

**HAMPTON BOARD OF EDUCATION
REGULAR BUSINESS MEETING MINUTES
August 15, 2023**

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

<input checked="" type="checkbox"/>	Ms. Elizabeth Monaghan- President
<input checked="" type="checkbox"/>	Ms. Dana Daneault - Vice President
<input checked="" type="checkbox"/>	Ms. Denise Bryant
<input checked="" type="checkbox"/>	Ms. Heather Burd
<input checked="" type="checkbox"/>	Ms. Nicole Panaro

<input checked="" type="checkbox"/>	Daniel Kerr, Chief School Administrator
<input checked="" type="checkbox"/>	Jim Schlessinger, Business Administrator

PRESENTATION:

- None.

A. EXECUTIVE SESSION

None.

B. REVIEW OF MINUTES

- Regular Meeting – June 27, 2023 (Attachment 1A)
- Special Meeting – July 3, 2023 (Attachment 1B)

Motion to approve the minutes as presented:

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

Roll Call Vote:

Ms. Bryant	Ms. Burd	Ms. Daneault	Ms. Monaghan	Ms. Panaro
Yes	Yes	Yes	Yes	Yes

C. BOARD PRESIDENT'S REPORT: Ms. Monaghan

- Nothing to report.

D. CHIEF SCHOOL ADMINISTRATOR'S REPORT: Mr. Daniel Kerr

- MAP Scores – reviewed latest results.
- Amplify – explained this new addition to the curriculum.
- Start of School – reviewed back to school plans and events. Back to School Night will be 9/21.
- Total of 105 students currently confirmed to start the school year.

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

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
July 2023	0	0	-	-
June 2023	2	1	-	Y

Safety Drill Report:

	Date	Time	Evacuation Time
Fire Drill	7/25/2023	10:16 am	55 sec
Security Drill – Shelter in Place	7/31/2023	11:00 am	n/a

E. Business Administrator's Report – Jim Schlessinger

- Brief highlights of June's financials; July and August will be on September's agenda.
- Audit fieldwork will take place in September.

F. Future Board of Education Meetings

- September 19, 2023 Regular Business Meeting (NJSBA BOE Training)
 - 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):

- Karen Cunningham, resident, inquired about the Orton Gillingham training
-

H. FACILITIES, FINANCE, AND TRANSPORTATION COMMITTEE

Committee Report (N. Panaro, Chairperson):

- Discussed paving project (staff parking area), HVAC filters, potential to install an exit access notification system, possibility of providing after-school tutoring.

Action Items:

Upon recommendation of the Chief School Administrator, motion to approve items 1-7:

Motion: Ms. Burd 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 June 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 June 30, 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 (Attachments 3A, 3B, 3C)

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

Fund	Jun 28 - Jun 30	Jul 1 – Jul 31	Aug 1 – Aug 15
Fund 10 – Current Expense	4,521.65	862.32	431.16
Fund 11 – Current Expense	119,507.17	107,316.54	32,630.22
Fund 12 – Capital Expense	38,543.00	-	-
Fund 20 – Special Revenue	20,759.04	32,234.26	4,946.08
Fund 40 – Debt Service	-	-	-
Fund 50 – Food Service	2,303.84	595.00	-
Grand Total:	185,634.70	141,008.12	38,007.46

3. Monthly Budget Adjustments (Attachment 4)

BE IT RESOLVED, to approve all budget adjustments as recommended by the Superintendent and School Business Administrator for June 2023.

4. Contract and MOA Approvals

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

ID	Att #	Party	Purpose	Term
A	5	New Jersey Dept of Human Resources – Commission for the Blind and Visually Impaired	Services for student 3108557936 Total cost: \$2,200.00	2023-24 SY
B	6	New Jersey Dept of Human Resources – Commission for the Blind and Visually Impaired	Services for student 2984286540 Total cost: \$2,200.00	2023-24 SY
C	7	High Bridge BOE	Shared Services: Preschool Instructional Coach (state-mandated position)	2023-24 SY
D	8	High Bridge BOE	Shared Services: Art Teacher	2023-24 SY
E	9	Catherine Santa	BCBA Services	2023-24 SY
F	10	Bergen County Special Services SD	McKinney-Vento Consortium	2023-24 SY
G	11	Hunterdon Behavioral Health	School-Based Youth Services	2023-24 SY

5. Facilities Usage

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

ID	Party	Facility	Purpose	Term
	None.			

6. Benefits Vendor

WHEREAS, the District, heretofore has maintained the Hampton Borough School District 's 403(b), ROTH 403(b), and 457("the Plan") for the benefit of its eligible employees; and

WHEREAS, the District has reserved the right to amend the Plan at any time; and

WHEREAS, the Board of Education of the District has determined that it would be in the best interests of the district to amend the Plan;

NOWHEREFORE, BE IT RESOLVED, that the Plan shall be amended to add Security Benefit as an approved vendor effective as soon as administratively possible after the signature date.

AND BE IT FURTHER RESOLVED, that the officers of the District hereby are authorized to execute such documents and to take other additional actions as they shall deem necessary or appropriate to effect the foregoing resolutions.

7. Paving Project

BE IT RESOLVED, to approve J Pip's Paving Company as the vendor to pave the parking area along Foss Avenue at a cost of \$9,300.

Roll Call Vote:

Ms. Bryant	Ms. Burd	Ms. Daneault	Ms. Monaghan	Ms. Panaro
Yes	Yes	Yes	Yes	Yes

I. PERSONNEL AND NEGOTIATIONS COMMITTEE

Committee Report (D. Daneault, Chairperson):

- Discussed aide and custodial hires.

Action Items:

Upon recommendation of the Chief School Administrator, motion to approve items 1-2:

Motion: Ms. Burd Second: Ms. Daneault

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	Kolodii, Laryssa	Hire	Instructional Aide (0.85 FTE) Music Teacher (0.15 FTE)	\$21/hr: 22,990.80 BA-1: 8,892.75 \$31,883.55	8/28/2023
B	Yaple, Heather	Hire	Instructional Aide	\$21/hr: \$27,048.00	8/28/2023
C	Malena Groff	Hire	Instructional Aide	\$21/hr: \$27,048.00	8/28/2023
D	Amy Fox	Hire	Summer custodian and custodial substitute	\$18/hour	8/16/2023

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
8/14-18/2023	Orton-Gillingham Morphology Plus (Virtual)	Kingsland, Katherine	\$1,500 reg. fee \$140/day pay	n/a
8/14-18/2023	Orton-Gillingham Comprehensive Plus (Virtual)	Ayers, Gabby	\$1,500 reg. fee \$140/day pay	n/a
8/14-18/2023	Orton-Gillingham Morphology Plus (Virtual)	Morano, Sarah	\$1,500 reg. fee \$140/day pay	n/a

Roll Call Vote:

Ms. Bryant	Ms. Burd	Ms. Daneault	Ms. Monaghan	Ms. Panaro
Yes	Yes	Yes	Yes	Yes

J. POLICY AND SCHOOL SECURITY COMMITTEE

Committee Report (D. Bryant, Chairperson):

- Discussed and updated the school security plans; cameras and alarms.
- Discussed transitioning grading for grades 3-5 to letters.

Action Items:

Upon recommendation of the Chief School Administrator, motion to approve items 1-3:

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

1. HIB Self-Assessment (Attachment 12)

BE IT RESOLVED, to approve the Harassment, Intimidation, and Bullying (HIB) Self-Assessment for the 2022-23 school year.

2. School Safety and Security Plan (Attachments 13, 13A, 13B)

BE IT RESOLVED, to approve the School Safety and Security Plan for the 2023 -24 school year.

3. LEA Plan for Safe Return to In-Person Instruction and Continuity of Services (Attachment 14)

BE IT RESOLVED, to approve the LEA Plan for Safe Return to In-Person Instruction and Continuity of Services for the 2023-24 school year.

Roll Call Vote:

Ms. Bryant	Ms. Burd	Ms. Daneault	Ms. Monaghan	Ms. Panaro
Yes	Yes	Yes	Yes	Yes

K. CURRICULUM, INSTRUCTION, AND TECHNOLOGY COMMITTEE

Committee Report (H. Burd, Chairperson):

- Did not meet.

Action Items:

None.

L. PUBLIC RELATIONS AND STUDENT AFFAIRS COMMITTEE

Committee Report (E. Monaghan, Chairperson):

- Did not meet – will be meeting prior to start of school year.

Action Items:

None.

M. LEBANON TOWNSHIP BOE

Liaison Report (D. Daneault):

- Discussed usage of North Hunterdon Voorhees “Lions Pride” program to keep at-risk students in district.
 - Also discussed facilities projects and the possibility of restructuring the end-of-year events for 8th grade.
-

N. SHARED SERVICES COMMITTEE

Committee Report (E. Monaghan, Chairperson):

- Did not meet – working on rescheduling.

Action Items:

None.

O. OLD BUSINESS

- None.
-

P. NEW BUSINESS

- None.
-

Q. COMMENTS FROM THE PUBLIC II (Public discussion of agenda items)

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Discussion:

- Ms. Cunningham wished the staff, administration, and board well in the new school year.
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R. EXECUTIVE SESSION

Motion: Ms. Daneault Second: Ms. Bryant Time: 7:53 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 contracts. It is anticipated that the length of this closed session will be 15-20 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

Executive Session

Reconvene into Public Session:

Motion: Ms. Bryant Second: Ms. Burd Time: 8:30 pm

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

S. ADJOURNMENT

Motion: Ms. Daneault Second: Ms. Bryant

BE IT RESOLVED, to adjourn the Regular Business Meeting of August 15, 2023 at 8:30 pm.

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