

**HAMPTON BOARD OF EDUCATION  
REORGANIZATION MEETING/REGULAR MEETING  
JANUARY 6, 2021**

**CALL TO ORDER** - Mrs. Marci Krasny, Board Secretary Time: \_\_\_\_\_

**Open Public Meeting Announcement**

In accordance with the State's Sunshine Law, adequate notice of this meeting was provided by sending a notice of the time, date, location, instructions for remote access and making public comment and, to the extent known, the agenda of this meeting on December 17, 2020 to the Hunterdon Democrat. Copies of the notice also have been placed in the Board Office and in district school on December 15, 2020, posted on the District website on December 15, 2020, and sent to the Township Clerk on December 15, 2020.

**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.

**ELECTION RESULTS**

Duly Elected Member of the Board of Education:

Megan Bruton                    3 year term  
David Tampier                 3 year term

**OATH OF OFFICE**

Mrs. Krasny, Board Secretary, to administer the Oath of Office to the newly elected Board Member, Mrs. Megan Bruton and Mrs. Megan Bruton as per N.J.S.A. 18A:12-2.1, R.S. 41:1-3.

Megan Bruton                    3 year term

**Roll Call – Marci Krasny, Board Secretary**

- |   |   |
|---|---|
| <input type="checkbox"/> Mrs. Elizabeth Monaghan-Vice President | <input type="checkbox"/> Mr. Jason Kornegay, Superintendent |
| <input type="checkbox"/> Mrs. Megan Bruton                      | <input type="checkbox"/> Mrs. Marci Krasny, Board Secretary |
| <input type="checkbox"/> Mrs. Alicia Noon                       |   |

**NOMINATION AND ELECTION OF OFFICERS (Policy 9100)**

Mrs. Krasny to open the floor to nominations for President of the Board of Education.

**R-1. Nominate Board President**

Open Nomination for Board President \_\_\_\_\_

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Mrs. Bruton	Mrs. Monaghan	Mrs. Noon		

Newly elected President assumes the chair.

President to open the floor to nominations for Vice-President of the Board of Education.

**R-2. Open Nomination for Board Vice-President** \_\_\_\_\_

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Mrs. Bruton	Mrs. Monaghan	Mrs. Noon		

**R-3. Motion to adopt the New Jersey School Boards Association Code of Ethics for School Board Members, 18A:12-24.1 as follows:**

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.**
  
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.**
  
- c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.**
  
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.**
  
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.**
  
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.**

- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.”

**BE IT FURTHER RESOLVED** that the Board acknowledges receipt of the Code of Ethics material forwarded by the NJ School Boards Association; and

**Finally Resolved**, in accordance with N.J.A.C. 18A: 12-24.1, each Board Member will be asked to sign the **ACKNOWLEDGEMENT OF RECEIPT** of the Code of Ethics for School Board Members, and to forward the form to the Board Secretary.

**R-4.** Motion to re-adopt all current written policies, by-laws and regulations in the official Policy Manual of the Hampton Borough School District from the date of the Organizational Meeting in the next calendar year unless modified by the Board of Education in accordance with those applicable policies, by-laws and/or regulations.

**R-5.** Motion to recommend that the Board of Education to the extent consistent with the State Law, Policies, and Bylaws of the Board, will be guided by “Robert’s Rules of Order” as per Board Policy.

**R-6.** Motion to recommend the Board of Education of Hampton, in the County of Hunterdon, New Jersey, authorize the Business Administrator to invest school district funds within statutory limitations and process bank wire transfers; and

BE IT FURTHER RESOLVED that the following be and are hereby designated as the official depositories of the Board and authorized signatures of same, effective January 6, 2021 until the next Reorganization meeting of this Board as follows:

General Account: Three signatures required: President, Board Secretary and Treasurer

Payroll Account: One signature required: Treasurer

Payroll Agency Account: One signature required: Treasurer

Summer Pay Account: Two signatures required: Business Administrator, Superintendent

Student Activity Account: Two signatures required: Superintendent, Building Supervisor/Principal

Money Market Account: Business Administrator/Board Secretary to act as Investment Officer

**Recommend** that all funds on deposit in the Current Account, Payroll Agency Account, Payroll Account, Money Market Account, Summer Pay Account, and Student Activities Account at Investor Savings Bank be withdrawn only on School Warrant of said Board of Education as per signature cards which are approved by the Board of Education.

**R-7.** Motion to approve the following resolution designation the depository of record:

BE IT RESOLVED that Investor Savings Bank be designated as the depository of record for the Hampton Borough Board of Education accounts:

BE IT RESOLVED that investments can be secured in any other bank holding a current certificate of eligibility from the State of New Jersey Banking Association.

**R-8.** Motion to authorize the Superintendent in conjunction with the Business Administrator/Board

Secretary to approve line item transfers as necessary between board meetings and such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting, pursuant to N.J.S.A 18A:22-8.1.

**R.9.** Motion to authorize the Business Administrator/Board Secretary to approve the payment of bills between board meetings pursuant to N.J.S.A. 18A:19- 4.1. Such warrants shall be presented to the board at the next Regular Business Meeting for ratification.

**R-10.** Motion to approve the following 403(b) plan providers:

AXA Equitable

**R.11.** Annual Regular Business Travel Limit per Employee Pursuant to the provisions of N.J.A.C. 6A:23A-7.3(b) and board policy, the Board of Education authorizes an annual maximum amount per employee not to exceed \$1,500 for regular business travel only for which prior Board approval is not required.

**R-12.** Motion to authorize, pursuant to N.J.S.A. 18A:22-8.1 amended, the Superintendent and the Business Administrator to approve line item transfers as necessary between board meetings and that such transfers shall be reported to the Board of Education, ratified, and duly recorded in the minutes of the next regular meeting.

BE IT FURTHER RESOLVED that the Business Administrator may approve the payment of bills between board meetings pursuant to N.J.S.A. 18A:19-4.1. Such warrants shall be presented to the board at the next Regular Business Meeting for ratification.

**R-13.** Motion to approve the New Jersey minimum chart of accounts

**R-14.** Motion to approve the use of State Contracts per Title 18A:18A-10 which provides that, "A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property"; and

**WHEREAS**, the Hampton Borough Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts; and

**WHEREAS**, the Hampton Borough Board of Education desires to authorize its purchasing agent for the 2020 calendar year to make any and all purchases necessary to meet the needs of the school district throughout the school year; and therefore, be it

**RESOLVED**, that Hampton Borough Board of Education does hereby authorize the District Purchasing Agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property.

**R-15.** Motion to approve the following 2021 district appointments:

Appointment	Staff Assigned
A.H.E.R.A. Designee	James Neidlinger
Accounting Software	CDK Systems
ADA Coordinator	Jason Kornegay
Affirmative Action Officer	Ruth Ann Dalrymple
Architect	SSP Architectural Group
Auditor	Bedard, Kurowicki, and Co.
Board Attorney	Scarinci Hollenbeck
Special Council	TBD
Board Secretary	Marci Krasny
Chemical Hygiene Officer	Susan Straight
Custodian of Government Records	Marci Krasny
District Anti-Bullying Coordinator	Ruth Ann Dalrymple
District Purchasing Agent	Marci Krasny
Financial Advisory Services	Phoenix Advisors, LLC
Flexible Spending Administrator	AFLAC
Homeless Liaison	Jason Kornegay
Indoor Air Quality/PEOSH Designee	James Neidlinger
Insurance Broker	Brown and Brown
Integrated Pest Management Designee	James Neidlinger
NJ DCP&P Coordinator	Ruth Ann Dalrymple
Official Newspaper	Hunterdon Democrat (primary)

	Express Times (secondary) Star Ledger (alternate)
Payroll Services	R&L Payroll Services, Inc.
Public Agency Compliance Officer	Marci Krasny
Right to Know Officer	James Neidlinger
Safety and Health Designee	Susan Straight
School Attendance Officer	Ruth Ann Dalrymple
School Safety Specialist	Jason Kornegay
Section 504 Coordinator	Jason Kornegay
Student Data Management Software	Real Time
Substance Awareness Counselor	Susan Straight
Treasurer of School Monies	Teresa Barna

**R-16.** Motion to approve item R-9 of the reorganization as presented.

**WHEREAS** the procurement Law 18A:18A-2, was signed into law by former Governor Whitman and became effective on April 17, 2000, and;

**WHEREAS** 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and;

**WHEREAS** 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and;

**WHEREAS**, 18A:18A-3 also authorizes a board of education to establish a bid threshold of \$40,000, if they employ a qualified purchasing agent as determined by the Department of Community Affairs, and;

**WHEREAS** 18A:18A-37, c. provides that all contracts that are in the aggregate less than 15% (\$6,000) of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations if so, authorized by Board resolution.

**NOW THEREFORE BE IT RESOLVED**, that the Hampton Board of Education, pursuant to the statutes cited above, hereby appoints Marci Krasny, School Business Administrator, as its duly authorized purchasing agent, and is duly assigned the authority and responsibility for the purchasing activity of the District, and;

**BE IT FURTHER RESOLVED**, that Marci Krasny is hereby authorized to award contracts on behalf of the Hampton Board of Education that are in the aggregate less than 15% (\$6,000) of the bid threshold without soliciting competitive quotations, and;

**BE IT FURTHER RESOLVED**, that Marci Krasny is hereby authorized to seek competitive quotations, when applicable and practicable and award such contracts when they in the aggregate exceed 15% of the bid threshold but less than the established bid threshold, and

**R-17. Motion** to approve item R-17 of the reorganization as presented.

**Recommend** the Board of Education of Hampton, in the County of Hunterdon, New Jersey, authorizes the Superintendent, to collect and maintain the following types of pupil records as required by N.J.A.C. 6:3-6:1 et seq and Board of Education Policy #5125:

- Personal data identifying each pupil enrolled in the district including pupil’s name, address, date of birth, name of parent(s)/guardian(s) citizenship and gender;
- Recording religious or political affiliation of pupil or parent is prohibitive unless requested by the parent;
- Daily attendance;
- Description of pupil progress, including grade level, according to evaluation system used by the district;
- History and status of physical health per state regulations;
- Special education records pursuant to relevant rules and laws;
- All other records required by the New Jersey State Board of Education.

**R-18. Motion** to approve the adoption of the existing Contracts and Agreements to which the Hampton Board

**R-19. Motion** to approve fee schedule for use of the school facility for the period January 6, 2021 –January 2,2022 as per Board Policy and as follows:

Non-profit Organizations located in or servicing the citizens of Hampton Borough, NJ:  
No Use Charge

Non-profit Organizations located outside of Hampton Borough, NJ:  
\$30/school year each classroom  
\$65/use nights or weekends  
\$135/season for youth sports

**R-20. Motion** to re-adopt all current written curriculum, textbooks, workbooks, and ancillary materials of the district for grades K-5 for the period from the date of this Organization Meeting until the Organization Meeting of the next calendar year, unless modified upon recommendation of the Superintendent.

<b>Subject</b>	<b>Grade</b>	<b>Curricular Program</b>
Math	PK - 5	My Math
Reading	PK - 3	Fundations, Creative Curriculum
	4 - 5	Reader’s Workshop
Writing	4 - 5	Writer’s Workshop

Writing	PK - 3	Handwriting without Tears and Foundations
Science	K-3	Mystery Science
Science	4 -5	TCi Science
Social Studies	K-3	Scholastic News
Social Studies	4 - 5	Harcourt Social Studies

**R-21.** Motion to approve the following dates for meetings of the Hampton Public School Board of Education for 2021:

January 6, 2021	Annual Reorganizational Meeting
February 16, 2021	Regular Business Meeting
March 16, 2021	Preliminary Budget Approval
April 27, 2021	Budget Hearing / Regular Business Meeting
May 11, 2021	Regular Business Meeting / Personnel Approval
June 15, 2021	Regular Business Meeting
August 17, 2021	Regular Business Meeting
September 14, 2021	Regular Business Meeting
October 19, 2021	Regular Business Meeting
November 16, 2021	Regular Business Meeting
December 14, 2021	Regular Business Meeting
January 4, 2022	Annual Organization Meeting and Regular Meeting

**TIME AND LOCATION OF MEETINGS:** 7:00

P.M. (unless otherwise noted) Hampton  
Public School Library  
32-41 South Street, Hampton, NJ

**R-22.** Motion to approve Elizabeth Monaghan as the delegate/representative to represent Hampton BOE at Lebanon Township meetings.

**Board President calls for a motion and a second to approve R:3-R:22**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

<b>Mrs. Bruton</b>	<b>Mrs. Monaghan</b>	<b>Mrs. Noon</b>		

**Voice Vote:**

**Ayes:**

**Nays:**

**Abstentions:**



**COMMENTS FROM THE PUBLIC**

***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:**

First order of Business for Regular Meeting is Goal Setting with NJSBA Representative Gwenn Thornton

**Review of Minutes**

- December 15, 2020 Regular Meeting Minutes
- December 15, 2020 Executive Meeting Minutes

Motion to approve the minutes as presented.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

**Voice Vote:**                      **Ayes:**                      **Nays:**                      **Abstentions:**

**Superintendent’s Report – Mr. Jason Kornegay  
Preschool**

**Harassment, Intimidation, and Bullying (HIB) Report**

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

February				
March				
April				
May				
June				

**December Safety Drill Report**

	Date	Time	Evacuation Time
Flre Drill	12/1/20	9:02am	64 seconds
Safety Drill,Roundtable Bomb Threat with staff	12/3/20	2:00 pm	

**Board Secretary's Report - Mrs. Marci Krasny**

**New Business**

**Old Business**

none

**Hampton Student Enrollment**

	In District - In Person	In District - Remote	Out of District	Multigrade Resource Room
Prek	0	2	1	
Kindergarten	22	1	0	
1	8	1	0	
2	5	1	0	
3	10	2	0	2
4	7	0	0	1 Remote
5	7	1	0	2
Choice In	5			
Choice Out	8			
LT - 6	12		2	
LT - 7	9		0	

LT - 8	9		2	
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**COMMITTEE REPORTS**

**A. BUILDING AND GROUNDS**

**A-1 Toilet Room Facilities Waiver for Kindergarten Classroom**

Motion to approve the Toilet Room Facilities Waiver for Kindergarten Classroom Form for 2020-21 School Year.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

**Voice Vote:**                      **Ayes:**                      **Nays:**                      **Abstentions:**

**B. FINANCE**

Motion to approve items B-1 to B-3 as presented.

**B-1 Approve Monthly Bill List**

Motion to approve the Bill List as recommended by the Superintendent and School Business Administrator for the period of December 16, 2020 through January 4, 2020

Fund	Total
Fund 10 – Current Expense	\$3,413.89
Fund 11 - Current Expense	\$84,649.13
Fund 20 – Special Revenue	\$4,587.47
Fund 30 – Capital Outlay	0
Fund 40 – Debt Service	0
Fund 50 – Food Service	\$4,031.83
Grand Total:	\$96,682.32

**B-2 Monthly Transfers**

Motion to approve all budget transfers as recommended by the Superintendent and School Business Administrator for the month of December 2020 in the amount of \$ 2,517.14

**B-3 Preschool Grant**

Motion to accept the Preschool Expansion Grant in the amount of \$338,675.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Time: \_\_\_\_\_

Mrs. Bruton	Mrs. Monaghan	Mrs. Noon		

**C. PERSONNEL**

**C-1** Motion to approve the employment of Tracy Holt, First Grade Teacher, FTE 1.0, at a BA/6 salary of \$62,500 for the 2020/21 School Year, as recommended by the Superintendent.

**C-2** Motion to approve the employment of Patricia Toth, Kindergarten Grade Teacher, FTE 1.0, at a BA/1 salary of \$52,000 for the 2020/21 School Year, as recommended by the Superintendent.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Time:** \_\_\_\_\_

Mrs. Bruton	Mrs. Monaghan	Mrs. Noon		

**D. POLICY**

**E. CURRICULUM AND TECHNOLOGY**

**F. COMMUNICATION**

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

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

*During each regular meeting, two opportunities are provided for citizens to ask questions and to make comments. During the second opportunity, just prior to adjournment, 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 on vibrate or silent ring mode. Persons should leave the meeting room before answering their cell phones. All comments and questions must be addressed to the Board President or the presiding officer, and shall be limited to school-related issues. If personal remarks or discourteous statements are made, the presiding officer may require the speaker to sit down.*

**Discussion:**

**EXECUTIVE SESSION**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**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: Board Vacancy/Negotiations. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

**Voice Vote:**

**Ayes:**

**Nays:**

**Abstentions:**

**Reconvene into Public Session:**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Voice Vote:**                    **Ayes:**                    **Nays:**                    **Abstentions:**

**ADJOURNMENT**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Voice Vote:**                    **Ayes:**                    **Nays:**                    **Abstentions:**

Resolved the Board adjourn the Regular Business Meeting of January 6, 2021 at \_\_\_\_\_.