

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

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**CALL TO ORDER - Ms. Monaghan, Board President    Time: 7:03 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:**

- HIB Update – Annual BOE Training: D. Kerr

## **A. EXECUTIVE SESSION**

None.

## **B. REVIEW OF MINUTES**

- Regular Meeting – November 19, 2024 (Attachment 1)

**Motion to approve the minutes as presented:**

**Motion:** Ms. Panero **Second:** Ms. Bryant

**Roll Call Vote:**

<b>Ms. Bryant</b>	<b>Ms. Burd</b>	<b>Ms. Daneault</b>	<b>Ms. Monaghan</b>	<b>Ms. Panaro</b>
Yes	Yes	Yes	Yes	Yes

## **C. BOARD PRESIDENT’S REPORT: Ms. Monaghan**

- Asked that the BOE members complete their mandated training if not already done.

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

- School activities
- Draft 2025-26 school calendar
- NJ State Police walkthrough

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

<b>Month</b>	<b># Incidents Investigated</b>	<b># Incidents HIB Confirmed</b>	<b>Remediation (Y/N)</b>	<b>Discipline (Y/N)</b>
November 2024	0	0	N	N
October 2024	1	0	N	N

### **Safety Drill Report:**

	<b>Date</b>	<b>Time</b>	<b>Evacuation Time</b>
Fire Drill	11/15/2024	10:36 am	1 min, 04 sec
Security Drill – Bus Evacuation	11/20/2024	9:37 am	n/a
Security Drill – Lockdown	11/21/2024	11:08 am	n/a

### 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	13	-	13	-	2
4th Grade	17	1	18	-	-
5th Grade	11	-	11	-	1
<b>Total Elementary</b>	<b>111</b>	<b>4</b>	<b>115</b>	<b>-</b>	<b>7</b>
6th Grade	8	-	8	1	-
7th Grade	18	-	18	1	-
8th Grade	9	-	9	-	1
<b>Total Middle School</b>	<b>35</b>	<b>-</b>	<b>35</b>	<b>2</b>	<b>1</b>
<b>TOTAL</b>	<b>146</b>	<b>4</b>	<b>150</b>	<b>2</b>	<b>8</b>

Enrollment as of 12/11/2024

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### E. Business Administrator's Report – Jim Schlessinger

- Updated Board on issues related to advertising in the coming months
- Discussed draft calendar of 2025 BOE meetings

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### F. Future Board of Education Meetings

- January 6, 2025                      Annual Reorganization and Regular Business Meeting
- *Draft of 2025 Meeting Schedule*

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### 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.

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### H. FACILITIES, FINANCE, AND TRANSPORTATION COMMITTEE

#### Committee Report (N. Panaro, Chairperson):

- Discussed the increase in rates for water from the Borough
- Gave updates on facilities initiatives and projects

**Action Items:**

Upon recommendation of the Chief School Administrator, motion to approve **items 1-4**:

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

**1. 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 months of November 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 November 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 & 3B)**

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

Fund	Nov 20 – Nov 30	Dec 1 – Dec 17	Total
Fund 10 – Current Expense	3,825.21	(2,554.99)	<b>1,270.22</b>
Fund 11 – Current Expense	65,949.00	216,570.71	<b>282,519.71</b>
Fund 12 – Capital Expense	-	-	-
Fund 20 – Special Revenue	12,871.51	24,592.48	<b>37,463.99</b>
Fund 40 – Debt Service	-	-	-
Fund 50 – Food Service	-	9,498.25	<b>9,498.25</b>
<b>Grand Total:</b>	<b>82,645.72</b>	<b>248,106.45</b>	<b>330,752.17</b>

**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 2024.

**4. Contract and MOA Approvals**

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

ID	Att #	Party	Purpose	Term
A	5	Hunterdon County ESC	Coordinated transportation	2024-25 SY

**Roll Call Vote:**

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

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**I. PERSONNEL AND NEGOTIATIONS COMMITTEE****Committee Report (D. Daneault, Chairperson):**

- Discussed CSA contract

**Action Items:**

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

**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	Joseph, Candace	Hire	Instructional Aide	\$22.00/hour	12/02/2024

## 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
SY 2024-25	The Practical Behavior Approach Course (professional development)	S. Morano	\$199.00	n/a
12/9/2024	Preschool Administrator Meeting	D. Kerr	Mileage only	78 (rndtrp)

### 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):

- HIB Updates
- NJSP inspection/walkthrough
- Title I

### Action Items:

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

Motion: Ms. Burd Second: Ms. Daneault

## 1. Choice Seat Lottery

BE IT RESOLVED, to approve the results of the lottery for the district's one open "choice" seat as follows:

- Awarded to applicant #182854.
- Remaining applicants will be placed on the waiting list for the next available opening.

### 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):

- Discussed special education services
- Google classroom

**Action Items:**

None.

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**L. PUBLIC RELATIONS AND STUDENT AFFAIRS COMMITTEE**

**Committee Report (E. Monaghan, Chairperson):**

- Discussed having more family-oriented events
- Pre-K Parent Advisory Council met.

**Action Items:**

None.

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**M. LEBANON TOWNSHIP BOE**

**Liaison Report (E. Monaghan):**

- Financial audit was presented at the last meeting
  - Discussed enrollment numbers of Lebanon Township residents
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**N. SHARED SERVICES COMMITTEE**

**Committee Report (E. Monaghan, Chairperson):**

- Attended the meeting with Hampton and the Hampton DPW.

**Action Items:**

None.

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**O. OLD BUSINESS**

- Need to revisit and refresh board goals for the reorganization meeting
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**P. NEW BUSINESS**

- Draft school calendar for the 2025-26 school year discussions will be forthcoming
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**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

*During each regular meeting, two opportunities are provided for citizens to ask questions and to make comments. 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:**

- Sean Holland, resident, expressed concern for the impact of the increase in water rates on taxes and asked that the BOE and the Borough try to work together to minimize costs.

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**R. EXECUTIVE SESSION**

**Motion:** Ms. Bryant      **Second:** Ms. Daneault      **Time:** 8:22 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 contractual issues. It is anticipated that the length of this closed session will be 30 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. Daneault      **Second:** Ms. Burd      **Time:** 9:41 pm

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

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**S. ADJOURNMENT**

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

BE IT RESOLVED, to adjourn the Regular Business Meeting of December 17, 2024 at 9:41 pm.

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