

**HAMPTON BOARD OF EDUCATION
REGULAR BUSINESS MEETING MINUTES
November 15, 2022**

CALL TO ORDER - Ms. Monaghan, Board President Time: 7:02 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 Administrator

- | | |
|---|--|
| <input checked="" type="checkbox"/> Ms. Elizabeth Monaghan- President | <input checked="" type="checkbox"/> Daniel Kerr, Chief School Administrator |
| <input checked="" type="checkbox"/> Ms. Alicia Noon- Vice President | <input checked="" type="checkbox"/> Jim Schlessinger, Business Administrator |
| <input checked="" type="checkbox"/> Ms. Denise Bryant | |
| <input checked="" type="checkbox"/> Ms. Heather Burd | |
| <input checked="" type="checkbox"/> Ms. Dana Daneault | |

PRESENTATION:

- None

EXECUTIVE SESSION

None.

REVIEW OF MINUTES

- Regular Meeting – October 18, 2022 (Attachment 1A)
- Executive Session – October 18, 2022 (Attachment 1B)

Motion to approve the minutes as presented:

Motion: Ms. Noon

Second: Ms. Daneault

Roll Call Vote:

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

BOARD PRESIDENT’S REPORT: Ms. Monaghan

- NJSBA Meeting 11/17 at 6:00; topic – use of ESSER funds
- NJSBA rep Gwen Thornton cannot make reorg meeting in January, will be moved to the next available meeting

CHIEF SCHOOL ADMINISTRATOR’S REPORT: Mr. Daniel Kerr

- Start Strong Presentation
- Eagle Scout Project Update
- Veteran Robert Gibson Visit

Harassment, Intimidation, and Bullying (HIB) Report -2022-2023

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
October	0	0		
September	0	0		

Safety Drill Report:

	Date	Time	Evacuation Time
Fire Drill	10/12/2022	1:04 pm	1 min, 05 sec
Hold in Classroom	10/26/2022	11:24 am	n/a

Hampton Student Enrollment:

	Hampton In	Choice In	Total HPS	OOD	Choice Out
Pre-K (3)	13	-	13	-	-
Pre-K (4)	12	-	12	-	-
Kindergarten	14	1	15	1	2
1st Grade	12	-	12	-	2
2nd Grade	17	2	19	-	-
3rd Grade	8	-	8	-	1
4th Grade	8	1	9	1	1
5th Grade	15	2	17	1	2
Total Elementary	99	6	105	3	8
6th Grade	7	-	7	2	-
7th Grade	12	-	12	-	-
8th Grade	14	-	14	2	-
Total Middle School	33	-	33	4	-
TOTAL	132	6	138	7	8

- Enrollment as of 11/9/2022

Business Administrator's Report – Jim Schlessinger

- Discussed preliminary findings in actual 2022-23 activity vs. budget; will continue to develop forecasts and report to the board as appropriate.

Future Board of Education Meetings

- 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):

- None.

COMMITTEE REPORTS

A. BUILDING AND GROUNDS

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

Motion: Ms. Daneault **Second:** Ms. Burd

A-1 Facilities Usage

No action items.

A-2 Annual Health and Safety Evaluation of School Buildings Checklist (Attachment 5)

BE IT RESOLVED, to approve the Health and Safety Evaluation of School Buildings Checklist for the 2022-23 school year.

A-3 Comprehensive Maintenance Plan and Form M-1 (Attachment 6)

BE IT RESOLVED, to approve the Comprehensive Maintenance Plan and Form M-1 for the 2022-23 school year.

Roll Call Vote:

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

B. FINANCE

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

Motion: Ms. Bryant **Second:** Ms. Daneault

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

BE IT RESOLVED, 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 October 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 October 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)

BE IT RESOLVED, to approve the Bill List for the period of October 19, 2022, through November 15, 2022.

Fund	Amount
Fund 10 – Current Expense	4,332.61
Fund 11 - Current Expense	264,559.44
Fund 20 – Special Revenue	32,066.33
Fund 40 – Debt Service	-
Fund 50 – Food Service	-
Grand Total:	300,958.38

B-3 Monthly Budget Adjustments (Attachment 4)

BE IT RESOLVED, to approve all budget adjustments as recommended by the Superintendent and School Business Administrator for October 2022.

B-4 Contract and MOA Approvals

No action items.

B-5 Pre-K Projected Enrollment Report for 2023-24

BE IT RESOLVED, to approve the submission of the projected enrollment report for the 2023-24 school year.

Roll Call Vote:

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

C. PERSONNEL AND NEGOTIATIONS

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

Motion: Ms. Bryant

Second: Ms. Daneault

C-1 Employment Actions

BE IT RESOLVED, upon the recommendation of the Chief School Administrator, to approve the following personnel transactions:

ID	Name	Action	Position	Salary	Eff. Date
a	M. Ryerson	Appoint	Club advisor	\$33.25/hr	11/16/2022
b	K. Kingsland	Appoint	Club advisor	\$33.25/hr	11/16/2022
c	D. Kinney	Appoint	Club advisor	\$33.25/hr	11/16/2022
d	A. Amey	Appoint	Club advisor	\$33.25/hr	11/16/2022

C-2 Travel, Field Trips, and Professional Development

BE IT RESOLVED, 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	Event	Employee(s)	Cost	Mileage
11/29/2022	3/4/5 Grade DaVinci Science Center, Allentown PA (37 students, 6 teachers)	Grossman, Tyerech, Battle, Ryerson, Roll, Musella	Approx. \$550	

C-3 Pre-K "Adventures"

BE IT RESOLVED, to approve the Pre-K program to leave school grounds periodically, with proper supervision, throughout the 2022-23 school year to partake in short walks for the purpose of enrichment of the curriculum. Each adventure shall be sufficiently noticed to the parents and/or guardians of the students, and a separate permission slip shall be obtained for each student prior to each trip.

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

D. POLICY

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

Motion: Ms. Daneault

Second: Ms. Burd

D-1 School Security Plan

BE IT RESOLVED, to approve the School Security Plan for the 2022-23 school year (Attachment 7):

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

E. CURRICULUM AND TECHNOLOGY

None.

F. PUBLIC RELATIONS COMMITTEE AND COMMUNICATIONS

- Continuing updates as received; looking for more feedback/updates from staff.

OLD BUSINESS

- Ms. Noon updated the board regarding the meeting she attended on October 18 where regionalization as discussed. The next such meeting is currently scheduled for December 1.

NEW BUSINESS

- None.

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

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Discussion:

- Amy Giordano, resident, parent: asked about how the clubs were determined and suggested that the students and/or families be surveyed; asked for an update regarding the status of music instruction; asked if the agenda/schedule component of the Parent Portal is being fully utilized – would like to see evidence of instruction beyond ELA and math; asked about the process being used to check out books from the library and expressed concern that children may only have the opportunity to check out a new book every other week.
 - RESPONSE: Mr. Kerr mentioned that he would look into the issues raised, but also explained that in addition to the library, the students are actively encouraged to take a book from the book-swap racks

whenever they please. A reminder of this is included in Mr. Kerr's daily announcements, along with the phrase "Hampton, where everyone's a reader."

EXECUTIVE SESSION

Motion: Ms. Burd Second: Ms. Bryant Time: 8:27 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 **a legal matter**. It is anticipated that the length of this closed session will be **30-45 minutes**. No 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: 9:13 pm

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

ADJOURNMENT

Motion: Ms. Daneault Second: Ms. Bryant

Resolved the Board adjourn the Regular Business Meeting of November 15, 2022 at 9:13 pm

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