

**HAMPTON BOARD OF EDUCATION
REGULAR BUSINESS MEETING MINUTES
May 7, 2024**

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

☒	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:

- None.

A. EXECUTIVE SESSION

Motion: Ms. Bryant **Second:** Ms. Burd **Time:** 7:02 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 one or more of the following matters: **personnel**. It is anticipated that the Executive Session may last approximately **10 minutes**. 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. Daneault **Second:** Ms. Bryant **Time:** 7:17 pm

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

B. REVIEW OF MINUTES

- Regular Meeting – April 25, 2024 (Attachment 1A)
- Executive Session – April 25, 2024 (Attachment 1B)

Motion to approve the minutes as presented:

Motion: Ms. Panaro **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

- No report.

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

- School Activities: Concert 5/8, family luncheon 5/10 (106 attendees registered so far), Teacher Appreciation Week.
- Outdoor Learning Center Update / Planning Board.

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

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
April 2024	0	0	N	N
March 2024	1	1	Y	Y

Safety Drill Report:

	Date	Time	Evacuation Time
Fire Drill	4/26/2024	10:04 am	0 min, 54 sec
Security Drill – Evacuation	4/22/2024	12:20 pm	2 min

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	17	-	17	1	-
7th Grade	9	-	9	-	1
8th Grade	16	-	16	-	-
Total Middle School	42	-	42	1	1
TOTAL	146	5	151	2	8

Enrollment as of 5/2/2024

E. Business Administrator's Report – Jim Schlessinger

- Gave brief highlights of addendum items.

F. Future Board of Education Meetings

- June 18, 2024 Regular Business Meeting
- July 16, 2024 Regular Business Meeting – only if needed
- August 20, 2024 Regular Business Meeting
- September 17, 2024 Regular Business Meeting
- October 15, 2024 Regular Business Meeting
- November 19, 2024 Regular Business Meeting
- December 17, 2024 Regular Business Meeting
- January 6, 2025 Annual Reorganization and 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):

- Corey Jacobus, resident, brought to the Board’s attention that the calendar on the website doesn’t accurately reflect the meeting schedule.

H. FACILITIES, FINANCE, AND TRANSPORTATION COMMITTEE

Committee Report (N. Panaro, Chairperson):

- Did not meet – no report.

Action Items:

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

Motion: Ms. Burd **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 April 2024, 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 April 30, 2024, 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 3A)

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

Fund	Apr 26 – May 7	May 7 Add’l	Total 4/26-5/7
Fund 10 – Current Expense	4,051.97	-	4,051.97
Fund 11 – Current Expense	26,700.20	99,527.73	126,227.93
Fund 12 – Capital Expense	-	-	-
Fund 20 – Special Revenue	15,720.11	493.05	16,213.16
Fund 40 – Debt Service	-	-	-
Fund 50 – Food Service	-	-	-
Grand Total:	46,472.28	100,020.78	146,493.06

3. Monthly Budget Adjustments (Attachment 4)

BE IT RESOLVED, to approve all budget adjustments as recommended by the Superintendent and School Business Administrator for April 2024.

4. Contract and MOA Approvals

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

ID	Att #	Party	Purpose	Term
A	5	BKC, CPAs	Auditor Services	2024-25 SY
B	6	CDK Systems, Inc.	Accounting Software	2024-25 SY
C	7	Green Brook Family Medicine	School Physician	2024-25 SY
D	8	Hunterdon County ESC	Contracted Services	2024-25 SY
E	9	Phoenix Advisors	Municipal Advisor Services	2024-25 SY
F	10	Realtime	Student/Staff Data System	2024-25 SY
G	11	Warren County Special Services SD	Coordinated Transportation Agreement	2024-25 SY
H	13	Allison Peck, PT	Physical Therapy Services	2024-25 SY
I	14	Hunterdon County ESC	Technology Support Services	2024-25 SY

5. Facilities Usage

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

ID	Party	Facility	Purpose	Term
A	School Based Youth Services (SBYS) Hunterdon Health	Gym & Library	Summer Rec Program <i>(exact dates to be dictated by program)</i>	6/24 - 8/30/2024 8am-2pm

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):

- Met with HEA to finalize negotiations of new agreement on 5/6

Action Items:

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

Motion: Ms. Daneault Second: Ms. Bryant

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	Morano, Sarah	ESY	ESY Teacher	TBD	7/8 - 8/8/2024
B	Toth, Patricia	ESY	ESY Teacher	TBD	7/8 - 8/8/2024
C	Valle, Deana	ESY	ESY Teacher	TBD	7/8 - 8/8/2024
D	Hurford, Noreen	ESY	ESY Aide	TBD	7/8 - 8/8/2024
E	Groff, Malena	ESY	ESY Aide	TBD	7/8 - 8/8/2024

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
5/20/2024	Responsive Classroom Virtual Training	Kingsland, Kate	\$885	0
5/20/2024	School Security Workshop -	Kerr, Dan	0	116 Miles
5/31/2024	School Policy –Strauss Esmay	Kerr, Dan	0	112 Miles
6/5/24	Special Education Law Update –Comegno	Kerr, Dan	0	92 Miles

3. Non-Tenured Teacher Contracts 2024-25

Motion to approve offering an employment contract to the following list of Non-Tenured Teachers for the 2024-25 school year at an annual salary determined by the 2024-29 collective bargaining agreement.

Teacher	Position	FTE
Amey, Adrienne	Teacher	1.0
Ayers, Gabriella	Teacher	1.0
Battle, Jill	Teacher	1.0
Kingsland, Katherine	Teacher	1.0
Kolodii, Larysa	Teacher	0.15
Mora, Melinda	Teacher	0.6
Morano, Sarah	Teacher	1.0
Puppo, Amy	LDTC	0.4
Straight, Susan	Nurse	1.0
Toth, Patricia	Teacher	1.0
Valle, Deana	Teacher	1.0

4. Tenured Teacher Contracts 2024-25

Motion to approve offering an employment contract to the following list of Tenured Teachers for the 2024-25 school year at an annual salary determined by the 2024-29 collective bargaining agreement.

Teacher	Position	FTE
Grossman, Michael	Teacher	1.0
MacEwen, Alexandra	Teacher	1.0
Ryerson, Matthew	Teacher	1.0
Scherer, Courtney	Psychologist	0.4
Tyerech, Nancy	Teacher	1.0
Walton, Kathleen	Special Ed. Teacher	1.0

5. Non-Certificated Staff Contracts 2024-25

Motion to approve offering an employment contract to the following list of Non-Certificated Staff for the 2024-25 school year at an annual salary determined by the 2024-29 collective bargaining agreement.

Employee	Position	FTE
Bostock, Theresa	Custodian	1.0
Neidlinger, Christopher	Custodian	0.8
Schafer, Matthew	Custodian	0.4

6. Non-Affiliated Staff Contracts 2024-25

Motion to approve offering an employment contract to the following list of Non-Affiliated staff members for the 2024-25 school year.

Employee	Position	FTE
Gizis, Dawn	Main office secretary	1.0
Groff, Malena	Instructional Aide	1.0
Hurford, Noreen	Instructional Aide	1.0
Kolodii, Larysa	Instructional Aide	0.85
O'Brien, Teresa	Treasurer	n/a
Thomas, Luann	Instructional Aide	1.0
Yaple, Heather	Instructional Aide	1.0

7. Collective Bargaining Agreement (Attachment 15)

Motion to approve the Collective Bargaining Agreement between the Board and the Hampton Education Association effective July 1, 2024 through June 30, 2029.

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):

- Did not meet – no report.

Action Items:

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

Motion: Ms. Panaro Second: Ms. Daneault

1. Policy Updates: (Attachment 12)

BE IT RESOLVED, to approve the second reading of the following Policies:

R 2200 (rev)	Curriculum Content
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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):

- Met and discussed the process for selecting a new math curriculum.

Action Items:

None.

L. PUBLIC RELATIONS AND STUDENT AFFAIRS COMMITTEE

Committee Report (E. Monaghan, Chairperson):

- Did not meet – no report.

Action Items:

None.

M. LEBANON TOWNSHIP BOE

Liaison Report (E. Monaghan):

- Recent board meeting contained the budget hearing.
-

N. SHARED SERVICES COMMITTEE

Committee Report (E. Monaghan, Chairperson):

- Roundtable meeting series of the BOE presidents and vice presidents of local districts is planning to resume.

Action Items:

None.

O. OLD BUSINESS

- None.
-

P. NEW BUSINESS

- None.
-

Q. 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:

- Karen Cunningham, resident, asked for information regarding how assessment scores are progressing.
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R. EXECUTIVE SESSION

None.

S. ADJOURNMENT

Motion: Ms. Daneault Second: Ms. Burd

BE IT RESOLVED, to adjourn the Regular Business Meeting of May 7, 2024 at 7:41 pm

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