

**HAMPTON BOARD OF EDUCATION
REGULAR BUSINESS MEETING MINUTES
September 19, 2023**

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

- NJSBA Board Member Training: Gwen Thornton, NJSBA

A. EXECUTIVE SESSION

None.

B. REVIEW OF MINUTES

- Regular Meeting – August 15, 2023 (Attachment 1A)
- Executive Session – August 15, 2023 (Attachment 1B)

Motion to approve the minutes as presented:

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

Roll Call Vote:

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

C. BOARD PRESIDENT'S REPORT: Ms. Monaghan

- Board participation in Hampton Duck Race – staffing bounce house
- Will be discussing the tree lighting with HSA

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

- Update re the first days of school
- Enrollment continues to tick upward
- Staff received professional development training on Amplify
- Back to School Night will be September 21
- Discussed the High-Impact Tutoring Grant

Harassment, Intimidation, and Bullying (HIB) Report -2023-2024

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

Safety Drill Report:

	Date	Time	Evacuation Time
Fire Drill	8/9/2023	9:08 am	54 sec
Security Drill – Table Top (PD)	8/29/2023	9:55 am	n/a

Hampton Student Enrollment:

	Hampton In	Choice In	Total HPS	OOD	Choice Out
Pre-K (3)	11	-	11	-	-
Pre-K (4)	16	-	16	-	-
Kindergarten	13	1	14	-	-
1st Grade	17	1	18	-	2
2nd Grade	12	-	12	-	2
3rd Grade	18	2	20	-	-
4th Grade	10	-	10	-	1
5th Grade	8	-	8	1	1
Total Elementary	105	4	109	1	6
6th Grade	15	1	16	1	2
7th Grade	6	-	6	1	-
8th Grade	11	-	11	-	-
Total Middle School	32	1	33	2	2
TOTAL	137	5	142	3	8

Enrollment as of 9/14/2023

E. Business Administrator's Report – Jim Schlessinger

- Annual audit in progress

F. Future Board of Education Meetings

- 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):

- Laura Arico, resident & parent, expressed support for the planned additional grant-funded tutoring opportunities.

H. FACILITIES, FINANCE, AND TRANSPORTATION COMMITTEE

Committee Report (N. Panaro, Chairperson):

- Nothing to report.

Action Items:

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

Motion: Ms. Burd Second: Ms. Panaro

1. Board Secretary's and Treasurer's Reports (Attachment 2A, 2B)

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 months of July and August 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 July 31 and August 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	Aug 16 - Sep 19
Fund 10 – Current Expense	4,060.84
Fund 11 – Current Expense	197,664.87
Fund 12 – Capital Expense	-
Fund 20 – Special Revenue	22,762.98
Fund 40 – Debt Service	21,700.00
Fund 50 – Food Service	-
Grand Total:	246,188.69

3. Monthly Budget Adjustments (Attachment 4A, 4B)

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

4. Contract and MOA Approvals

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

ID	Att #	Party	Purpose	Term
		None.		

5. Facilities Usage

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

ID	Party	Facility	Purpose	Term
	None.			

6. Health and Safety Evaluation of School Buildings Checklist 2023-24 (Attachment 5)

BE IT RESOLVED, to approve the Health and Safety Evaluation of School Buildings Checklist for the 2023-24 school year

7. High-Impact Tutoring Grant

BE IT RESOLVED, to authorize the submission of the application for the High-Impact Tutoring Grant for the 2023-24 school year.

Roll Call Vote:

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

I. PERSONNEL AND NEGOTIATIONS COMMITTEE

Committee Report (D. Daneault, Chairperson):

- Nothing to report.

Action Items:

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

Motion: Ms. Bryant Second: Ms. Burd

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	Zmuda, Malgorzata	Hire	Substitute Teacher	\$140/day	9/20/2023
B	Mulcahy, Eileen	Hire	Substitute Teacher	\$140/day	9/20/2023
C	Toth, Timothy	Hire	Substitute Aide	\$21/hour	9/20/2023
D	Neidlinger, Chris	Salary Rate Adj	Custodian	\$21.90/hour	7/1/2023
E	Schafer, Matt	Salary Rate Adj	Custodian	\$24.70/hour	7/1/2023
F	Thomas, Luann	Hire	Instructional Aide	\$21/hour	ASAP

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
On Demand	Danielson Refresher	Kerr, D.	150.00	-

Roll Call Vote:

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

J. POLICY AND SCHOOL SECURITY COMMITTEE

Committee Report (D. Bryant, Chairperson):

- Discussed policies on the agenda for ratification.

Action Items:

Upon recommendation of the Chief School Administrator, motion to approve item 1:

Motion: Ms. Panaro **Second:** Ms. Burd

1. Policy Updates (Attachment 6)

BE IT RESOLVED, to approve the following Policies:

- 2415.30: Title I Ed Stability For Children in Foster Care
- 2415.04: Title I – District-Wide Parental Involvement

Roll Call Vote:

Ms. Bryant	Ms. Burd	Ms. Daneault	Ms. Monaghan	Ms. Panaro
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):

- Did not meet, planning to before next BOE meeting.

Action Items:

None.

M. LEBANON TOWNSHIP BOE

Liaison Report (D. Daneault):

- No report.

N. SHARED SERVICES COMMITTEE

Committee Report (E. Monaghan, Chairperson):

- Nothing to report.

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:

- Robert Celantano, resident, commended the district for the new flag.

R. EXECUTIVE SESSION

Motion: Ms. Bryant Second: Ms. Burd Time: 8:10 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 **20 mins**. 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: 4 Nays: - Abstentions: -

Executive Session

Reconvene into Public Session:

Motion: Ms. Bryant Second: Ms. Burd Time: 8:35 pm

Voice Vote: Ayes: 4 Nays: - Abstentions: -

S. ADJOURNMENT

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

BE IT RESOLVED, to adjourn the Regular Business Meeting of September 19, 2023 at 8:35 pm

Voice Vote: **Ayes:** 4 **Nays:** - **Abstentions:** -