, seconded by Mr. Abrahamson, to open the public comments section at 8:49 p.m.
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: None

Close Meeting to the Public:

Motion by Ms. Bruton, seconded by Mr. Sherlock, to close the public comments section at 8:50 p.m.
Motion carried.

ADJOURNMENT

Motion by Andrew Abrahamson, seconded by Elizabeth Dilts, to adjourn from the Committee of a Whole Meeting of August 21, 2018 section at 8:50 p.m. Motion carried.

Respectfully submitted,



Steffi-Jo De Casas
Business Administrator/Board Secretary

**HAMPTON BOROUGH BOARD OF EDUCATION
EXECUTIVE SESSION
AUGUST 21, 2018**

Present: Andrew Abrahamson, Megan Bruton, Elizabeth Dilts, Darek Merkel and Robert Sherlock
Also Present: Timothy Frederiks, CSA and Steffi-Jo DeCasas, BA/Bd Secy

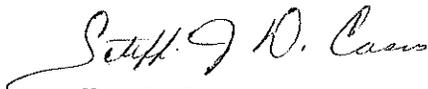
Executive Session began at 7:29 pm.

The board discussed Lebanon Township's confirmation that they were interested in negotiating a shared services agreement for administration including CST Director services. The board members discussed terms and conditions they were interested in pursuing.

The board also discussed a shared contract for shared Child Study Team Services with Lebanon Township for the current school year until the administrative services shared contract could be put into place.

Executive Session concluded at 8:38 pm.

Respectfully submitted,



Steffi-Jo De Casas
Business Administrator/Board Secretary

**HAMPTON BOROUGH BOARD OF EDUCATION
REGULAR BOARD OF EDUCATION MEETING MINUTES
August 28, 2018**

CALL TO ORDER - Mr. Merkel Board, President, called the meeting to order at 7:02 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 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 2017 – 2018

1. By May 2018, 60% of 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 student achievement at the district level by increased teacher accountability through district assessment tools and other formats leading certified staff to increase their rating.
3. Math Student achievement at the district level by evaluating individual achievement i.e. each student's PARCC score being improved by 10% from the previous year.

Board of Education Goals 2017-2018

1. Support and ensure an effective math program to better educate our students. Recommendation to be made by May 2018.
2. Research and implement more opportunities for our middle school students with other districts to further their education and better their socialization.

ROLL CALL – Steffi-Jo De Casas, Board Secretary, recorded the roll and declared a quorum was present.

Present: Andrew Abrahamson, Elizabeth Dilts and Darek Merkel

Absent: Megan Bruton and Robert Sherlock

Also Present: Timothy Frederiks, CSA and Steffi-Jo DeCasas, BA/Bd Secy

Board President’s Report –

Chief School Administrator’s Report – Dr. Timothy Frederiks

1. First Day for HPS Staff – August 27, 2018. Teacher In-Service 08/27/18-8/28/18.
2. First Day for HPS Students – August 29, 2018 – 1:00 p.m. dismissal.
3. Second Day for HPS Students – August 30, 2018 – 1:00 p.m. dismissal.
4. NO SCHOOL/DISTRICT CLOSED – August 31 & Sept. 3, 2018.
5. Work Family Connection signups was communicated and is offer on both 1pm dismissals
6. Summer work almost completed and the school will be ready for Monday, August 27.
7. Hampton new website was activated on Friday, Aug. 17 for the community.
8. Thank you to the community and the board for your support and collaboration in making Hampton great for the students!
9. Back-to-School Night – September 11, 2018

Safety Drill Report

	DATE/TIME	EVACUATION TIME
Hampton Public School – Fire Drill	08/1/17	50 Seconds
Hampton Public School – Weather Drill	08/1/17	Successful

Board Secretary’s Report -

1. Financial Reports
2. Minimum Lunch Prices

New Business

Old Business

1. Update District and BOE goals at work session
2. September 7, 2018 HART Meeting – 8:00 a.m. – 10:00 a.m.
 - a. The district is receiving an award
3. Backpack Program – pickups in Phillipsburg discussed

Future Board of Education Meetings

September 18, 2018 Committee of the Whole

September 25, 2018 Business Meeting

Hampton Public School Enrollment – August 21, 2018

GRADE	ENROLLMENT
PK	16
K	21
1	14
2	17
3	17
4	11
5	10
6	7
7	6
8	14
Total:	133

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

Open Meeting to the Public:

Motion by Elizabeth Dilts, seconded by Andrew Abrahamson, to open the meeting for public comment at 7:27 p.m. 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: None.

Close Meeting to the Public:

Motion by Andrew Abrahamson, seconded by Elizabeth Dilts, to close the public comments section at 7:27 p.m. Motion carried.

EXECUTIVE SESSION

At 7:29 p.m., motion by Elizabeth Dilts, seconded by Andrew Abrahamson, to adopt the following resolution:

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: **Business Office Personnel**. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken. The Board expects to return to public session in 15 minutes. Action may be taken.

Motion carried.

Reconvene into public session:

Darek Merkel called the meeting back to order in public session at 8:07 p.m.

COMMITTEE REPORTS

A. BUILDING AND GROUNDS –

Mr. Neidlinger Report for August 28, 2018 – no report

B. FINANCE –

Motion by Andrew Abrahamson, seconded by Elizabeth Dilts, to adopt the following resolutions B-1 through B-14 as presented:

B-1 Approve Monthly Bills List –2018

Resolved the Board approves the attached Bills List as recommended by the Chief School Administrator and School Business Administrator.

Fund	Total
Fund 10 – Current Expense	\$2,382.13
Fund 11- Current Expense	79,989.05
Fund 20 – Special Revenue	
Fund 30 – Capital Outlay	
Fund 40 – Debt Service	
Fund 50 – Food Service	1,633.11
Fund 60 – Aftercare Enterprise	
Grand Total:	\$84,004.29

B-2 Tuition Contracts

Resolved to approve the following tuition contracts for the 2018-2019 School Year and rescinding the board's previous motion approving the tuition contract for student 7927835362.

Received Student	Sending District	Program	Annual Tuition
8306853844	Bethlehem	Autism (ABA)	\$25,000
1821266702	Franklin	Behavior Disabilities	\$39,875
8533076590	Frenchtown	Autism (ABA)	\$25,000
7927835362	Lopatcong	Behavior Disabilities	\$39,875
3278744705	Lopatcong	Autism (ABA)	\$25,000
2247434962	Oxford	Behavior Disabilities	\$39,875
3035955655	Union	Autism (ABA)	\$25,000
Student Sent	Receiving District	Annual Tuition	
5140191392	Bonnie Brae School	\$66,300	
7645076112	High Bridge	\$43,375	
4078149132	Lebanon Township	\$ 25,700	

B-3 Additional Service Fees Schedule for Tuition Students

Resolved to adopt the following schedule of additional individually provided service fees:

Hampton Board of Education Special Education Tuition Contract Schedule of Additional Individually Provided Service Fees		
Services	Hourly Rate	Minimum Charge
Occupational Therapy	\$84.75	0.25 hours per session
Physical Therapy	\$84.75	0.25 hours per session
Speech Therapy	\$85.25	0.25 hours per session
Behavioral Support Services (BCBA)	\$91.35	3.00 hours per week
Behavioral Plans & Functional Assessments	\$91.35	0.25 hours per session
Behavioral Support Services as provided by Behaviorist	\$91.35	0.25 hours per session

B-4 Transportation Contracts

Hunterdon County Educational Services Commission Jointure

Resolved to adopt a resolution for 2018-2019 Participation in Coordinated Transportation Services with the Hunterdon County Educational Services Commission inclusive of a 5.5% administrative fee.

Hampton Public School District 2018-2019 Transportation Route Schedule				
Route #	Service Period	Destination	Per Diem	Annualized including 5.5% fee
0201R	ESY	Woodglen		
1902S	ESY	Woodglen		
H-1819	School Year	Woodglen/Valley View	\$ 154.00	\$ 29,244.60
***	School Year	High Bridge	\$ 80.00	\$ 15,192.00

*** costs approximate based upon current number of joiners and changes throughout the year

Franklin Township Board of Education Jointure

Resolved to approve a joint transportation agreement VV-HPS19, with Franklin Township Board of Education as host, for the transportation of one student to Hampton Pubic School at a cost of \$7,500 for the 2018-2019 School Year.

B-5 Account Transfers 2017-18

Resolved to approve final June account transfers per attachment B5.

B-6 Account Transfers 2018-19

Resolved to approve transfers for the period of July 1, 2018 through July 31, 2018 per attachment B6.

B-7 Board Secretary's and Treasurer's Reports

Resolved to approve the June 2018 Board Secretary and Treasurer Reports:

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of June 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, and further, that we approve the Board Secretary and Treasurer's Reports subject to audit and audit correction for the period ending June 30, 2018 per attachments B7.

B-8 State Aid Cut Revised Resolution

Resolved to amend resolution 20180724: Adjustment to State Aid appropriating \$40,977 from General Fund Undesignated Reserve and \$0 from Emergency Reserve.

B-9 Appropriation of Non-Public Transportation and Extraordinary Aid for 2018-19

Resolved to adopt the following Resolutions for excess 2017-18 State Aid for use in the 2018-19 School Year Budget.

Appropriation Excess Non-Public Transportation Aid

Whereas, the Hampton Board of Education has received notice from the New Jersey Department of Education that it will receive \$4,858 reimbursement for 2017-18 Nonpublic School Transportation Costs in accordance with NJSA 18A:39-1a, and

Whereas, NJAC 6A:23A-13.3(d) permits an adjustment to the district's year end surplus for a district board of education receiving reimbursement of Nonpublic School 2017-18 Transportation Costs, and

Whereas, the Hampton Board of Education anticipated \$2,500 in Non-Public Transportation aid revenues for 2017-18

Now therefore be it

Resolved that the Hampton Board of Education hereby appropriates the remaining \$2,358 to line account 11-000-270-519-000-000 Non-Public Aid in Lieu Reimbursements for the 2018-19 School Year.

Appropriation of Excess Extraordinary Aid

Whereas, the Hampton Board of Education has received notice from the New Jersey Department of Education that it will receive \$142,893 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

Whereas, the Hampton Board of Education anticipated \$40,000 in extraordinary aid revenues for 2017-18,

Now therefore be it resolved that the Hampton Board of Education hereby appropriates the remaining \$102,893 to the following line accounts for the 2018-19 School Year:

Line Item Account	Title	Amount
11-190-100-260	Workers Comp	\$ 658.00
11-190-100-500	Other Purchased Services	\$ 502.95
11-190-100-610	General Supplies	\$ 2,011.00
11-422-100-110	ESY Salaries	\$ 654.14
11-000-221-800	Other Objects	\$ 820.00
11-000-222-600	Technology Supplies	\$ 477.00
11-000-230-530	Communications Telephone	\$ 3,565.00
11-000-251-104	Salaries	\$ 15,000.00
11-000-251-580	Travel	\$ 750.00
11-000-251-890	Miscellaneous Expenditures	\$ 1,250.00
11-000-260-260	Workers Comp	\$ 197.00
11-000-262-580	Travel	\$ 50.00
11-212-100-101	BD Teacher Salaries	\$ 50,000.00
11-212-100-106	BD Other Salaries Instruction	\$ 18,500.00
11-212-100-270	Health Insurance	\$ 5,218.91
11-212-100-610	Supplies	\$ 250.00
	Total	\$ 99,904.00

B-10 Shared Agreement for Special Education Director/Supervisor Services

Resolved to approve the Shared Services Agreement between the Hampton Borough Board of Education and the Lebanon Township Board of Education effective August 28, 2018 for Special Ed. Supervisor Shared services. (Shared agreement in the finance folder)

B-11 Appointment of QPA

Resolved to appoint Steffi-Jo De Casas as the district’s Qualified Purchasing Agent pursuant to N.J.S.A. 18:A 18-3.

(Enables the district to use the higher quote and bid limits established for districts using a Qualified Purchasing Agent. The current limits are established at \$4,000 for quotes and \$40,000 for bids.)

B-12 Appointment of P.A.C.O.

Resolved to appoint Steffi-Jo De Casas as the district’s Public Agency Compliance Officer in accordance with N.J.A.C. 17:27-3.3.

(Each public agency is required to designate an official to serve as the district PACO who is responsible for administering contracting procedures pertaining to equal employment opportunity regarding both the Public Agency and vendors with public contracts.) The district is to file the name and contact information with the Department of Treasury, Division of Purchase & Property by January 10th of each year and whenever there is a change concerning the designated person.)

B-13 Appointment of SAIF

Be It Resolved, by the School Board of Hampton, County of Hunterdon, State of New Jersey; that it hereby appoints Steffi-Jo De Casas as the School Alliance Insurance Fund Commissioner and

Be It Further Resolved that copies of this Resolution be forwarded to the following

1. Steffi-Jo De Casas
2. School Alliance Insurance Fund

B-14 Food Service Meal Prices

Move to adjust the cost of a full price student lunch to \$2.90 for the 2018-19 School Year.

Roll Call:

Mrs. Bruton	Mr. Sherlock	Mr. Abrahamson	Mr. Merkel	Mrs. Dilts
Absent	Absent	Yes	Yes	Yes

C. PERSONNEL AND NEGOTIATIONS –

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 Andrew Abrahamson, seconded by Elizabeth Dilts, to open the public comments section at 8:20 p.m. 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

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Discussion: Mr. Impellizeri, Board Candidate, introduced himself.

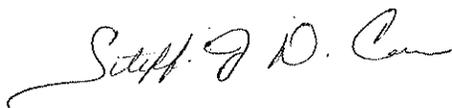
Close Meeting to the Public:

Motion by Andrew Abrahamson, seconded by Elizabeth Dilts, to close the public comments section at 8:21 p.m. Motion carried.

ADJOURNMENT

Motion by Andrew Abrahamson, seconded by Elizabeth Dilts, to adjourn from the Committee of a Whole Meeting of August 28, 2018 section at 8:21 p.m. Motion carried.

Respectfully submitted,



Steffi-Jo De Casas
Business Administrator/Board Secretary

**HAMPTON BOROUGH BOARD OF EDUCATION
EXECUTIVE SESSION
AUGUST 28, 2018**

Present: Andrew Abrahamson, Megan Bruton, Elizabeth Dilts, Darek Merkel and Robert Sherlock
Also Present: Timothy Frederiks, CSA and Steffi-Jo DeCasas, BA/Bd Secy

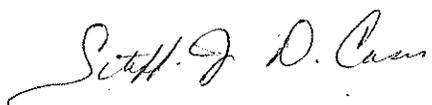
Executive Session began at 7:29 pm.

The board continued discussion regarding the shared services agreement with Lebanon Township. They also discussed the parameters of the tuition contract.

The board also discussed business office staffing and pursuing a shared services arrangement for business administrator services in the future.

Executive Session concluded at 8:07 pm.

Respectfully submitted,



Steffi-Jo De Casas
Business Administrator/Board Secretary

**HAMPTON BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING MINUTES
September 18, 2018**

CALL TO ORDER - Mr. Merkel, Board President called the meeting to order at 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

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 2017 – 2018

1. By May 2018, 60% of 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 student achievement at the district level by increased teacher accountability through district assessment tools and other formats leading certified staff to increase their rating.
3. Math Student achievement at the district level by evaluating individual achievement i.e. each student's PARCC score being improved by 10% from the previous year.

Board of Education Goals 2017-2018

1. Support and ensure an effective math program to better educate our students.
Recommendation to be made by May 2018.
2. Research and implement more opportunities for our middle school students with other districts to further their education and better their socialization.

ROLL CALL – Steffi-Jo De Casas, Board Secretary

Present:

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

Also Present:

- Dr. Timothy Frederiks, C.S.A.
- Ms. Steffi-Jo DeCasas, Business Adm/Bd Sec’y

MINUTES REVIEW

- August 21, 2018 Committee of the Whole and Business Meeting
- August 21, 2018 Executive Session
- August 28, 2018 Business Meeting
- August 28, 2018 Executive Session

Board President’s Report –

Chief School Administrator’s Report – Dr. Timothy Frederiks

- District and Board Goals discussion to be held later in the meeting
- Jason Kornegay, Lebanon Township Superintendent, was introduced
- Discussion was held regarding Hampton’s inability to provide a late bus at Lebanon Township. It was also mentioned that some minor bus adjustments had been made to alleviate problems with arrival times at Lebanon Township.

Safety Drill Report

	Date/Time	Evacuation Time
Hampton Public School- Fire Drill	9/12/18 1:28 pm	92 sec.
Hampton Public School- Hold Drill	9/18/18 10:55am	satisfactory

Board Secretary’s Report –

- The auditors will be in district the week of September 17th

New Business

Mrs. Darymple was commended on a successful back to school night.

Old Business

Future Board of Education Meetings

- September 18, 2018 Business Meeting
- October 16, 2018 Committee of the Whole Meeting
- October 23, 2018 Business Meeting

Hampton Public School Enrollment –

HAMPTON SCHOOL	Class Size	Tuition Students*	Choice Students*IN	Choice Students-OUT
ABA ROOM	6	4		
PK	12	1		
KDG	9	1	2	1
Grade 1	17		2	1
Grade 2	11			2
Grade 3	11		1	1
Grade 4	19		1	1
Grade 5	10		2	
BD ROOM	4	2		
TOTAL	99			
WOODGLEN SCHOOL				
	Class Size			
Grade 6	11			1
Grade 7	6			2
Grade 8	7			2
TOTAL	24			
OOD PLACEMENT				
High Bridge/Gr. 4	1			
Bonnie Brae/Gr. 8	1			
FINAL TOTAL	125		*included in Class Size	

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

Open Meeting to the Public:

Motion by Mrs. Dilts, seconded by Mr. Sherlock to open the meeting to public comments.
Time: 7:15 p.m.

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:

Several parents requested that the bus stop near the intersection of Valley Road be moved to a location closer to Bowlby Street. Administration was directed to contact ESC about making said change.

Close Meeting to the Public:

Motion by Mrs. Dilts, seconded by Mr. Sherlock to close the meeting to public comments.
Time: 7:32 p.m.

EXECUTIVE SESSION

Motion by Mrs. Dilts, seconded by Mrs. Bruton, to adopt the following resolution.
Time: 7:32 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: **Legal Matters and Shared Services Contract for approximately one half hour.** It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

Motion unanimously carried.

Reconvene into public session:

Motion by Mr. Sherlock, seconded by Mrs. Bruton to return to public session.
Time: 8:31 p.m.

Motion unanimously carried.

COMMITTEE REPORTS

Dr. Frederiks led the board in a discussion regarding the establishment of district and board goals for 2018-19. He will develop a draft incorporating the comments and share with board for adoption.

A. BUILDING AND GROUNDS –

Administration recommends Buildings and Grounds resolution numbered 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	Time	Fee (if applicable)
H.S.A.	H.S.A. Meeting- Library	9/17/2018	7 pm to 8 pm	N/A
H.B.H. School Based Youth Services	After school recreation program	10/2/2018-5/31/2018	3 pm to 4:30 pm	N/A

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

B. FINANCE –

Administration recommends Finance resolutions numbered B-1 through B-4 be adopted as presented:

B-1 Approve Monthly Bills List – for the period of August 15, 2018 to September 14, 2018,
Resolved the Board approves the attached Bills List B-1 as recommended by the Chief School Administrator and School Business Administrator.

Fund	Total
Fund 10 – Current Expense	21,272.39
Fund 11- Current Expense	187,035.29
Fund 20 – Special Revenue	2,547.80
Fund 30 – Capital Outlay	
Fund 40 – Debt Service	36,300.00
Fund 50 – Food Service	669.93
Fund 60 – Aftercare Enterprise	
Grand Total:	\$247,825.41

B-2 Account Transfers

Resolved to approve transfers for the period of August 1, 2018 through August 31, 2018 per attachment B-2.

B-3 Board Secretary's and Treasurer's Reports

Resolved to approve the July 2018 and August 2018 Board Secretary and Treasurer Reports:

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of July 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 July 31, 2018 per attachments B-3 a1 and B-3 a2.

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of August 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 August 31, 2018 per attachments B-3 b1 and B-3 b2.

B-4 Tuition Contracts

Resolved to approve the following tuition contracts for the 2018-2019 School Year.

Received Student	Sending District	Program	Annual Tuition
5076084152	Hackettstown	Gr 1-5	\$17,477
2247434962	Oxford	ESY	\$4,465

B-5 Travel

Whereas, the travel expenses listed herein are work related and within the scope of work

responsibilities of the attendee, and

Whereas, said expenses promote the delivery of instruction or further the efficient operation of the school district and are fiscally prudent;

Now therefore be it

Resolved that the Hampton Borough Board of Education hereby approves the travel expenses enumerated below:

Date	Name	Purpose	Destination	Cost
10/20/2018	Michelle Stassi	Reading, Rituals & Routines	Pines Manor, Edison, NJ	\$96.18

C. PERSONNEL AND NEGOTIATIONS –

The Chief School Administrator recommends Personnel resolutions numbered C-1 through C-4 be adopted as presented:

C-1 Contract Correction Teaching Assistant

Move to correct previous motion C-4 2018-0821, upon the recommendation of the Superintendent, approving the change of salary for Jennifer Moran's salary from \$16,783 as approved by the board on 4/24/18 and increased by \$500 to \$17,283 for the 2018-19 School Year.

C-2 Appointment Physical Education/Health Teacher

Move to appoint, upon recommendation of the Chief School Administrator, Mark Woodward, Physical Education/Health Teacher (0.75 FTE) effective September 26, 2018 through June 30, 2018 at a prorated annual salary of \$48,000.

C-3 Office Clerical Position

Move to establish, upon recommendation of the Chief School Administrator, a part-time Main Office/Business Office clerical position; 4 hours per day/ 5 days per week, \$20/hr., non-benefit position.

C-4 Interim Business Administrator Position

Move to approve, upon recommendation of the Chief School Administrator, an increase from one day to two days per week for the Interim Business Administrator position.

The board discussed the need to identify funding prior to consideration of C-3 and C-4.

E. CURRICULUM AND TECHNOLOGY –

- PARCC Results from 2017-18 SY will be presented at the BOE meeting on 9/25

F. COMMUNICATION –

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

Open Meeting to the Public:

Motion by Mrs. Bruton, seconded by Mr. Sherlock to open the meeting for public comments.

Time: 9:11 p.m.

Motion unanimously 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: A question was posed about scheduling Executive Session at the end of the meeting rather than mid-meeting. The board indicated this could be considered if there was no action to be taken following the Executive Session.

Close Meeting to the Public:

Motion by Mrs. Bruton, seconded by Mr. Sherlock to close the meeting to public comments.

Time: 9:13 p.m.

Motion unanimously carried.

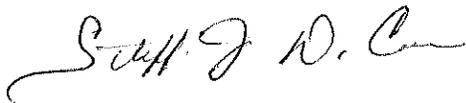
ADJOURNMENT

Motion by Mrs. Bruton, seconded by Mr. Sherlock, to adjourn the meeting.

Time: 9:11 p.m.

Motion unanimously carried.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Steffi-Jo De Casas".

Steffi-Jo De Casas

Business Administrator/Board Secretary

**HAMPTON BOROUGH BOARD OF EDUCATION
EXECUTIVE SESSION
SEPTEMBER 18, 2018**

Present: Andrew Abrahamson, Megan Bruton, Elizabeth Dilts, Darek Merkel and Robert Sherlock
Also Present: Timothy Frederiks, CSA and Steffi-Jo DeCasas, BA/Bd Secy

Executive Session began at 7:32 pm.

The board discussed parameters for the shared services agreement with Lebanon Township with Jason Kornegay. It was decided that Mr. Merkel will represent the board in discussions with Lebanon Township regarding the specifics of the agreement to be developed and submitted to the county superintendent of schools.

Executive Session concluded at 8:31 pm.

Respectfully submitted,



Steffi-Jo De Casas
Business Administrator/Board Secretary

**HAMPTON BOARD OF EDUCATION
REGULAR BOARD OF EDUCATION MEETING MINUTES
September 25, 2018**

CALL TO ORDER - Mr. Merkel Board President

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.

Roll Call

Nancy Held, Acting Board Secretary, recorded the roll and declared a quorum was present.

Present: Andrew Abrahamson, Megan Bruton, Elizabeth Dilts AND Robert Sherlock

Also Present: Dr. Timothy Frederiks, C.S.A., Nancy Held, Acting Board Secretary

Absent: Darek Merkel

Minutes Approval

Motion by Robert Sherlock and seconded by Andrew Abrahamson at 7:07 p.m., that resolution be adopted as presented:

Recommend the Board approve the minutes of the following meetings:

- August 21, 2018 Committee of the Whole and Business Meeting
- August 21, 2018 Executive Session

Recommend the Board table approval of the minutes of the following meetings due to insufficient number of voters:

- August 28, 2018 Business Meeting
- August 28, 2018 Executive Session

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Mrs. Bruton	Mr. Merkel
Yes	Yes	Yes	Yes	Absent

Board President's Report – None.

Chief School Administrator's Report – Dr. Timothy Frederiks

- Picture day was 9/5 - everyone looked great!
- Back to School Night was 9/11
- Ruth Ann Dalrymple attended the HART now referred to as "go Hunterdon" 2018 Annual Meeting & Awards Breakfast and accepted the Gold Award for Hampton School. Thank you to all who contribute to this distinction for our school.
- Upcoming events:
 - 9/25 Blood Drive
 - 10/3 Walk to School
 - 10/17 Flu Clinic for staff
- PARCC results were presented

District Goals Approval

Motion by Elizabeth Dilts and seconded by Robert Sherlock at 7:10 p.m., that resolution be adopted as presented:

Recommend the Board approve the following District Goals for 2018-19:

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.

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Mrs. Bruton	Mr. Merkel
Yes	Yes	Yes	Yes	Absent

Board of Education Goals Approval

Motion by Andrew Abrahamson and seconded by Robert Sherlock at 7:11 p.m., that resolution be adopted as presented:

Recommend the Board approve the following Board of Education Goals for 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.

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Mrs. Bruton	Mr. Merkel
Yes	Yes	Yes	Yes	Absent

Board Secretary's Report – None.

New Business – None.

Old Business

Basic Skills Instruction (BSI)

- In place and in process
- All teachers have BSI as part of their teaching day
- Assessments will be made 3 times per year
- Students who need BSI at year end will receive BSI at the start of the following school year

Future Board of Education Meetings

October 16, 2018 Committee of the Whole Meeting

October 23, 2018 Business Meeting

The Board agreed to reschedule the October 23 meeting to October 30 so that Dr. Frederiks can attend. Notice of the meeting change will be made.

Hampton Public School Enrollment

HAMPTON SCHOOL	Class Size	Tuition Students* IN	Choice Students*	
			IN	OUT
ABA ROOM	6	4		
PK	12	1		
KDG	9	1	2	1
Grade 1	17		2	1
Grade 2	11			2
Grade 3	11		1	1
Grade 4	19		1	1
Grade 5	10		2	
BD ROOM	4	2		
TOTAL	99			
WOODGLEN SCHOOL				
Grade 6	11			1
Grade 7	6			2
Grade 8	7			2
TOTAL	24			
OOD PLACEMENT				
High Bridge/Gr. 4	1			
Bonnie Brae/Gr. 8	1			
FINAL TOTAL	125		<i>*included in Class Size</i>	

Safety Drill Report

Type of Drill	Date, Time	Evacuation Time
Hampton Public School- Fire Drill	9/12/18, 1:28 pm	92 sec.
Hampton Public School- Hold Drill	9/18/18, 10:55 am	Satisfactory

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

Open Meeting to the Public:

Motion by Andrew Abrahamson and seconded by Elizabeth Dilts to open the meeting for public comment at 7:54 p.m. 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: None.

Close Meeting to the Public:

Motion by Andrew Abrahamson and seconded by Robert Sherlock to close the public comments section at 7:55 p.m. Motion carried.

EXECUTIVE SESSION

No discussion.

COMMITTEE REPORTS

A. BUILDING AND GROUNDS –

Mr. Neidlinger’s Report for September, 2018. None.

Motion by Andrew Abrahamson and seconded by Elizabeth Dilts to approve item A-1 as presented at 8:17 p.m.

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

Move to approve the following facility use requests:

Applicant	Purpose	Date	Time	Fee (if applicable)
H.S.A.	H.S.A. Meeting-Library	9/17/2018	7 pm to 8 pm	N/A
H.B.H. School Based Youth Services	After school recreation program	10/2/2018-5/31/2018	3 pm to 4:30 pm	N/A

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

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Mrs. Bruton	Mr. Merkel
Yes	Yes	Yes	Yes	Absent

B. FINANCE –

Motion by Elizabeth Dilts and seconded by Andrew Abrahamson to approve items B1 through B-8 as presented at 8:18 p.m.

B-1 Approve Monthly Bills List – for the period of August 15, 2018 to September 14, 2018, Resolved the Board approves the attached Bills List B-1 as recommended by the Chief School Administrator and School Business Administrator.

Fund	Total
Fund 10 – Current Expense	21,272.39
Fund 11- Current Expense	187,035.29
Fund 20 – Special Revenue	2,547.80
Fund 30 – Capital Outlay	
Fund 40 – Debt Service	36,300.00
Fund 50 – Food Service	669.93
Fund 60 – Aftercare Enterprise	
Grand Total:	\$247,825.41

B-2 Account Transfers

Resolved to approve transfers for the period of August 1, 2018 through August 31, 2018 per Attachment B-2.

B-3 Board Secretary's and Treasurer's Reports

Resolved to approve the July 2018 and August 2018 Board Secretary and Treasurer Reports:

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of July 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 July 31, 2018 per Attachments B-3 a1 and B-3 a2.

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of August 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 August 31, 2018 per Attachments B-3 b1 and B-3 b2.

B-4 Tuition Contracts

Resolved to approve the following tuition contracts for the 2018-2019 School Year.

Received Student	Sending District	Program	Tuition
5076084152	Hackettstown	Gr 1-5	\$17,477
2247434962	Oxford	ESY	\$4,465
Sent Student	Receiving District	Program	Tuition
4078149132	Lebanon Township	ESY	\$3,800

B-5 Travel

Whereas, the travel expenses listed herein are work related and within the scope of work responsibilities of the attendee, and

Whereas, said expenses promote the delivery of instruction or further the efficient operation of the school district and are fiscally prudent;

Now therefore be it

Resolved that the Hampton Borough Board of Education hereby approves the travel expenses enumerated below:

Date	Name	Purpose	Destination	Cost
10/20/2018	Michelle Stassi	Reading, Rituals & Routines	Pines Manor, Edison, NJ	\$96.18

B-6 Bus Stop

Motion to change the bus stop at Main and Valley for Route H-1819 to the intersection of Main and Bowlby effective Tuesday, September 25, 2018.

B-7 Sale of Assets

Motion to approve the following sale of the following fixed asset items to the Easton Arts Academy Charter School for \$3,200.00 in total in accordance with NJSA 18A:18A-45:

- o 6 Overhead Projectors, Epson Model VS 230, Tag #900051
- o 9 Smart Boards, Tag #1142, 1143, 1145, 1160, 2532, 2540, 2541, 900099 and 900100

B-8 Parent Paid Pre-School Tuition Contracts

Motion to approve the following parent paid pre-school tuition contracts for the 2017-2018 School Year:

SID #	Contract Amount
9399153707	\$ 5,000.00
4716045739	\$ 5,000.00
4621743483	\$ 5,000.00
5102015903	\$ 5,000.00
3504557750	\$ 5,000.00
6166409010	\$ 7,250.00
4539107760	\$ 5,000.00
Not available	\$ 5,000.00
1839027626	\$ 5,000.00
5998564028	\$ 5,000.00
7918756561	\$ 5,000.00
	\$57,250.00

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Mrs. Bruton	Mr. Merkel
Yes	Yes	Yes	Yes	Absent

C. PERSONNEL AND NEGOTIATIONS –

Motion by Elizabeth Dilts and seconded by Robert Sherlock to approve items C-1 through C-2 and C-4 through C-8, and to table approval of item C-3 pending identification of funding, as presented at 9:05 p.m.

C-1 Contract Correction Teaching Assistant

Move to correct previous motion C-4 2018-0821, upon the recommendation of the Chief School Administrator, approving the change of salary for Jennifer Moran's salary from \$16,783 as approved by the board on 4/24/18 and increased by \$500 to \$17,283 for the 2018-19 School Year.

C-2 Appointment Physical Education/Health Teacher

Move to appoint, upon recommendation of the Chief School Administrator, Mark Woodward, Physical Education/Health Teacher (0.75 FTE) effective September 26, 2018 through June 30, 2018 at a prorated annual salary of \$48,000.

C-3 Office Clerical Position

Move to establish, upon recommendation of the Chief School Administrator, a part-time Main Office/Business Office clerical position; 4 hours per day/ 5 hours per week.

C-4 Resignation

Motion to accept the resignation of Steffi-Jo De Casas, Interim Business Administrator/Board Secretary effective October 31, 2018.

C-5 Stipend Appointments

Move to make the following appointments for the 2018-19 School Year upon recommendation of the Chief School Administrator.

Position	Stipend	Staff Member
Website Coordinator	\$300	Cassandra Chambers
Substitute Caller	\$300	Samantha Moss
Tech Support and Chrome Book Coordinator	\$500	Tina Attanasio
Testing Coordinator	\$500	Tina Attanasio
Library Enrichment	\$5,000	Noreen Hurford

C-6 Appointment of District Safety Coordinator

Motion to appoint Dr. Timothy Frederiks Safety Coordinator for the 2018-19 School Year.

C-7 Bus Aide Position

Motion to create a position of **Bus Aide** as needed at \$20/hour per hour (generally 1-2 hours per day depending on route)

C-8 Bus Aide Appointment

Motion to appoint **Ann Voss** as a Bus aide, retroactively effective 9/24/18.

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Mrs. Bruton	Mr. Merkel
Yes	Yes	Yes	Yes	Absent

D. **POLICY** – No discussion.

E. **CURRICULUM AND TECHNOLOGY** – No discussion.

F. **COMMUNICATION** – No discussion.

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

Motion by Elizabeth Dilts and seconded by Robert Sherlock to open the meeting for public comment at 9:08 p.m. 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: None.

Motion by Robert Sherlock and seconded by Andrew Abrahamson to close the public comment section at 9:09 p.m. Motion carried.

ADJOURNMENT

Motion by Andrew Abrahamson and seconded by Robert Sherlock to adjourn from the Regular Board of Education meeting of September 25, 2018 at 9:10 p.m. Motion carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Nancy L. Held".

Nancy Held
Acting Board Secretary

**HAMPTON BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING MINUTES
OCTOBER 16, 2018**



CALL TO ORDER - Mr. Merkel Board President at 7:00 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

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

Steffi-Jo DeCases, Board Secretary, recorded the roll and declared a quorum was present.

Present: Andrew Abrahamson, Megan Bruton, Elizabeth Dilts, Darek Merkel and Robert Sherlock

Also Present: Dr. Timothy Frederiks, C.S.A. and Steffi-Jo DeCasas, Board Secretary

Absent: None

Review of Minutes

- September 18, 2018 Committee of the Whole Meeting
- September 18, 2018 Executive Session
- September 25, 2018 Business Meeting

Board President’s Report – Mr. Darek Merkel

Chief School Administrator’s Report – Dr. Timothy Frederiks

- HOSTED CPI TRAINING (October 8) - there were 150 teachers attending. Led by our own Janice Fantuzzi. Very good feedback from our guests.
- Fire Prevention and Awareness Week (October 8-12) Hampton FD were here with truck and in classes on Wednesday 10/10
- Helmet Swap and Fitting (October 10) 11 students participated including MS students.
- Today was the first day of the Rutgers Literacy Coach working with teachers
- Pre-School maximum enrollment discussion
- Reminder - next Board Meeting rescheduled to October 30, 2018

October Safety Drill Report

	Date	Time	Evacuation Time
Hampton Public School - Fire Drill	10/5/18	11:05 am	78 sec.
Hampton Public School - TBD Drill	TBD	TBD	

Board Secretary’s Report

New Business

Old Business

Future Board of Education Meetings

- November 20, 2018 Committee of the Whole
- November 27, 2018 Regular Business

Hampton Public School Enrollment

HAMPTON SCHOOL	Class Size	Tuition Students*	Choice Students*IN	Choice Students-OUT
ABA ROOM	6		4	
PK	12		1	
KDG	9		1	2
Grade 1	17			2
Grade 2	10			1
Grade 3	11			1
Grade 4	19			1
Grade 5	10			2
BD ROOM	5		2	
TOTAL	99			
WOODGLEN SCHOOL				
	Class Size			
Grade 6	11			1
Grade 7	6			2
Grade 8	7			2
TOTAL	24			
OOD PLACEMENT				
Bonnie Brae/Gr. 8	1			
FINAL TOTAL	125	*included in Class Size	*included in Class Size	

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

Open Meeting to the Public

Motion by Robert Sherlock and seconded by Megan Bruton to open the meeting for public comment at 7:53 p.m. 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

None

Close Meeting to the Public

Motion by Megan Bruton and seconded by Andrew Abrahamson to close the public comments session at 7:53 p.m. Motion carried.

EXECUTIVE SESSION

Motion by Robert Sherlock and seconded by Andrew Abrahamson to adopt the following resolution at 7:54 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: student matters including budgetary concerns. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

Motion unanimously carried.

Reconvene into public session:

Motion by Megan Bruton and seconded by Elizabeth Dilts to return to public session at 8:22 p.m.

Motion unanimously carried.

COMMITTEE REPORTS

A. BUILDING AND GROUNDS

Administration recommends Buildings and Grounds resolutions numbered A-1 through A-3 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 any)
HSA	October Meeting	10/3/18	7:00-9:00 p.m.	None
HSA	Pumpkin Carving	10/24/18	6:00-7:30 p.m.	None
HRA	Fall Soccer	9/1-18 to 10/31/18	6:00-8:00 p.m., 9:00 a.m.-1:00 p.m.	None

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

A-2 M-1 and Comprehensive Maintenance Plan

Resolved to approve the Annual M-1 and Comprehensive Maintenance Plan for 2018-19 per Attachments A2a and A2b.

A-3 Disposal

Motion to authorize the disposal of the following property:

Tag #	Description	Yr Acq	Life	Func. PO	Fund	Acq Cost	Accum Depr.	Curr Annual Depr.	Salvage
900015	LOT OF 11 TV/VCR WALL MOUNTS	2000	15	100	11	\$0	\$0	\$0	\$0

Roll call vote:

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Mrs. Bruton	Mr. Merkel
Absent	Yes	Yes	Yes	Yes

B. FINANCE

Administration recommends Finance resolutions numbered B-1 through B-3 be adopted as presented.

B-1 Approve Monthly Bills List –2018

Resolved the Board approves the attached Bills List B-1 as recommended by the Chief School Administrator and School Business Administrator for the period of September 15, 2018 through October 14, 2018.

Fund	Total
Fund 10 – Current Expense	\$ 3,329.59
Fund 11 – Current Expense	147,638.72
Fund 12 – Current Expense	19,936.18
Fund 20 – Special Revenue	15,485.00
Fund 30 – Capital Outlay	0.00
Fund 40 – Debt Service	0.00
Fund 50 – Food Service	0.00
Fund 60 – Aftercare Enterprise	0.00
Grand Total:	\$ 186,389.49

B-2 ESEA Carryover Funds

Resolved to accept ESEA Carryover funds as follows:

Title IA	Improving Academic Achievement of Disadvantaged	\$14,119
Title IIA	Preparing, Training and Recruiting High Quality Teachers	\$ 3,254
Title IVA	Student Support and Academic Enrichment	\$ 5,973

B-3 After Care Account Closure

Resolved to close the After Care Account and transfer funds to the General Operating Fund.

Board questioned what was left in the account.

B-4 Out of District Placement

Resolved to change the out of district placement for student #7645076112 effective October 22, 2018 to Allegro School at a rate of \$478 per diem inclusive of Occupational and Speech Therapy; an additional cost of \$140 per diem for a personal aide.

C. PERSONNEL AND NEGOTIATIONS

C-1 Assistant Board Secretary

Resolved to appoint Nancy Held as Board Secretary Pro Tem to act in the absence of the Business Administrator/Board Secretary for the 2018-2019 School Year.

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 Megan Bruton and seconded by Elizabeth Dilts to open the meeting for public comment at 8:41 p.m. 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

None.

Close Meeting to the Public:

Motion by Megan Bruton and seconded by Elizabeth Dilts to close the public comments session at 8:41 p.m. Motion carried.

ADJOURNMENT

Motion by Megan Bruton and seconded by Elizabeth Dilts to adjourn the Committee of the Whole meeting at 8:42 p.m. Motion carried.

Respectfully submitted,

Darek Merkel
Board President

**HAMPTON BOARD OF EDUCATION
REGULAR BOARD OF EDUCATION MEETING MINUTES
OCTOBER 30, 2018**

CALL TO ORDER - Mr. Merkel Board President opened the meeting at 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

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

Nancy Held, Acting Board Secretary, recorded the roll and declared a quorum was present.

Present: Megan Bruton, Elizabeth Dilts, Darek Merkel and Robert Sherlock
Also Present: Dr. Timothy Frederiks, C.S.A. and Nancy Held, Acting Board Secretary
Absent: Andrew Abrahamson

Minutes Approval

Motion by Megan Bruton and seconded by Elizabeth Dilts at 7:05 p.m., that resolution be adopted as presented:

Recommend the Board approve the minutes of the following meetings:

- September 18, 2018 Committee of the Whole Meeting
- September 18, 2018 Executive Session

Roll call vote:

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Mrs. Bruton	Mr. Merkel
Absent	Yes	Yes	Yes	Yes

Recommend the Board approve the minutes of the following meeting:

- September 25, 2018 Business Meeting

Roll call vote:

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Mrs. Bruton	Mr. Merkel
Absent	Yes	Yes	Yes	Abstain

Board President’s Report – Mr. Darek Merkel

No report.

Chief School Administrator’s Report – Dr. Timothy Frederiks

- HOSTED CPI TRAINING (October 8) - there were 150 teachers attending. Led by our own Janice Fantuzzi. Very good feedback from our guests.
- Fire Prevention and Awareness Week (October 8-12) Hampton FD were here with truck and in classes on Wednesday 10/10
- Helmet Swap and Fitting (October 10) 11 students participated including MS students.
- Today was the first day of the Rutgers Literacy Coach working with teachers
- Pre-School maximum enrollment discussion
- Reminder - next Board Meeting rescheduled to October 30, 2018
- A bus evacuation drill is being planned

October Safety Drill Report

	Date	Time	Evacuation Time
Hampton Public School - Fire Drill	10/5/18	11:05 am	78 sec.
Hampton Public School - Lockout Drill	10/19/18	10:11 am	Successful Drill

Board Secretary's Report

Account Transfers pending review and recommendations by new School Business Administrator. September Board Secretary's and Treasurer's reports to be presented at the November Committee of the Whole Meeting.

New Business

- Halloween candy collection next week

Old Business

- No new preschool applications
- Councilman Doug Rega is to hire crossing guards for the intersections of Main & Wells and Charlestown & New; the number of crossings at Charlestown & New will be counted and if numbers are small the location will not continue to be guarded; Hampton Borough municipality to pay for guards

Future Board of Education Meetings

- November 20, 2018 Committee of the Whole
- November 27, 2018 Regular Business
- December 11, 2018 Committee of the Whole
- December 18, 2018 Regular Business

Hampton Public School Enrollment

HAMPTON SCHOOL	Class Size	Tuition Students*	Choice Students*IN	Choice Students-OUT
ABA ROOM	6		4	
PK	12		1	
KDG	9		1	2
Grade 1	17			2
Grade 2	10			
Grade 3	11			1
Grade 4	19			1
Grade 5	10			2
BD ROOM	5		2	
TOTAL	99			
WOODGLEN SCHOOL	Class Size			
Grade 6	11			1
Grade 7	6			2
Grade 8	7			2
TOTAL	24			
OOD PLACEMENT				
Bonnie Brae/Gr. 8	1			
FINAL TOTAL	125	*included in Class Size	*included in Class Size	

- Ms. Held noted that the table needs to be updated to remove the Choice Students – Out for Woodglen; the change is needed because the middle school students are now attending Woodglen by contract with Lebanon Township Board of Education so are no longer making a choice to go there.
- The number of Hampton’s choice seats was discussed with reference to the Lebanon Township agreement; Dr. Frederiks will follow up with Mr. Michael Jones regarding County approval of the contract

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

Open Meeting to the Public

Motion by Megan Bruton and seconded by Robert Sherlock to open the meeting for public comment at 7:37 p.m. 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

- Ms. Janet Legg said that she likes to attend as many Board meetings as possible

Close Meeting to the Public

Motion by Elizabeth Dilts and seconded by Megan Bruton to close the public comments session at 7:38 p.m. Motion carried.

EXECUTIVE SESSION

Motion by Megan Bruton and seconded by Elizabeth Dilts to adopt the following resolution at 7:38 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:

shared services. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

Motion unanimously carried.

Reconvene into public session:

Motion by Robert Sherlock and seconded by Elizabeth Dilts to return to public session at 8:02 p.m.

Motion unanimously carried.

COMMITTEE REPORTS

A. BUILDING AND GROUNDS

Motion by Robert Sherlock and seconded by Megan Bruton 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 any)
HSA	Monthly Meeting	2018-19 school year	7:00-9:00 p.m.	None
HSA	Pumpkin Carving	10/24/18	6:00-7:30 p.m.	None
HSA	Scholastic Book Fair	11/2/18 to 11/7/18	Books on carts in building 24 hrs/day; public access varies by day but are between the hours of 8:30 a.m. and 8:00 p.m.	None
Donald Jackson	Bible Club Meetings	10/10/18 to 5/8/19	3:15-4:15 p.m.	None

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

Roll call vote:

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Mrs. Bruton	Mr. Merkel
Absent	Yes	Yes	Yes	Yes

Motion by Megan Bruton and seconded by Elizabeth Dilts to approve items A-2 and A-3 as presented.

A-2 M-1 and Comprehensive Maintenance Plan

Resolved to approve the Annual M-1 and Comprehensive Maintenance Plan for 2018-19 per Attachments A2a and A2b.

A-3 Disposal

Motion to authorize the disposal of the following property:

Tag #	Description	Yr Acq	Life	Func, PO	Fund	Acq Cost	Accum Depr.	Curr Annual Depr.	Salvage
900015	LOT OF 11 TV/VCR WALL MOUNTS	2000	15	100	11	\$0	\$0	\$0	\$0

Roll call vote:

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Mrs. Bruton	Mr. Merkel
Absent	Yes	Yes	Yes	Yes

B. FINANCE

Motion by Robert Sherlock and seconded by Megan Bruton to approve resolutions B-1 through B-4 as presented.

B-1 Approve Monthly Bills List –2018

Resolved the Board approves the attached Bills List B-1 as recommended by the Chief School Administrator and School Business Administrator for the period of September 15, 2018 through October 14, 2018.

Fund	Total
Fund 10 – Current Expense	\$ 3,329.59
Fund 11 – Current Expense	147,638.72
Fund 12 – Current Expense	19,936.18
Fund 20 – Special Revenue	15,485.00
Fund 30 – Capital Outlay	0.00
Fund 40 – Debt Service	0.00
Fund 50 – Food Service	0.00
Fund 60 – Aftercare Enterprise	0.00
Grand Total:	\$ 186,389.49

B-2 ESEA Carryover Funds

Resolved to accept ESEA Carryover funds as follows:

Title IA	Improving Academic Achievement of Disadvantaged	\$14,119
Title IIA	Preparing, Training and Recruiting High Quality Teachers	\$ 3,254
Title IVA	Student Support and Academic Enrichment	\$ 5,973

B-3 After Care Account Closure

Resolved to close the HPS After Care bank account and transfer the account balance to the General Operating Fund.

B-4 Out of District Placement

Resolved to change the out of district placement for student #7645076112 effective November 1, 2018, or as soon as placement begins, to Allegro School at a rate of \$478 per diem inclusive of Occupational and Speech Therapy; an additional cost of \$140 per diem for a personal aide; and proposed quote for transportation of \$290.00 per diem, including an aide.

Roll call vote:

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Mrs. Bruton	Mr. Merkel
Absent	Yes	Yes	Yes	Yes

C. PERSONNEL AND NEGOTIATIONS

Motion by Robert Sherlock and seconded by Elizabeth Dilts to approve resolutions C-1 and C-2 as presented.

C-1 Assistant Board Secretary

Resolved to appoint Nancy Held as Board Secretary Pro Tem to act in the absence of the Business Administrator/Board Secretary for the 2018-2019 School Year.

C-2 Temporary SBA Appointment

Resolved to appoint Teresa Barna as the SBA effective 11/1/18 for 8 hours per week at \$60/hour through such time as the shared services agreement for Business Services with Delaware Valley Regional HS District is approved.

Roll call vote:

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Mrs. Bruton	Mr. Merkel
Absent	Yes	Yes	Yes	Yes

Motion by Megan Bruton to approve resolution C-3 as presented; resolution was not seconded and therefore failed to proceed to a roll call vote.

C-3 Transition

Resolved to approve payment to Steffi-Jo De Casas at her hourly rate, \$62.50, for transition consultation, if and as needed.

D. POLICY

E. CURRICULUM AND TECHNOLOGY

Motion by Megan Bruton and seconded by Robert Sherlock to approve resolution E-1 as presented.

E-1 2018 HIB School Self-Assessment

Resolved to accept the 2018 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for the 2017-18 School Year.

Roll call vote:

Mr. Abrahamson	Mrs. Dilts	Mr. Sherlock	Mrs. Bruton	Mr. Merkel
Absent	Yes	Yes	Yes	Yes

F. COMMUNICATION

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

Open Meeting to the Public

Motion by Megan Bruton and seconded by Elizabeth Dilts to open the meeting for public comment at 8:19 p.m. 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

None.

Close Meeting to the Public:

Motion by Megan Bruton and seconded by Robert Sherlock to close the public comments session at 8:20 p.m. Motion carried.

ADJOURNMENT

Motion by Megan Bruton and seconded by Robert Sherlock to adjourn the meeting at 8:20 p.m.
Motion carried.

Respectfully submitted,

Nancy Held
Acting Board Secretary

**HAMPTON BOARD OF EDUCATION
REGULAR MEETING MINUTES
NOVEMBER 27, 2018**

CALL TO ORDER

Mr. Merkel, Board President, opened the meeting 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 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

Present:

Mr. Andrew Abrahamson

Mrs. Elizabeth Dilts

Mr. Darek Merkel-President

Mr. Robert Sherlock

Administrators:

Dr. Timothy Frederiks, C.S.A.

Mrs. Kelly Morris, Board Secretary

Ms. Ruth Ann Dalrymple, Administrator

Ms. Noreen Hurford, Teacher

Approval of Minutes

A motion to approve all minutes as presented was made by Mrs. Dilts, seconded by Mr. Sherlock. Voice vote results are below:

October 16, 2018 Committee of the Whole Meeting

October 16, 2018 Executive Session Minutes

Ayes: 4, Nays: 0, Abstentions: 0 - Motion Carried

October 30, 2018 Regular Business Meeting

October 30, 2018 Executive Session Minutes

Ayes: 3, Nays: 0, Abstentions: 1 - Motion Carried

Board President's Report - Mr. Darek Merkel

Chief School Administrator's Report – Dr. Timothy Frederiks

1. Noreen Hurford presented on the library program for grades PK to 5 that focuses on library vocabulary, care of books, proper behavior, fluency, and making connections. She shared her strategies for getting students excited about books through use of puppets, props, costumes, and crafts. Mrs. Dalrymple noted how her lessons include cross-curricular content to assist classroom teachers in

meeting the state standards. It was noted by the Board that the library stock could use additional non-fiction books for grades PK to 5th.

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	Weather delay		

Board Secretary’s Report

Election Results – November 6, 2018 Election

- Mr. Mark Impellizeri was elected to the board. Morris will contact him to schedule his his fingerprinting prior to being sworn-in.

New Business

The open position on the Board was discussed. It was noted that anyone appointed will serve one year. The next election in November 2019 will include a one-year unexpired term on the ballot.

Old Business - none

Future Board of Education Meetings

- 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
HAMPTON SCHOOL										
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
SUB TOTAL	102	5	3	(1)	(4)	8	(8)	(2)	(3)	100
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
TOTAL	139	5	3	(1)	(4)	8	(14)	(2)	(4)	130

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

Open Meeting to the Public:

Motion by Mrs. Dilts, seconded by Mr. Sherlock, to open the meeting for public comment at 7:27 p.m. Voice vote: 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: none

Close Meeting to the Public:

Motion by Mrs. Dilts, seconded by Mr. Sherlock, to open the meeting for public comment at 7:28 p.m. Voice vote: All Yes. Motion carried.

EXECUTIVE SESSION

Motion by Mrs. Dilts, seconded by Mr. Sherlock, to move to Executive Session at 7:28 p.m. Voice vote: All Yes. Motion carried.

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

Reconvene into Public Session:

Motion by Mrs. Dilts, seconded by Mr. Abrahamson, to return to Open Session at 7:35 p.m. Voice vote: All Yes. Motion carried.

COMMITTEE REPORTS

A. BUILDING AND GROUNDS

Motion by Mrs. Dilts, seconded by Mr. Abrahamson, 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)
HSA	Dear Santa Claus letters	12/10/18	6:00 PM-8:00 PM	None
HSA	Holiday Shop set-up	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.*

Roll call vote: Motion Carried

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

B. FINANCE

Motion by Mrs. Dilts, seconded by Mr. Abrahamson, to approve items B-1 through B-6 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
Fund 10 - Current Expense	14,502.28
Fund 11 - Current Expense	359,117.69

Fund 12 - Current Expense	
Fund 20 - Special Revenue	2,379.50
Fund 30 - Capital Outlay	
Fund 40 - Debt Service	
Fund 50 - Food Service	5783.51
Fund 60 - After-Care Enterprise	31140.24
Grand Total:	412,923.22

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.

B-6 Approval of Professional Development Contract – Rutgers Literacy Coach

Recommend the Board approve a contract with Rutgers University for 12 days of professional development in the area of Language Arts instruction with a total cost to the District of \$12,000 to be allocated to Title I Grant Funds.

Roll call vote: Motion Carried

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

C. PERSONNEL AND NEGOTIATIONS

Motion by Mrs. Dilts, seconded by Mr. Sherlock, to approve C-1 and C-3 as presented:

C-1 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	GED 680 Finance and Facilities	\$300 per credit x 3 credits = \$900 (per Employment Contract 2018-19)

C-2 Approval of Staff Travel

Recommend the Board approve, upon the 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: <u>\$714.50</u>

C-3 Approval of Stipend for Substitute Bus Aide

Motion to create a \$15/day daily stipend for Hampton aides or teachers who serve as bus aides in emergency situations with approval by an administrator and submission of a timesheet.

Roll call vote: Motion Carried

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

D. POLICY

E. CURRICULUM AND TECHNOLOGY

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

E-1 Approval of School Calendar Revisions

Motion to approve revisions to the school calendar for 2018-19 school year to reflect half-day give-back time to teachers as compensation for attendance at concerts in December and May in accordance with the HEA Contract.

Roll call vote: Motion Carried

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

Mrs. Weston will inform parents via email.

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 at 7:45 PM.

Voice vote: 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:

Mrs. Dalrymple shared that student artwork will be on display at the Hunterdon County Library North Branch. Mrs. Weston will send an email to parents.

Close Meeting to the Public:

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, to close meeting to the public comment at 7:47 PM.

Voice vote: All Yes. Motion carried.

ADJOURNMENT

Motion by Mr. Sherlock, seconded by Mr. Abrahamson, to adjourn the Regular Meeting of the Hampton Public School Board of Education at 7:47 PM.

Voice vote: All Yes. Motion carried.

Respectfully submitted by:



Kelly Morris
Board Secretary