

**HAMPTON BOARD OF EDUCATION
REGULAR BUSINESS MEETING MINUTES
June 21, 2022**

CALL TO ORDER - Ms. Monaghan, Board President Time: 7:00 pm

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, and, to the extent known, the agenda of this meeting on January 5, 2022 to the Hunterdon Democrat and Express Times. Copies of the notice also have been placed in the Board Office and in the district school, posted on the District website, and sent to the Township Clerk on January 5, 2022.

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:

1. To ensure fidelity to a high quality instructional program that provides equitable opportunities for all students for in person and remote learning.
2. To implement project based learning and activities that develop and foster life skills.
3. To invest in and offer professional development for staff on project based learning and other professional development needs as identified in collaboration with the teaching staff.
4. To develop alternative sources of revenue for the district.

Board Goal:

1. To engage in ongoing professional development in areas that the Board identifies as crucial to expanding their knowledge as effective school board members.

Roll Call – Jim Schlessinger, Business Services WCSSSD

- | | |
|-------------------------------------|--|
| ✓ Ms. Elizabeth Monaghan- President | ✓ Daniel Kerr, Chief School Administrator |
| ✓ Ms. Alicia Noon- Vice President | ✓ Jim Schlessinger, Business Administrator |
| ✓ Ms. Denise Bryant | |
| ✓ Ms. Dana Daneault | |
| □ [Open Seat] | |

PRESENTATION:

- Prospective board member Heather Burd presented her credentials to fill the open board seat and was interviewed by the current board members.
- Ms. Burd was approved by the board to fill the open seat.
- The oath of office was administered by Mr. Schlessinger to Ms. Burd, who was then seated as a member.

EXECUTIVE SESSION

Motion: Ms. Noon Second: Ms. Daneault Time: 7:16 pm

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: **contract**. It is anticipated that the Executive Session may last approximately 5-10 minutes. 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: 5 Nays: 0 Abstentions: 0

Reconvene into Public Session:

Motion: Ms. Noon Second: Ms. Daneault Time: 7:24 pm

Voice Vote: Ayes: 5 Nays: 0 Abstentions: 0

REVIEW OF MINUTES

- Regular Meeting – May 9, 2022 (Attachment 1A)
- Executive Session – May 9, 2022 (Attachment 1B)
- Special Meeting – June 6, 2022 (Attachment 1C)
- Executive Session – June 6, 2022 (Attachment 1D)

Motion to approve the minutes as presented:

Motion: Ms. Daneault Second: Ms. Bryant

Roll Call Vote:

Ms. Bryant	Ms. Daneault	Ms. Noon	Ms. Monaghan	Ms. Burd
Yes	Yes	Yes	Yes	Abstain

BOARD PRESIDENT’S REPORT: Ms. Monaghan

- The board president congratulated all on another successful school year and wished everyone an enjoyable summer

CHIEF SCHOOL ADMINISTRATOR’S REPORT: Mr. Daniel Kerr

- Presented information regarding the regionalization study
- Presented a recap of the year-end activities at the school

Harassment, Intimidation, and Bullying (HIB) Report -2021-2022

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
April	0	0		
May	0	0		

May Safety Drill Report:

	Date	Time	Evacuation Time
Fire Drill	5/31/22	10:33am	1min, 3 sec
Safety drill – lockdown	5/26/22	3:30pm	n/a

Hampton Student Enrollment

	District: In	Choice: In	District: Out
Pre-K	3yo: 7 4yo: 12	-	1
Kindergarten	10	-	-
1	17	2	-
2	9	-	-
3	6	1	1
4	14	2	-
5	6	-	1
SUBTOTAL	81*	5*	3
Choice Out	11	-	-
LT - 6	13	-	-
LT - 7	14	-	2
LT - 8	9	-	-
SUBTOTAL	47	-	2
TOTAL	128	5	5

- Enrollment as of 6/6/2022

Business Administrator's Report – Jim Schlessinger

- Brief update on status of year-end closeout.

Future Board of Education Meetings

- August 16, 2022 Regular Business Meeting
- September 20, 2022 Regular Business Meeting
- October 18, 2022 Regular Business Meeting
- November 15, 2022 Regular Business Meeting
- December 20, 2022 Regular Business Meeting
- January 3, 2023 Annual Reorganization and Regular Business Meeting (1st Tuesday)

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 allotted at the end of the meeting. This Comment session is for Agenda Items only. 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**. 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 (Agenda Items):

- Michele Molotzak, resident, asked about how the students, staff, and board are coping in light of recent school violence around the nation. Also asked about items B-5 (CAP) and C-1 (staff hires and appointments).

COMMITTEE REPORTS

A. BUILDING AND GROUNDS

Upon recommendation of the Superintendent and Business Administrator, motion to approve the following item(s):

Motion: Ms. Daneault Second: Ms. Noon

A-1 Toilet room Facilities for Pre-Kindergarten and Kindergarten Classrooms (Attachment 5)

Motion to approve the Annual Toilet Room Facilities for Pre-Kindergarten and Kindergarten Approval Form for 2022-23 School Year.

A-2 Annual Temporary Facility Approval (Attachment 6)

Motion to approve the Annual Temporary Facility Approval Form for 2023-23 School Year.

A-3 Hunterdon Healthcare Summer Program

Motion to approve Hunterdon Healthcare to use Hampton Public School for their summer program effective June 27, 2022 through August 10, 2022

Roll Call Vote:

Ms. Bryant	Ms. Daneault	Ms. Noon	Ms. Monaghan	Ms. Burd
Yes	Yes	Yes	Yes	Yes

B. FINANCE

Upon recommendation of the Superintendent and Business Administrator, motion to approve the following item(s):

Motion: Ms. Noon Second: Ms. Bryant

B-1 Board Secretary’s and Treasurer’s Reports (Attachment 2)

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 May 2022, and further that, in compliance with N.J.A.C. 6A:23A 16.10 (c)4, the Board of Education certifies that as of May 31, 2022, and 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 Bill List (Attachment 3)

Motion to approve the Bill List for the period of May 10, 2022, through June 21, 2022.

Fund	Total
Fund 10 – Current Expense	16,792.27
Fund 11 - Current Expense	577,734.14
Fund 20 – Special Revenue	44,653.93
Fund 40 – Debt Service	-
Fund 50 – Food Service	5,206.70
Grand Total:	644,387.04

B-3 Monthly Budget Adjustments (Attachment 4)

Motion to approve all budget adjustments as recommended by the Superintendent and School Business Administrator for May 2022 in the amount of \$6,347.17 in Fund 10 and \$141,663.36 in Fund 20.

B-4 Services Contract Approvals

ID	Att #	Party	Purpose	Term
a	7	WCSSSD BoE	Business Services	2022-23 SY
b	8	Lebanon Twp BoE	ESY Special Education Tuition	2022-23 SY
c	9	Warren Glen Academy	Special Education Tuition	2022-23 SY
d	10	Dr. Ronald Frank, Green Brook Family Medicine	School Physician	2022-23 SY
e	11	Allison Peck, P.T.	Physical Therapist	2022-23 SY
f	20	Catherine Taylor-Santa	BCBA	2022-23 SY
g	12	J&B Therapy	Related Services (as needed)	2022-23 SY
h	13	High Bridge BoE	Shared Art Teacher	2022-23 SY
j	14	Sussex County ESC	Ancillary Services (as needed)	2022-23 SY
k	15	Hunterdon County ESC	Coordinated Transportation	2022-23 SY
l	16	Hunterdon County ESC	Technology Support	2022-23 SY
m	17	Hunterdon County ESC	Paraprofessionals	2022-23 SY
n	18	Hunterdon County ESC	Ancillary Services (as needed)	2022-23 SY
o	21	Allegro School	Special Education Tuition	2022-23 SY

B-5 Corrective Action Plan (CAP) and Certification of Implementation (COI) (Attachments 19A & 19B)

BE IT RESOLVED that the board approves the Corrective Action Plan and Certification of Implementation resulting from the findings in the audit of the 2020-21 financial statements and operations.

B-6 Approval of Grant and Extraordinary Aid Submission

Motion to approve the submission of the 2021-2022 Extraordinary Aid application and the 2022-23 IDEA and ESEA grant applications.

B-7 Year End Account Close Out

Motion to authorize the Chief School Administrator and the School Business Administrator to pay all fully documented bills and make any necessary line item transfers of funds to close the fiscal year.

B-8 IDEA Grant Acceptance

Motion to approve the submission of the IDEA (IDEA FY 2023) application to the NJ Department of Education and to accept the grant award in the following amounts:

Basic: \$ 30,341
Preschool: \$ 2,016

B-9 IDEA Grant Acceptance

Motion to approve the submission of the IDEA (IDEA FY 2023) application to the NJ Department of Education and to accept the grant award in the following amounts:

Title I-A: \$ 21,448
Title II-A: \$ 3,243
Title IV-A: \$ 10,000

B-10 Year End Reserve Accounts

Motion to establish and/or deposit into certain reserve accounts at year end.

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Hampton Board of Education wishes to deposit anticipated current year surplus into the following reserve accounts at year end:

Capital Reserve: Not to exceed \$300,000
Maintenance Reserve: Not to exceed \$300,000
Emergency Reserve: Not to exceed \$300,000
Total reserve deposit not to exceed \$500,000

B-11 Food Service Contract Award

BE IT RESOLVED THAT THE BOARD OF EDUCATION of Hampton Borough upon the recommendation of the School Business Administrator hereby award and approve the contract with Maschio’s Food Service, Inc. for the 2022-2023 school year:

- Guaranteed income (capped loss): (\$10,000)

B-12 Regionalization Study

BE IT RESOLVED, to approve the submission of a grant funding application to the New Jersey Department of Education to fund a feasibility study between Hampton Borough Board of Education and Lebanon Township Board of Education, as recommended by the Chief School Administrator.

B-13 Special Education Settlement

BE IT RESOLVED, to approve the settlement with the family of student #6402404543, for tuition, services, and transportation as prescribed by the settlement agreement dated June 9, 2022.

Roll Call Vote:

Ms. Bryant	Ms. Daneault	Ms. Noon	Ms. Monaghan	Ms. Burd
Yes	Yes	Yes	Yes	Abstain

C. PERSONNEL AND NEGOTIATIONS

Upon recommendation of the Chief School Administrator, motion to approve the following item(s):

Motion: Ms. Daneault Second: Ms. Bryant

C-1 Employment Actions

BE IT RESOLVED, upon the recommendation of the Chief School Administrator:

ID	Name	Action	Position	Salary	Eff. Date
a	Degaris, Alexandra	Appoint	ESY Teacher	\$32.50/hour	7/5-8/4/2022
b	Kingsland, Katherine	Appoint	ESY Teacher	\$32.50/hour	7/5-8/4/2022
c	Musella, Cara	Appoint	ESY Teacher	\$32.50/hour	7/5-8/4/2022
d	Hurford, Noreen	Appoint	ESY Teacher	\$25.00/hour	7/5-8/4/2022
e	Battle, Jill	Hire	Teacher	MA/4: \$61,242	8/30/2022
f	Battle, Jill	Appoint	Curriculum work (not to exceed 15 hours)	\$32.50/hour	7/5-8/20/2022
g	Schafer, Matthew	Appoint	Summer Custodian	\$24.00/ Hour	6/21/2022-8/31/2022

(Item C-1.h tabled pending executive session discussion to be held later in the meeting)

BE IT FURTHER RESOLVED, to grant the Chief School Administrator the authority to present offers of employment during the Summer months, pending final approval of the Board of Education at its August meeting, should additional staff be required.

C-2 Substitutes for 2022-2023

Motion to approve Marisa Gasalberti, Ida Cambria, Beverly Knoll, and Peter Frederiks to substitute in the 2022-2023 school year at a rate of \$125 per day.

C-3 Field Trips

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, and the OMB Mileage Reimbursement Rate in force at the time of the trip.

Date	Field Trip	Employee	Cost	Mileage
6/14/2022	5 th grade to Woodglen	Kerr	\$150.00	n/a

Roll Call Vote:

Ms. Bryant	Ms. Daneault	Ms. Noon	Ms. Monaghan	Ms. Burd
Yes	Yes	Yes	Yes	Abstain

D. POLICY

None.

E. CURRICULUM AND TECHNOLOGY

None.

F. PUBLIC RELATIONS COMMITTEE AND COMMUNICATIONS

- Will be meeting again soon – focus on summer communications.

OLD BUSINESS

- None.

NEW BUSINESS

- Form committee in August to plan the tree lighting.
- Work more closely with HSA

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:

- Michele Molotzak, resident, asked about the need for the custodial hire. Also raised concerns about gaining access to information that doesn't go through the website.
- Amy Giordano, resident, expressed concern about the two current first grade classrooms being combined into a single second grade class next year. Also asked whether the district has considered full-day summer programming.
- Ruth Ann Dalrymple, district employee, commended the custodial staff for the condition of the building and mentioned that many of the numerous fire departments on location for training were impressed as well.

EXECUTIVE SESSION

Motion: Ms. Bryant

Second: Ms. Daneault

Time: 8:41 pm

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 personnel matters. It is anticipated that the length of this closed session will be 15-30 minutes. Action is anticipated to be taken. 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: 5

Nays: 0

Abstentions: 0

Reconvene into Public Session:

Motion: Ms. Noon

Second: Ms. Bryant

Time: 9:16 pm

Voice Vote:

Ayes: 5

Nays: 0

Abstentions: 0

C-1 Employment Actions (previously tabled from C-1 pending discussion)

BE IT RESOLVED, upon the recommendation of the Chief School Administrator:

ID	Name	Action	Position	Salary	Eff. Date
h	Gizis, Dawn	Hire	Front Office Secretary	\$65,000.00 (12 months)	On or about 7/1/2022

Roll Call Vote:

Ms. Bryant	Ms. Daneault	Ms. Noon	Ms. Monaghan	Ms. Burd
Yes	Yes	Yes	Yes	Abstain

ADJOURNMENT

Motion: Ms. Noon

Second: Ms. Daneault

Time: 9:18 pm

Voice Vote:

Ayes: 5

Nays: 0

Abstentions: 0

Resolved the Board adjourn the Regular Business Meeting of June 21 2022 at 9:18 pm