

**HAMPTON BOARD OF EDUCATION  
REGULAR BUSINESS MEETING AGENDA  
December 20, 2022**

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**CALL TO ORDER - Ms. Monaghan, Board President    Time: 7:01 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**

- |                                     |  |
|-------------------------------------|--|
| ✓ Ms. Elizabeth Monaghan- President | ✓ Daniel Kerr, Chief School Administrator  |
| ✓ Ms. Alicia Noon- Vice President   | ✓ Jim Schlessinger, Business Administrator |
| ✓ Ms. Denise Bryant                 |  |
| ✓ Ms. Heather Burd                  |  |
| ✓ Ms. Dana Daneault                 |  |

## **PRESENTATION:**

- Board HIB Training – Mr. Kerr presented the annual HIB overview to the Board.

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## **EXECUTIVE SESSION**

None.

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## **REVIEW OF MINUTES**

- Regular Meeting – November 15, 2022 (Attachment 1A)
- Executive Session – November 15, 2022 (Attachment 1B)

**Motion to approve the minutes as presented:**

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

**Roll Call Vote:**

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

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## **BOARD PRESIDENT’S REPORT: Ms. Monaghan**

- Nothing to report.

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## **CHIEF SCHOOL ADMINISTRATOR’S REPORT: Mr. Daniel Kerr**

- Recognized Mr. Ryerson and Ms. Hurford as the district’s teacher of the year and educator of the year.
- Updated on shared services meeting with Lebanon and High Bridge.
- Noted that the district has added several substitute teachers to help fill needs.
- Successful tree-lighting event; have some ideas to enhance for next year.
- Survey will be sent to parents of middle school students to gather feedback

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

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

## **Safety Drill Report:**

	Date	Time	Evacuation Time
Fire Drill	11/7/2022	11:25 am	1 min, 08 sec
Evacuation Drill	11/28/2022	12:42 pm	11 minutes (total drill)

## Hampton Student Enrollment:

	Hampton In	Choice In	Total HPS	OOD	Choice Out
Pre-K (3)	13	-	13	-	-
Pre-K (4)	11	-	11	-	-
Kindergarten	15	1	16	-	2
1st Grade	12	-	12	-	2
2nd Grade	17	2	19	-	-
3rd Grade	8	-	8	-	1
4th Grade	8	-	8	1	1
5th Grade	15	2	17	1	2
<b>Total Elementary</b>	<b>99</b>	<b>5</b>	<b>104</b>	<b>2</b>	<b>8</b>
6th Grade	7	-	7	2	-
7th Grade	11	-	11	-	-
8th Grade	15	-	15	2	-
<b>Total Middle School</b>	<b>33</b>	<b>-</b>	<b>33</b>	<b>4</b>	<b>-</b>
<b>TOTAL</b>	<b>132</b>	<b>5</b>	<b>137</b>	<b>6</b>	<b>8</b>

- Enrollment as of 12/7/2022

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## Business Administrator's Report – Jim Schlessinger

- BOE Members – reminder to complete mandated training by December 31
- Updated board on progress of financial analysis and preparation for budget season.

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## Future Board of Education Meetings

- January 3, 2023 Annual Reorganization and Regular Business Meeting (1<sup>st</sup> Tuesday)
- February 21, 2023 Regular Business (*tentative date* – all 2023 dates to be confirmed at the January 3 reorganization meeting and advertised/noticed accordingly)

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## 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.

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## 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**

BE IT RESOLVED, to approve the following facilities usage requests:

ID	Party	Facility	Purpose	Term
a	Tewksbury Athletic Association	Gym	Lacrosse practices	Jan-March 2023 Wed 5:30-8:00pm

#### **Roll Call Vote:**

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

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#### **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)**

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 November 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 November 30, 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 November 16, 2022, through December 20, 2022.

Fund	Amount
Fund 10 – Current Expense	4,332.61
Fund 11 - Current Expense	213,413.04
Fund 20 – Special Revenue	55,448.44
Fund 40 – Debt Service	-
Fund 50 – Food Service	8,840.29
<b>Grand Total:</b>	<b>282,034.38</b>

#### **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 November 2022.

#### **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. Daneault

**Second:** Ms. Bryant

#### 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	Savacool, Jordan	Approve	Substitute Teacher	\$140/day	12/21/2022
b	Levigion, Kristina	Approve	Substitute aide	\$18.50/hour	12/21/2022
c	Battle, Jill	Appoint	Club Advisor: Choir	\$33.25/hour	ASAP
d	Kouriatis, Elizabeth	Appoint	Club Advisor: Art Club STEAM G&T	\$33.25/hour	ASAP

#### 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
1/12/2023 (makeup 1/19)	Sea Quest, Woodbridge NJ	Preschool	\$7.99/student \$7.99/parent \$0.00/staff Bus: \$323.00	90 miles

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

### D. POLICY

None.

### E. CURRICULUM AND TECHNOLOGY

None.

### F. PUBLIC RELATIONS COMMITTEE AND COMMUNICATIONS

- Making sure families are aware of schedules and days off.
- Working on events/programming for January.

### OLD BUSINESS

- None.

## NEW BUSINESS

- Discussion of draft 2023 BOE meeting calendar

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## 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:

- Ms. Giordano asked about student experience survey to middle school families.

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## EXECUTIVE SESSION

**Motion:** Ms. Monaghan

**Second:** Ms. Daneault

**Time:** 7:52 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 contract**. It is anticipated that the length of this closed session will be **30 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. Daneault

**Second:** Ms. Noon

**Time:** 8:45 pm

**Voice Vote:**

**Ayes:** 5

**Nays:** 0

**Abstentions:** 0

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## ADJOURNMENT

**Motion:** Ms. Daneault

**Second:** Ms. Noon

Resolved the Board adjourn the Regular Business Meeting of December 20, 2022 at **8:45 pm**.

**Voice Vote:**

**Ayes:** 5

**Nays:** 0

**Abstentions:** 0