

**HAMPTON BOARD OF EDUCATION
REGULAR BUSINESS MEETING MINUTES
December 17, 2019**

CALL TO ORDER - Mr. Sherlock, Board President Time: 7:00 pm

Open Public Meeting Announcement

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

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 2019 – 2020

1. By the end of SY 2019-20, 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 2019-2020

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

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

Roll Call – Kelly Morris, Board Secretary

- | | |
|---|------------------------------------|
| <input type="checkbox"/> Mr. Robert Sherlock-President | Mr. Jason Kornegay, Superintendent |
| <input type="checkbox"/> Mrs. Nicole Bollenbach | Mrs. Kelly Morris, Board Secretary |
| <input type="checkbox"/> Mrs. Elizabeth Monaghan-Vice President | |
| <input type="checkbox"/> Mrs. Alicia Noon | |

Review of Minutes

- **November 19, 2019 Regular Meeting Minutes**
- **November 19,2019 Executive Session Meetings**

Motion was made by Mrs. Monaghan, seconded by Mrs. Noon, to approve the minutes as presented. Voice Vote. All Yes. Motion Carried.

2019-2020 Fiscal Year Audit Presentation - Ms. Laura Atwell, from CPA firm of BKC, PC.

Board President’s Report - Mr. Robert Sherlock

none

Chief School Administrator’s Report – Mr. Jason Kornegay

- Letter from Mr. Juan Torres, Interim Executive County Superintendent, re: Hampton representation on the Lebanon Township School District Board of Education
- Addendum to Collective Bargaining Agreement for 2018-2021 working along with the association.
- Maureen Hall, Rutgers Literacy: Resolution: Proclaimed all students have rights to quality literature, technology, etc.

Harassment, Intimidation, and Bullying (HIB) Report

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

HIB- inappropriate interaction that met the criteria of the law for HIB violation. HIB process was followed and action was taken.

Motion was made by Mrs. Noon, seconded by Mrs. Monaghan, to approve the 2018-19 HIB Grade Self-Assessment Performance Report as presented. Voice Vote. All Yes. Moon Carried.

November Safety Drill Report

	Date	Time	Evacuation Time
Hampton Public School – Fire Drill	11/11/19	2:17 pm	1min 3 sec
Hampton Public School – Lockdown Drill	11/15/19	11:10 am	n/a

Board Secretary’s Report - Mrs. Kelly Morris

- Application for State School Aide (ASSA) has been filed for the 2020-2021 school year.
- Mid Year Budget Review held on December 9, 2019 at the Hunterdon County Office
- State Mandatory Training for Board members is due by December 31, 2019.

New Business - none

Old Business- none

Future Board of Education Meetings

- January 6, 2020 - Reorganization Meeting & Regular Business Meeting

Hampton Student Enrollment

Pre-K	18	Grade 6	8
Kindergarten	12	Grade 7	11
Grade 1	7	Grade 8	11
Grade 2	15	ABA Program	3
Grade 3	6	BD Program	8
Grade 4	10	Choice In	6
Grade 5	10	Choice Out	6
Out of District	2		

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

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

During each regular meeting, two opportunities are provided for citizens to ask questions and to make comments. During the first opportunity, early on the agenda, comments are invited regarding subjects on this agenda. The second opportunity occurs just prior to adjournment, when citizens may address general questions and comments to the Board. Persons wishing to speak must, upon being recognized, rise and state their name and address. The Board reserves the right to establish rules for the conduct of its meetings including such matters as the time at which the public will be heard if at all, who may speak, and for how long. All such rules shall be monitored by

the presiding officer. All cell phones must be turned off or be in vibrating or silent ring mode. Persons should leave the meeting room before answering their cell phones. All comments and questions must be addressed to the Board President or the presiding officer, and shall be limited to school-related issues. If personal remarks or discourteous statements are made, the presiding officer may require the speaker to sit down.

Discussion:

none

EXECUTIVE SESSION

Motion was made by Mrs. Monaghan, seconded by Mrs. Bollenbach, to move to closed session at 7:46PM.

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

Voice Vote. All Yes. Moon Carried.

Reconvene into Public Session:

Motion by Mrs. Noon, seconded by Mrs. Bollenbach, to reconvene into Public Session at 8:36 PM. Voice Vote. All Yes. Moon Carried.

Appointment to Board Member Vacancy

Motion to appoint Megan Bruton to the current Board of Education open position through the January 2021 Board of Education Reorganization Meeting: Date TBA

Motion was made by Mrs. Monaghan, seconded by Mrs. Bollenbach.

COMMITTEE REPORTS

A. BUILDING AND GROUNDS

Motion was made by Mrs. Monaghan, seconded by Mrs. Bollenbach

A-1. Statement of Assurance

Motion was made by Mrs. Monaghan, seconded by Mrs. Bollenbach to approve Facilities Checklist 2019-2020 Statement of Assurance.

A-2 Facility Use

Applicant	Purpose	Date(s)	Time(s)	Fee(s) (if applicable)
Hampton School Association	Monthly HSA Meetings (Resource Classroom) & Various classrooms to provide babysitting (1 per month) **Change from prior approval	1/17/20 2/4/20 3/3/20 4/7/20 5/5/20 6/2/20	3:15p to 4:15p	none
Hampton School Association	Holiday Shoppe (Library)	12/13/19 12/16/19	1:00p to 3:00p (se up) 8:30a to 2:30p	none
Hampton School Association	Pasta Night (All Purpose Room & Kitchen)	1/15/20	3:15p to 7:30p (event is 5:30p to 6:30p)	Hourly rate for cafeteria staff (est. \$60 to be paid by the HSA)
Hampton Recreation Association	Floor Hockey (Gym)	Tues. & Thurs. 1/4/20 to 3/12/20	6:00p to 7:00p	none
Work Family Connection	Site Directors Meeting	12/16/19	7:00p to 8:30p	none

Motion was made by Mrs. Monaghan, seconded by Mrs. Bollenbach. Voice Vote. All Yes. Moon Carried.

B. FINANCE

Motion was made by Mrs. Noon, seconded by Mrs. Monaghan, to approve items B-1 to B-7 as presented. Roll Call Vote. Mrs. Bollenbach, Mrs. Monaghan, Mrs. Noon, Mr. Sherlock all YES. Mrs. Bruton abstained

B-1 Approve Monthly Bill List

Motion to approve the Bill List as recommended by the Chief School Administrator and School Business Administrator for the period of November 20, 2019 through December 17, 2019.

Fund	Total
Fund 10 – Current Expense	480,786.78
Fund 11 - Current Expense	565,231.25
Fund 12 - Capital Expense	27,895.00
Fund 20 – Special Revenue	3177.00
Fund 30 – Capital Outlay	0
Fund 40 – Debt Service	0
Fund 50 – Food Service	6917.28
Sub Total:	1,084,007.31
Fund 10 - Redeposit **	(470,889.16)
Grand Total:	613,118.15

**Movement of cash from PNC Bank to Investor's Bank (10-103)

B-2 Monthly Transfers

Motion to approve all budget transfers as recommended by the Chief School Administrator and School Business Administrator for the month of October 2019 in the amount of \$6,155.00.

B-3 2020-2021 Budget Calendar

Motion to approve the 2020-2021 Budget Calendar as presented.

B-4 Comprehensive Annual Financial Report

Motion to receive and accept the Comprehensive Annual Financial Report (CAFR), for the fiscal year ended June 30, 2019, as presented.

B-5 Shared Services Agreement for Child Study Team Coordinator

Motion to approve the Shared Services Agreement for Child Study Team Services between the Lebanon Township Board of Education and the Hampton School Board of Education for services of the Child Study Team Coordinator effective September 1, 2019 through June 30, 2020 at the annual amount of \$10,000.

Motion was made by Mrs. Noon, seconded by Mrs. Monaghan, to approve items B-1 to B-7 as presented. Roll Call Vote. Mrs. Bollenbach, Mrs. Monaghan, Mrs. Noon, Mr. Sherlock all YES. Mrs. Bruton abstained.

Motion to approve personnel items C-1 and C-6 as presented.

C-1 Staff Member Travel

Motion to approve the following requests for employee/board member travel in accordance with the School District Accountability Act and Board of Education Policy. Only overnight stays are eligible for meal reimbursement. Mileage, meals and lodging reimbursements shall be in accordance with NJ Statute, Code and NJ Department of Treasury Guidelines. OMB Mileage Reimbursement Rate: \$0.35.

Date	Program/Location	Employee	Cost	Mileage
12/11/19	PreSchool Articulation at High Bridge Elementary	Alexandra DeGaris	\$90 for sub	n/a
1/15/20	Creating a Love of Literacy, Monroe Township, NJ	RuthAnn Dalrymple	complimentary	\$47.18 per OMB Rate

C-2 Addendum to Collective Bargaining Agreement

Motion to approve the addendum and salary guide, as presented, to the 2018-2021 Collective Bargaining Agreement between the Hampton Board of Education and the Hampton Education Association for the purpose of implementing a salary guide as agreed upon by both parties, effective January 1, 2019.

C-3 Kindergarten Teacher

Motion to amend the effective date of employment for **Dominique Trepiccione**, Kindergarten Teacher, to December 2, 2019.

C-4 Business Administrator Contract

Motion to approve the employment contract for **Marci Krasny**, School Business Administrator, presented as approved by the Hunterdon County Education Office, with an effective date of January 1, 2020.

C-5 Hourly Rate Adjustment

Motion to approve a change in the hourly rate payable to **Annalee Tyerech**, part-time Business Office Assistant, from \$10.00 per hour to \$11.50 per hour, effective January 1, 2020 to accommodate the change in minimum wage regulations.

C-6 Treasurer of School Monies

Motion to approve the employment of **Teresa Barna** as Treasurer of School Monies at an annual rate of \$3,000, effective January 1, 2020.

Motion was made by Mrs. Bruton, seconded by Mrs. Bollenbach, to approve items B-1 to B-7 as presented. Roll Call Vote. Mrs. Bollenbach, Mrs. Monaghan, Mrs. Noon, Mr. Sherlock all YES. Mrs. Bruton abstained.

D. POLICY

E. CURRICULUM AND TECHNOLOGY

Mrs. Bruton asked for status of Strauss Esmay policy process. Mr. Koregay explained the district process.

F. COMMUNICATION

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

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Discussion:

Mrs. Romero thanked the BOE for the opportunity .

ADJOURNMENT

Resolved the Board adjourn the Regular Business Meeting of December 17, 2019 at 8:44pm..
Motion was made by Mrs. Bollenbech, seconded by Mrs. Noon, to adjourn the Regular Business Meeting of December 17, 2019 at 8:44 PM. Voice Vote. All Yes. Moon Carried.

Respectfully submitted by:



Kelly Morris Board Secretary