

**HAMPTON BOARD OF EDUCATION
REGULAR BUSINESS MEETING MINUTES
December 19, 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

✓
✓
✓
x
✓

Ms. Elizabeth Monaghan- President
Ms. Dana Daneault - Vice President
Ms. Denise Bryant
Ms. Heather Burd
Ms. Nicole Panaro

✓
✓

Daniel Kerr, Chief School Administrator
Jim Schlessinger, Business Administrator

PRESENTATION:

- 2022-23 Audit Results: Laura Atwell, BKC CPAs
- HIB Training: Daniel Kerr

A. EXECUTIVE SESSION

None.

B. REVIEW OF MINUTES

- Regular Meeting – November 21, 2023 (Attachment 1A)
- Executive Session – November 21, 2023 (Attachment 1B)

Motion to approve the minutes as presented:

Motion: Ms. Daneault **Second:** Ms. Panaro

Roll Call Vote:

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

C. BOARD PRESIDENT’S REPORT: Ms. Monaghan

- Reminded board members to complete their NJSBA mandated training prior to December 31.

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

- QSAC update – upcoming schedule and requirements.
- World language update – Sarahs’ Spanish School – will start in the 3rd marking period for K-5.
- Educational Support Professional of the Year – Ms. Straight.
- Teacher of the Year – Ms. Walton.

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

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

Safety Drill Report:

	Date	Time	Evacuation Time
Fire Drill	11/16/2023	11:10 am	59 sec
Security Drill – Bus Evacuation	11/7/2023	9:30 am	n/a

Hampton Student Enrollment:

	Hampton In	Choice In	Total HPS	OOD	Choice Out
Pre-K (3)	11	-	11	-	-
Pre-K (4)	17	-	17	-	-
Kindergarten	12	1	13	-	-
1st Grade	16	2	18	-	2
2nd Grade	12	-	12	-	2
3rd Grade	17	2	19	-	1
4th Grade	11	-	11	-	1
5th Grade	8	-	8	1	1
Total Elementary	104	5	109	1	7
6th Grade	16	-	16	1	2
7th Grade	9	-	9	-	-
8th Grade	16	-	16	-	-
Total Middle School	41	-	41	1	2
TOTAL	145	5	150	2	9

Enrollment as of 12/12/2023

E. Business Administrator's Report – Jim Schlessinger

- Discussed highlights of selected agenda items.

F. Future Board of Education Meetings

- January 4, 2024 Reorganization and Regular Business Meeting (*first Thursday*)
- *Remainder of 2024 schedule discussed and will be confirmed at reorganization 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):

- None.

H. FACILITIES, FINANCE, AND TRANSPORTATION COMMITTEE

Committee Report (N. Panaro, Chairperson):

- Discussed sidewalk repair, walkway repair, additional gate at playground.

Action Items:

Upon recommendation of the Chief School Administrator, motion to approve items 1-5:

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

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 2023, and further that, in compliance with N.J.A.C. 6A:23A 16.10 (c)3 and (c)4, the Board of Education certifies that as of November 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 (Attachment 3)

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

Fund	Nov 22 – Dec 19
Fund 10 – Current Expense	8,183.06
Fund 11 – Current Expense	269,318.53
Fund 12 – Capital Expense	-
Fund 20 – Special Revenue	42,632.63
Fund 40 – Debt Service	-
Fund 50 – Food Service	3,744.24
Grand Total:	323,878.46

3. Monthly Budget Adjustments (Attachment 4)

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

4. Contract and MOA Approvals

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

ID	Att #	Party	Purpose	Term
A	5	State Law Enforcement MOA	State Law Enforcement MOA	2023-24 SY
B	6	Lebanon Township BOE	Joint Transportation Agreement	2023-24 SY

5. Facilities Usage

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

ID	Party	Facility	Purpose	Term
A	Bright and Beautiful Therapy Dogs	TBD	Social emotional learning	2023-24 SY

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):**

- Met and discussed upcoming negotiations.

Action Items:

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

Motion: Ms. Bryant **Second:** Ms. Panaro

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	J.Battle	Approve	Staff – Winter Concert	\$45/hour	12/21/2023
B	S.Morano	Approve	Staff – Winter Concert	\$45/hour	12/21/2023
C	K.Kingsland	Approve	Staff – Winter Concert	\$45/hour	12/21/2023
D	N.Hurford	Approve	Staff – Winter Concert	\$45/hour	12/21/2023
E	N.Tyerech	Appoint	Cursive Writing Club	\$45/hour	12/20/2023
F	T.Holt	Accept Resignation	Teacher	n/a	2/15/2024
G	A.Amey	Approve	Staff – Winter Concert	\$45/hour	12/21/2023
H	N.Tyerech	Approve	Staff – Winter Concert	\$45/hour	12/21/2023
I	L.Kolodii	Approve	Staff – Winter Concert	\$45/hour	12/21/2023

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):**

- Met and discussed health curriculum and policy 5756.

Action Items:

Upon recommendation of the Chief School Administrator, motion to approve items 2-3:

Motion: Ms. Panaro **Second:** Ms. Daneault

1. Policy Updates: none**2. QSAC District Performance Review ("DPR") (Attachment 7)**

BE IT RESOLVED, to approve the submission of the QSAC DPR self-assessment to the County Superintendent.

3. Threat Assessment Team

BE IT RESOLVED, to approve the Threat Assessment Team for the 2023-24 school year consisting of Matt Ryerson, Susan Straight, Jill Battle, and Daniel Kerr.

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):

- Ms. Daneault reported that the committee met and discussed the new health standards, the robotics club, and the addition of Spanish.

Action Items:

None.

L. PUBLIC RELATIONS AND STUDENT AFFAIRS COMMITTEE

Committee Report (E. Monaghan, Chairperson):

- Did not meet – nothing to report.

Action Items:

None.

M. LEBANON TOWNSHIP BOE

Liaison Report (D. Daneault):

- LTBOE has held numerous meetings as part of their CSA and Valley View principal search; process nearing conclusion.
-

N. SHARED SERVICES COMMITTEE

Committee Report (E. Monaghan, Chairperson):

- No 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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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:

- None.

R. EXECUTIVE SESSION

None.

S. ADJOURNMENT

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

BE IT RESOLVED, to adjourn the Regular Business Meeting of December 19, 2023 at 8:26 pm

Voice Vote: **Ayes:** 4 **Nays:** -0- **Abstentions:** -0-