

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



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

**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**

- |                                     |                                            |
|-------------------------------------|--------------------------------------------|
| ✓ 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:**

- D. Kerr: Read Across America Activities

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## **A. EXECUTIVE SESSION**

None.

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## **B. REVIEW OF MINUTES**

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

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

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

**Roll Call Vote:**

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

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

- No report.

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

- Curriculum updates – ELA curriculum review
- Professional development
- Enrichment program started week of March 13.

### **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

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

- Addressed recent news article regarding state aid and presented additional contextual information.

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#### 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
- 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

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#### 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):**

- None.

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**H. FACILITIES, FINANCE, AND TRANSPORTATION COMMITTEE**

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

- Has been in contact with the Borough to begin the discussion of shared services.

**Action Items:**

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

**Motion:** Ms. Noon **Second:** Ms. Bryant

**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, having considered all allowable adjustments, 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><br>General Fund | <u>Fund 20:</u><br>Special Revenue | <u>Fund 40:</u><br>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:

| <b>Ms. Bryant</b> | <b>Ms. Burd</b> | <b>Ms. Daneault</b> | <b>Ms. Noon</b> | <b>Ms. Monaghan</b> |
|-------------------|-----------------|---------------------|-----------------|---------------------|
| Yes               | Yes             | Yes                 | Yes             | Yes                 |

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## I. PERSONNEL AND NEGOTIATIONS COMMITTEE

### Committee Report (D. Daneault, Chairperson):

- Planning summer programs to address learning loss as well as enrichment, which can be provided using ESSER grant funding.
- Have obtained the services of a music teacher.
- Working through the process of acquiring a Preschool Instructional Coach, as required by statute.

**Action Items:**

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

**Motion:** Ms. Daneault      **Second:** Ms. Noon

**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<br>Flemington, NJ                                     | A.Amey      | -0-  | \$17.48 |
| 3/16/2023 | Advanced K-12 Behavioral Threat Assessments & Mgmt<br>Flemington, NJ | D.Kerr      | -0-  | -0-     |
| 3/22/2023 | NJ Science of Reading Leadership Summit<br>Monroe, NJ                | J.Battle    | -0-  | -0-     |
| 3/29/2023 | Understanding and Managing Mental Health Changes<br>Kenilworth, NJ   | A.Puppo     | -0-  | -0-     |
| 3/29/2023 | Understanding and Managing Mental Health Changes<br>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 |
|------------|----------|--------------|----------|--------------|
| Yes        | Yes      | Yes          | Yes      | Yes          |

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

- Discussed agenda as presented.

**Action Items:**

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

**Motion:** Ms. Bryant **Second:** Ms. Burd

**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 |
|------------|----------|--------------|----------|--------------|
| Yes        | Yes      | Yes          | Yes      | Yes          |

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

- Nothing to report.

**Action Items:**

None.

**L. PUBLIC RELATIONS AND STUDENT AFFAIRS COMMITTEE****Committee Report (E. Monaghan, Chairperson):**

- Continued updates of social media accounts

**Action Items:**

None.

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## M. REGIONALIZATION COMMITTEE

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

- No report.

### Action Items:

None.

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## N. OLD BUSINESS

- None.
- 

## O. NEW BUSINESS

- None.
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## 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

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### Discussion:

- None.
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## Q. EXECUTIVE SESSION

None.

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## R. ADJOURNMENT

Motion: Ms. Noon Second: Ms. Daneault

Resolved the Board adjourn the Regular Business Meeting of March 21, 2023 at 7:39 pm

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