

**HAMPTON BOARD OF EDUCATION  
REGULAR BUSINESS MEETING AGENDA  
March 21, 2023**

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**CALL TO ORDER** - Ms. Monaghan, Board President Time: \_\_\_\_\_

**Open Public Meeting Announcement**

In accordance with the State's Open Public Meetings Act, 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 at least forty-eight (48) hours prior to the commencement of this meeting 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.

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

## **PRESENTATION:**

- D. Kerr: Read Across America Activities

## **A. 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: \_\_\_\_\_. It is anticipated that the Executive Session may last approximately \_\_\_\_\_. 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:** \_\_\_\_\_

### ***Executive Session***

#### **Reconvene into Public Session:**

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

**Voice Vote:**    **Ayes:** \_\_\_\_\_    **Nays:** \_\_\_\_\_    **Abstentions:** \_\_\_\_\_

## **B. REVIEW OF MINUTES**

- Regular Meeting – February 21, 2023 (Attachment 1)

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

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

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

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

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

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

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

- Curriculum updates
- Professional development

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

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
February 2023	0	0	-	-
January 2023	1	0	-	-

**Safety Drill Report:**

	Date	Time	Evacuation Time
Fire Drill	2/15/2023	10:40 am	1 min, 45 sec
Security Drill	2/24/2023	1:17 pm	7 min

**Hampton Student Enrollment:**

	Hampton In	Choice In	Total HPS	OOD	Choice Out
Pre-K (3)	15	-	15	-	-
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>101</b>	<b>5</b>	<b>106</b>	<b>2</b>	<b>8</b>
6th Grade	5	-	5	2	-
7th Grade	11	-	11	-	-
8th Grade	13	-	13	3	-
<b>Total Middle School</b>	<b>29</b>	<b>-</b>	<b>29</b>	<b>5</b>	<b>-</b>
<b>TOTAL</b>	<b>130</b>	<b>5</b>	<b>135</b>	<b>7</b>	<b>8</b>

- Enrollment as of 3/16/2023

**E. Business Administrator's Report – Jim Schlessinger**

- \_\_\_\_\_
- \_\_\_\_\_

**F. Future Board of Education Meetings**

- May 2, 2023 Regular Business Meeting (April) and Budget Hearing (first Tuesday)
- May 11, 2023 Regular Business Meeting and Personnel Approval (Thursday)
- June 20, 2023 Regular Business Meeting; BOE NJSBA training
- August 15, 2023 Regular Business Meeting
- September 19, 2023 Regular Business Meeting
- October 17, 2023 Regular Business Meeting
- November 21, 2023 Regular Business Meeting
- December 19, 2023 Regular Business Meeting

## G. 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):

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

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## H. FACILITIES, FINANCE, AND TRANSPORTATION COMMITTEE

### Committee Report (A. Noon, Chairperson):

- \_\_\_\_\_
- \_\_\_\_\_

### Action Items:

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

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

### 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 January 2023, and further that, in compliance with N.J.A.C. 6A:23A 16.10 (c)4, the Board of Education certifies that as of January 31, 2023, 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.

### 2. Approve Bill List (Attachment 3)

BE IT RESOLVED, to approve the Bill List for the period:

Fund	Feb 22–Mar 21
Fund 10 – Current Expense	9,043.30
Fund 11 - Current Expense	253,449.32
Fund 20 – Special Revenue	50,841.79
Fund 40 – Debt Service	220,600.00
Fund 50 – Food Service	3,835.17
<b>Grand Total:</b>	<b>537,769.58</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 February 2023.

### 4. Contract and MOA Approvals

BE IT RESOLVED, to approve the following contracts for services:

ID	Att #	Party	Purpose	Term
a	5	Franklin Township (Warren)	Revised tuition contract for reduced term	9/1-10/31/2022
b	n/a	Guardian of student xxxx076328	Transportation to OOD placement; \$25/day	3/22-6/30/2023

### 5. Facilities Usage

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

ID	Party	Facility	Purpose	Term
A	None			

### 6. Preliminary Budget Approval

Motion to adopt the 2023-2024 preliminary budget.

WHEREAS, the 2023-2024 preliminary budget includes sufficient funds to implement the proposed planning process as described in this district's Annual Report pursuant to N.J.S.A. 18A:7A -11 and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards;

WHEREAS, the 2023-2024 preliminary budget is in compliance with the requirements set forth in N.J.S.A. 18A and N.J.A.C. Title 6 and 6A;

THEREFORE, BE IT RESOLVED the Hampton Board of Education approves the 2023-2024 preliminary General Fund budget in the amount of \$3,950,358 and authorizes its submission to the Hunterdon County Superintendent of Schools for approval as follows:

	<u>Fund 10:</u> General Fund	<u>Fund 20:</u> Special Revenue	<u>Fund 40:</u> Debt Service	<b>Total</b>
2023-2024 Total Expenditures	3,950,358	437,750	248,400	<b>4,636,508</b>
Less: Anticipated Revenue	1,106,388	437,750	184,847	<b>1,728,985</b>
Less: Usage of Reserves/Fund Balance	283,755	-	-	<b>283,755</b>
Taxes to be Raised	2,560,215	-	63,553	<b>2,623,768</b>

#### Highlights:

- 2.07% increase to the general fund budget
- Usage of capital reserve to reduce debt service taxes to offset 1.5% of the increase.
- Remaining dollar-value of the increase absorbed by new taxpayers.
- Net impact to returning taxpayers = zero increase over prior year.

And to advertise said tentative budget in the Hunterdon County Democrat in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Hampton Public School Library, Hampton, NJ, on May 2, 2023 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2023-2024 School Year.

**Roll Call Vote:**

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

**I. PERSONNEL AND NEGOTIATIONS COMMITTEE****Committee Report (D. Daneault, Chairperson):**

- \_\_\_\_\_
- \_\_\_\_\_

**Action Items:**

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

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

**1. Employment Actions**

BE IT RESOLVED, upon the recommendation of the Chief School Administrator, to approve the following personnel transaction(s):

ID	Name	Action	Position	Salary	Eff. Date
a	Larysa Kolodii	Hire	Music teacher; hourly, not to exceed 6 hours per week	\$__ /hour	3/22/2023
b	Dominique Kinney	Resignation	Kindergarten teacher	n/a	6/30/2023

**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 BOE 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
2/17/2023	Stop the Bleed Flemington, NJ	A.Amey	-0-	\$17.48
3/16/2023	Advanced K-12 Behavioral Threat Assessments & Mgmt Flemington, NJ	D.Kerr	-0-	-0-
3/22/2023	NJ Science of Reading Leadership Summit Monroe, NJ	J.Battle	-0-	-0-
3/29/2023	Understanding and Managing Mental Health Changes Kenilworth, NJ	A.Puppo	-0-	-0-
3/29/2023	Understanding and Managing Mental Health Changes Kenilworth, NJ	C.Scherer	-0-	-0-

**3. Grant-Supported Stipend**

BE IT RESOLVED, to approve a rate of pay of \$45 per hour for the instruction of approved activities that qualify under the "ESSER: Beyond the School Day" grant funding. Rate is applicable to qualifying activities only, and only for the duration of the grant period and availability of funds under same.

**4. Retirement**

BE IT RESOLVED, to accept, with regret, best wishes, and great appreciation, the retirement of Ms. Ruth Ann Dalrymple, effective July 1, 2023.

**Roll Call Vote:**

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

**J. POLICY AND SCHOOL SECURITY COMMITTEE****Committee Report (D. Bryant, Chairperson):**

- \_\_\_\_\_
- \_\_\_\_\_

**Action Items:**

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

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

**1. Policy Alert 229 - Policies to be revised or added (Attachments 6A, 6B, 6C, 6D)**

RESOLVED, to approve the following policies for second reading:

P 0152	Board Officers	Revised
P 0161	Call, Adjournment, and Cancellation	Revised
P 0162	Notice of Board Meetings	Revised
P&R 2423	Bilingual and ESL Education	Revised
P 2425	Emergency Virtual or Remote Instruction Program	Revised
R 2425	Emergency Virtual or Remote Instruction Program	New
P&R 5200	Attendance	Revised
P 5512	Harassment, Intimidation, or Bullying	Revised
P 8140	Student Enrollments	Revised
R 8140	Enrollment Accounting	Revised
P&R 8330	Student Records	Revised
R 8420.2	Bomb Threats	Revised
R 8420.7	Lockdown Procedures	Revised
R 8420.10	Active Shooter	Revised

**2. Preschool Operational Plan (Attachment 7)**

BE IT RESOLVED, to approve submission of the Preschool Plan for the 2023-2024 school year.

**3. 2023-24 School Calendar (Attachment 8)**

BE IT RESOLVED, to approve the calendar for the 2023-24 school year as presented.

**Roll Call Vote:**

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

**K. CURRICULUM, INSTRUCTION, AND TECHNOLOGY COMMITTEE****Committee Report (H. Burd, Chairperson):**

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**Action Items:**

None.

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**L. PUBLIC RELATIONS AND STUDENT AFFAIRS COMMITTEE**

**Committee Report (E. Monaghan, Chairperson):**

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**Action Items:**

None.

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**M. REGIONALIZATION COMMITTEE**

**Committee Report (E. Monaghan, Chairperson):**

- \_\_\_\_\_
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**Action Items:**

None.

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**N. OLD BUSINESS**

- \_\_\_\_\_
  - \_\_\_\_\_
- 

**O. NEW BUSINESS**

- \_\_\_\_\_
  - \_\_\_\_\_
- 

**P. 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:**



- \_\_\_\_\_
- \_\_\_\_\_

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#### Q. 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 \_\_\_\_\_. It is anticipated that the length of this closed session will be \_\_\_\_\_. 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:** \_\_\_\_\_    **Nays:** \_\_\_\_\_    **Abstentions:** \_\_\_\_\_

##### *Executive Session*

##### **Reconvene into Public Session:**

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

**Voice Vote:**    **Ayes:** \_\_\_\_\_    **Nays:** \_\_\_\_\_    **Abstentions:** \_\_\_\_\_

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#### R. ADJOURNMENT

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

Resolved the Board adjourn the Regular Business Meeting of March 21, 2023 at \_\_\_\_\_

**Voice Vote:**    **Ayes:** \_\_\_\_\_    **Nays:** \_\_\_\_\_    **Abstentions:** \_\_\_\_\_