

**HAMPTON BOARD OF EDUCATION
REORGANIZATION MEETING/REGULAR MEETING
February 16, 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 January 14, 2021 to the Hunterdon Democrat. Copies of the notice also have been placed in the Board Office and in district school on January 14, 2021, posted on the District website on January 14, 2021, and sent to the Township Clerk on January 14, 2021.

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 – 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 | |

Review of Minutes

- January 6, 2021 Re-Organizational/Regular Meeting Minutes
- January 6, 2021 Executive Meeting Minutes
- February 2, 2021 Special Meeting Minutes

Motion to approve the minutes as presented.

Motion: _____ **Second:** _____

Voice Vote: Ayes: Nays: Abstentions:

2019-2020 Fiscal Year Audit Presentation- Mrs. Laura Atwell from CPA firm BKC. PC.

Interview BOE Candidates

- Dana Daneault
- Mary Dressendofer
- Joseph Falkowski
- Elaine Levandoski
- Corey Mauger

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: BOE Candidates. 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:

Appointment to Board Member Vacancy

Motion to appoint _____ to the current Board of Education open positions through the January 2022 Board of Education Reorganizational Meeting: Date: January 4, 2022.

Motion: _____ **Second:** _____

Mrs. Bruton	Mrs. Monaghan	Mrs. Noon		

Board President Report- Mrs. Monaghan

Superintendent's Report – Mr. Jason Kornegay

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	0	0		
February				
March				
April				
May				
June				

January Safety Drill Report

	Date	Time	Evacuation Time
1/8/2021	Fire Drill	11:52 am 1min 8 sec	Fire Drill
1/29/2021	Bomb Threat Shelter in Place	10:24am	Shelter in Place no evacuation

Board Secretary's Report - Mrs. Marci Krasny

New Business

- Mid-Year Budget Review held on February 4, 2021
- The State of New Jersey had Preschool Budget revised to a six month budget revising salary allocations and allowing excess funds to be allocated to start-up costs.
- Preschool is open and doing well. The students have transitioned and act like they have been her all year.
- The students are participating in the Blankets of Hope and their letters are being attached to the blankets and will be dispersed shortly.

Old Business

none

Future Board of Education Meetings

March 16, 2021

Preliminary Budget Approval

Hampton Student Enrollment

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

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:

COMMITTEE REPORTS

A. BUILDING AND GROUNDS

A-1 Sustainable Jersey for Schools technical Assistance for Energy Initiatives

Motion to submit the application for free technical assistance and energy initiatives to help provide help to improve facility operations through energy efficiency.

Whereas—The Hampton Borough Board of Education seeks to participate in Sustainable Jersey for Schools to focus attention and efforts on matters of sustainability and pursue initiatives that will lead to Sustainable Jersey for Schools Certification.

Whereas—The Hampton Borough Board of Education and District Superintendent seek to support and work with school staff and administrators, students, and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly, and cost-effective solutions. Whereas—Extensive opportunities exist to teach students about ecological, economic and social sustainability, environmental health, and nutrition; to integrate sustainability education into classroom learning; and to support students in becoming leaders in making their schools healthier and more sustainable places. Whereas—Many options and choices exist for schools to use resources more efficiently; to reduce, reuse, and recycle; to follow Green Building Standards for construction and major renovations; to form school partnerships; to eliminate toxic chemicals; to purchase (or produce) clean energy; and to purchase recycled paper, energy-efficient equipment and other green products to protect our global environment.

Whereas—Sustainability means using resources wisely, saving money, and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children.

Whereas—The Hampton Borough Board of Education commits to the formation of at least one Sustainability Leadership Team (also referred to as “Green Team”), based on the guidance of Sustainable Jersey for Schools. (See the “Create A Green Team” action. Your district “Green Team” can be designated from a preexisting group within the district if desired.). Whereas—Green Team members help schools adopt policies and practices addressing areas such as sustainability education and professional training, green purchasing, waste reduction, indoor air quality, energy-saving initiatives, and community partnerships.

Whereas—The Hampton Borough Board of Education will encourage Green Teams at all district schools by providing networking and educational opportunities.

Therefore, it is resolved that The Hampton Borough Board of Education agrees to participate in Sustainable Jersey for Schools, and it is the board’s intention to pursue certification for schools in the district.

We hereby appoint Mrs. Ruthann Dalrymple to be the district’s liaison to Sustainable Jersey for Schools. We do hereby recognize Hampton Borough Public School as the agent(s) to carry out our commitment to building a sustainable school district through the implementation of Sustainable Jersey for Schools actions.

Motion: _____ **Second:** _____

Mrs. Bruton	Mrs. Monaghan	Mrs. Noon		

FINANCE

Motion to approve items B-1 to B-6 as presented.

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

As required by N.J.A.C. 6A:23A-16.10 (c)3, I ,Marci Krasny, Board Secretary, certify that no line account has been over expended as of December 30, 2020;

Motion to approve, on the recommendation of the Superintendent, the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of December 2020 , January 2021 and further that, in compliance with N.J.A.C. 6A:23A-16.10 (c)4, the Board of Education certifies that as of December 2020 , January 2021 after review of the secretary’s monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

B-2 Approve Monthly Bill List

Motion to approve the Bill List as recommended by the Superintendent and School Business Administrator for the period of January 4, 2021 through February 15, 2021.

Fund	Total
Fund 10 – Current Expense	\$10,169.38
Fund 11 - Current Expense	\$436,490.50
Fund 20 – Special Revenue	\$39,455.36
Fund 30 – Capital Outlay	0
Fund 40 – Debt Service	0
Fund 50 – Food Service	\$3,304.35
Grand Total:	\$489,419.59

B-3 Monthly Transfers

Motion to approve all budget transfers as recommended by the Superintendent and School Business Administrator for the month of January 2021 in the amount of \$ 6,598.38

B-4 Special Council Contract

Motion to approve the following appointment for professional services effective February 8, 2021 through June 30, 2021, through the acquisition of goods and services to be provided hereunder as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5, as applicable;Whereas the anticipated term of this contract is one year(s); and be it further resolved that the secretary shall publish such notice, if any, as required under the law

Professional Service	Vendor/Contractor	Rates/Contract Estimate
Special Council	Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC 238 St. Paul Street Westfield, NJ 07090	Blended rate for Partners and Associates - \$165.00 LawClerks/Paralegals \$105.00

B-5 Comprehensive Annual Financial Report

Motion to accept the annual CAFR Financial Audit Synopsis for the fiscal year ended June 30, 2019, as prepared by the firm of Bedard, Kurowcki & Co. and motion to approve the Corrective Action Plan.

FURTHER the Board acknowledges that there are five (5) audit recommendations detailed below:

Recommendation 1

The district should implement procedures to reduce the risk in connection with a lack of segregation of duties

Disposition: BOE is considering various methods to segregate the duties in the Business Office

Recommendation 2

Required payment procedures should be followed. Health and dental invoices and withholdings should be checked for accuracy.

Disposition: School Business Administrator will complete a monthly reconciliation between monthly payroll reports and the state benefit bill.

Recommendation 3

The District should verify that registers prepared in connection with the ASSA report are in agreement with the amounts reported.

Disposition: ASSA will be completed by outsourced position.

Recommendation 4

The Corrective Action Plan must address all findings contained in the Comprehensive Annual Financial Report and the Auditor’s Management Report and specific board action and disposition of each audit recommendation must be duly noted in the minutes of the board.

2020-006 Additional care should be taken to ensure minute approvals and budget appropriations agree with support.

Disposition: The School Business Administrator will ensure that individual CAP findings will be listed on the minutes and full BOE Secretary reports will be printed and put in the binders for the auditors.

Recommendation 5

The District should implement procedures to reduce the risk in connection with a lack of segregation of duties. 2019-00 Approval signatures for goods and services are to be obtained for all payments. 2019-004 The District should ensure that registers prepared in connection with the ASSA report are in agreement with amounts reported..

Disposition: The School Business Administrator will ensure all purchase orders above the threshold amount are signed by the vendor.

B-6 2021-2022 Preschool Grant Application

Motion to submit the 2021-2022 Preschool Expansion Grant Application.

Motion: _____ **Second:** _____

Mrs. Bruton	Mrs. Monaghan	Mrs. Noon		

C. PERSONNEL

C-1 Motion to Approve Nurse Substitute

Motion to approve Elizabeth Wenger and Nike Brandner as substitute nurses at a rate of \$115 per day.

Motion: _____ **Second:** _____

Mrs. Bruton	Mrs. Monaghan	Mrs. Noon		

D. POLICY

E. CURRICULUM AND TECHNOLOGY

F. COMMUNICATION

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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: Budget/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 February 16, 2021 at _____.