

**HAMPTON BOARD OF EDUCATION
REGULAR BUSINESS MEETING MINUTES
September 17, 2024**

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:

- NJSBA field representative Patricia Rees presented to and led a discussion with the Board regarding updating the Board's goals.

A. EXECUTIVE SESSION

None.

B. REVIEW OF MINUTES

- Regular Meeting – August 20, 2024 (Attachment 1A)
- Executive Session – August 20, 2024 (Attachment 1B)

Motion to approve the minutes as presented:

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

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

- Update on the first days of school; facilities projects.
- Back to School Night – 9/19 at 7 pm.

Harassment, Intimidation, and Bullying (HIB) Report -2024-2025

| Month | # Incidents Investigated | # Incidents HIB Confirmed | Remediation (Y/N) | Discipline (Y/N) |
|-------------|--------------------------|---------------------------|-------------------|------------------|
| August 2024 | 0 | 0 | N | N |
| July 2024 | 0 | 0 | N | N |

Safety Drill Report:

| | Date | Time | Evacuation Time |
|-----------------------------|-----------|----------|-----------------|
| Fire Drill | 8/30/2024 | 10:25 AM | 58 sec |
| Security Drill – Evacuation | 8/8/2024 | 11:55 AM | 5 minutes |

Hampton Student Enrollment:

| | Hampton In | Choice In | Total HPS | OOD | Choice Out |
|----------------------------|------------|-----------|------------|----------|------------|
| Pre-K (3) | 10 | - | 10 | - | - |
| Pre-K (4) | 14 | - | 14 | - | - |
| Kindergarten | 19 | - | 19 | - | 2 |
| 1st Grade | 12 | 1 | 13 | - | - |
| 2nd Grade | 15 | 2 | 17 | - | 2 |
| 3rd Grade | 12 | - | 12 | - | 2 |
| 4th Grade | 15 | 2 | 17 | - | 1 |
| 5th Grade | 11 | - | 11 | - | 2 |
| Total Elementary | 108 | 5 | 113 | - | 9 |
| 6th Grade | 10 | - | 10 | 1 | - |
| 7th Grade | 18 | - | 18 | 1 | - |
| 8th Grade | 10 | - | 10 | - | 1 |
| Total Middle School | 38 | - | 38 | 2 | 1 |
| TOTAL | 146 | 5 | 151 | 2 | 10 |

Enrollment as of 9/12/2024

E. Business Administrator's Report – Jim Schlessinger

- ARP/ESSER grant update.

F. Future Board of Education Meetings

- 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):

- None.

H. FACILITIES, FINANCE, AND TRANSPORTATION COMMITTEE

Committee Report (N. Panaro, Chairperson):

- Project update.

Action Items:

Upon recommendation of the Chief School Administrator, motion to approve **items 1-6**:

Motion: Ms. Burd Second: Ms. Bryant

1. 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 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 July 31 and August 31, 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 & 3B)

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

| Fund | Aug 21 – Aug 31 | Sep 1 – Sep 17 | Total |
|---------------------------|------------------|-------------------|-------------------|
| Fund 10 – Current Expense | 444.09 | 3,604.15 | 4,048.24 |
| Fund 11 – Current Expense | 40,657.19 | 148,195.98 | 188,853.17 |
| Fund 12 – Capital Expense | - | - | - |
| Fund 20 – Special Revenue | 41,041.47 | 60,443.81 | 101,485.28 |
| Fund 40 – Debt Service | 17,600.00 | - | 17,600.00 |
| Fund 50 – Food Service | - | 676.88 | 676.88 |
| Grand Total: | 99,742.75 | 212,920.82 | 312,663.57 |

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 2024.

4. Contract and MOA Approvals

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

| ID | Att # | Party | Purpose | Term |
|----|-------|-----------------|--------------------------------------|------------|
| A | 5 | High Bridge BOE | Shared Art Teacher | 2024-25 SY |
| B | 6 | High Bridge BOE | Shared Preschool Instructional Coach | 2024-25 SY |

5. Facilities Usage

None.

6. Health and Safety Evaluation of School Buildings Checklist 2024-25 (Attachment 7)

BE IT RESOLVED, to approve the Health and Safety Evaluation of School Buildings Checklist for the 2024-25 school year

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 staffing needs and contracts.

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 | Puppo, Amy | Resignation | LDTC | n/a | 10/23/2024 |
| B | Valle, Deana | Salary Adjustment from: MA, Step 3 to: MA+15, Step 3 | Teacher | \$67,927 | 9/1/2024 |
| C | Neidlinger, Chris | Appoint | Integrated Pest Management Coordinator | n/a | 9/1/2024 |

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 |
|------------|----------------------------------|-------------|-------------------------|---------|
| 10/11/2024 | PreK – West Portal Pumpkin Patch | Preschool | \$12/student Bus TBD | |

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):**

- No report.

Action Items:

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

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

1. Policies for Second Reading (Attachment 8)

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

| | |
|------------|----------------------|
| P & R 3160 | Physical Examination |
| P & R 4160 | Physical Examination |
| R 5200 | Attendance |
| R 8467 | Firearms and Weapons |

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):

- No report.

Action Items:

None.

L. PUBLIC RELATIONS AND STUDENT AFFAIRS COMMITTEE

Committee Report (E. Monaghan, Chairperson):

- Discussed clubs and activities for the 2024-25 school year.

Action Items:

None.

M. LEBANON TOWNSHIP BOE

Liaison Report (E. Monaghan):

- LTBOE had its regular business meeting; no significant items to discuss.

N. SHARED SERVICES COMMITTEE

Committee Report (E. Monaghan, Chairperson):

- Spanish teacher (shared with Califon and High Bridge) has started.

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:

- None.

R. EXECUTIVE SESSION

None.

S. ADJOURNMENT

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

BE IT RESOLVED, to adjourn the Regular Business Meeting of September 17, 2024 at 8:13 pm.

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

Respectfully submitted,



James Schlessinger, SBA/BS