

**HAMPTON BOARD OF EDUCATION  
REORGANIZATION AND REGULAR BUSINESS MEETING AGENDA  
JANUARY 6, 2025**

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**CALL TO ORDER** - Ms. Monaghan, Board President   Time: \_\_\_\_\_

**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.

**REORGANIZATION AGENDA:**

**ELECTION RESULTS**

Duly Elected Member of the Board of Education:

- Denise Bryant                      3-year term
- Dana Daneault                    3-year term

**OATH OF OFFICE**

Mr. Schlessinger, Board Secretary, to administer the Oath of Office to the newly elected Board Members, as per N.J.S.A. 18A:12-2.1, R.S. 41:1-3.

**Roll Call – Jim Schlessinger, Business Administrator**

<input type="checkbox"/>	Ms. Denise Bryant
<input type="checkbox"/>	Ms. Heather Burd
<input type="checkbox"/>	Ms. Dana Daneault
<input type="checkbox"/>	Ms. Elizabeth Monaghan
<input type="checkbox"/>	Ms. Nicole Panaro

<input type="checkbox"/>	Daniel Kerr, Chief School Administrator
<input type="checkbox"/>	Jim Schlessinger, Business Administrator

**NOMINATION AND ELECTION OF OFFICERS (Policy 9100)**

Mr. Schlessinger to open the floor to nominations for President of the Board of Education.

**1. Open Nomination for Board President**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

Nominations:

- \_\_\_\_\_
- \_\_\_\_\_

**Roll Call Vote:**

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

.....

***Newly elected President assumes the chair.***

.....

Board President to open the floor to nominations for Vice President of the Board of Education.

**2. Open Nomination for Board Vice President**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

Nominations:

- \_\_\_\_\_
- \_\_\_\_\_

**Roll Call Vote:**

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

**3. Motion to adopt the New Jersey School Boards Association Code of Ethics for School Board Members, 18A:12-24.1 as follows:**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

- a. "I will uphold and enforce all laws, rules and regulations of the State Board of Education and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution."

BE IT FURTHER RESOLVED that the Board acknowledges receipt of the Code of Ethics material forwarded by the NJ School Boards Association; and

Finally Resolved, in accordance with N.J.A.C. 18A: 12-24.1, each Board Member will be asked to sign the ACKNOWLEDGEMENT OF RECEIPT of the Code of Ethics for School Board Members, and to forward the form to the Board Secretary.

**Roll Call Vote:**

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

**Motion to adopt Reorganization items 4-14:**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

- 4. BE IT RESOLVED, to re-adopt all current written policies, by-laws and regulations in the official Policy Manual of the Hampton Borough School District from the date of the Organizational Meeting in the next calendar year unless modified by the Board of Education in accordance with those applicable policies, by-laws and/or regulations.

5. BE IT RESOLVED, to recommend that the Board of Education to the extent consistent with the State Law, Policies, and Bylaws of the Board, will be guided by “Robert’s Rules of Order” as per Board Policy.
6. BE IT RESOLVED, to recommend the Board of Education of Hampton, in the County of Hunterdon, New Jersey, authorize the Business Administrator to invest school district funds within statutory limitations and process bank wire transfers; and

BE IT FURTHER RESOLVED that the following be and are hereby designated as the official depositories of the Board and authorized signatures of same, effective January 6, 2025 until the next Reorganization meeting of this Board as follows:

General Account	Three signatures required: President, Board Secretary and Treasurer
Payroll Account	One signature required: Treasurer
Payroll Agency Account	One signature required: Treasurer
Summer Pay Account	Two signatures required: Business Administrator, Superintendent
Student Activity Account	Two signatures required: Superintendent, Building Supervisor/Principal
Money Market Account	Business Administrator/Board Secretary to act as Investment Officer

**Recommend** that all funds on deposit in the Current Account, Payroll Agency Account, Payroll Account, Money Market Account, Summer Pay Account, and Student Activities Account at Citizens Bank be withdrawn only on School Warrant of said Board of Education as per signature cards which are approved by the Board of Education.

7. BE IT RESOLVED, to approve the following designations of the depository of record:
  - Citizens Bank as the depository of record for the Hampton Borough Board of Education accounts; and
  - that investments can be secured in any other bank holding a current certificate of eligibility from the State of New Jersey Banking Association.
8. BE IT RESOLVED, to authorize the Superintendent in conjunction with the Business Administrator/Board Secretary to approve line item transfers as necessary between board meetings and such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting, pursuant to N.J.S.A 18A:22-8.1.
9. BE IT RESOLVED, to authorize the Business Administrator/Board Secretary to approve the payment of bills between board meetings pursuant to N.J.S.A. 18A:19- 4.1. Such warrants shall be presented to the board at the next Regular Business Meeting for ratification.
10. BE IT RESOLVED, to approve the following 403(b) plan providers:
  - AXA Equitable
  - Security Benefit
11. BE IT RESOLVED, that the Annual Regular Business Travel Limit per Employee Pursuant to the provisions of N.J.A.C. 6A:23A-7.3(b) and board policy, the Board of Education authorizes an annual maximum amount per employee not to exceed \$1,500 for regular business travel only for which prior Board approval is not required.
12. BE IT RESOLVED, to authorize, pursuant to N.J.S.A. 18A:22-8.1 amended, the Superintendent and the Business Administrator to approve line item transfers as necessary between board meetings and that such transfers shall be reported to the Board of Education, ratified, and duly recorded in the minutes of the next regular meeting.

BE IT FURTHER RESOLVED that the Business Administrator may approve the payment of bills between board meetings pursuant to N.J.S.A. 18A:19-4.1. Such warrants shall be presented to the board at the next Regular Business Meeting for ratification.

**13. BE IT RESOLVED**, to approve the New Jersey minimum chart of accounts.

**14. BE IT RESOLVED**, to approve the use of State Contracts per Title 18A:18A-10 which provides that, “A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property”; and

WHEREAS, the Hampton Borough Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts; and

WHEREAS, the Hampton Borough Board of Education desires to authorize its purchasing agent for the 2025 calendar year to make any and all purchases necessary to meet the needs of the school district throughout the school year; and therefore, be it

RESOLVED, that Hampton Borough Board of Education does hereby authorize the District Purchasing Agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property.

**Roll Call Vote:**

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

**15. Motion to approve district appointments:**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

BE IT RESOLVED, to approve the following 2025 district appointments:

Appointment	Staff Assigned
A.H.E.R.A. Designee	Theresa Bostock
Accounting Software	CDK Systems
ADA Coordinator	Daniel Kerr
Affirmative Action Officer	James Schlessinger / Hunterdon ESC
Architect	SSP Architectural Group
Auditor	BKC Certified Public Accountants, PC
Board Attorney	Scarinci Hollenbeck
Special Council	TBD
Board Secretary	James Schlessinger
Chemical Hygiene Officer	Susan Straight
Custodian of Government Records	James Schlessinger
District Anti-Bullying Coordinator	Daniel Kerr
District Anti-Bullying Specialist	Melinda Mora
District Purchasing Agent	James Schlessinger
Financial Advisory Services	Phoenix Advisors, LLC
Flexible Spending Administrator	AFLAC
Homeless Liaison	Daniel Kerr
Indoor Air Quality/PEOSH Designee	Theresa Bostock
Insurance Broker	Brown and Brown
Integrated Pest Management Designee	Theresa Bostock

NJ DCP&P Coordinator	Daniel Kerr
Official Newspaper	Express Times Star Ledger
Payroll Services	R&L Payroll Services, Inc.
Public Agency Compliance Officer	James Schlessinger
Right to Know Officer	Theresa Bostock
Safety and Health Designee	Susan Straight
School Attendance Officer	Daniel Kerr
School Safety Specialist	Daniel Kerr
Section 504 Coordinator	Daniel Kerr
Student Data Management Software	Real Time
Substance Awareness Counselor	Susan Straight
Treasurer of School Monies	Teresa Barna

**Roll Call Vote:**

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

**Motion to adopt Reorganization items 16-25:**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

**16. BE IT RESOLVED, to approve item 16 of the reorganization as presented.**

WHEREAS the procurement Law 18A:18A-2, was signed into law by former Governor Whitman and became effective on April 17, 2000, and;

WHEREAS 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and;

WHEREAS 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and;

WHEREAS, 18A:18A-3 also authorizes a board of education to establish a bid threshold of \$32,000, which shall be increased to \$44,000, if they employ a qualified purchasing agent as determined by the Department of Community Affairs, and;

WHEREAS 18A:18A-37, c. provides that all contracts that are in the aggregate less than 15% (\$4,800, \$6,600 in the case of a qualified purchasing agent) of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations if so, authorized by Board resolution.

NOW THEREFORE BE IT RESOLVED, that the Hampton Board of Education, pursuant to the statutes cited above, hereby appoints James Schlessinger, School Business Administrator, as its duly authorized purchasing agent, and is duly assigned the authority and responsibility for the purchasing activity of the District, and;

BE IT FURTHER RESOLVED, that James Schlessinger is hereby authorized to award contracts on behalf of the Hampton Board of Education that are in the aggregate less than 15% of the bid threshold without soliciting

competitive quotations, and;

BE IT FURTHER RESOLVED, that James Schlessinger is hereby authorized to seek competitive quotations, when applicable and practicable and award such contracts when they in the aggregate exceed 15% of the bid threshold but less than the established bid threshold, and

**17. BE IT RESOLVED,** to approve item 17 of the reorganization as presented.

Recommend the Board of Education of Hampton, in the County of Hunterdon, New Jersey, authorizes the Superintendent, to collect and maintain the following types of pupil records as required by N.J.A.C. 6:3-6:1 et seq and Board of Education Policy #5125:

- Personal data identifying each pupil enrolled in the district including pupil's name, address, date of birth, name of parent(s)/guardian(s) citizenship and gender;
- Recording religious or political affiliation of pupil or parent is prohibitive unless requested by the parent;
- Daily attendance;
- Description of pupil progress, including grade level, according to evaluation system used by the district;
- History and status of physical health per state regulations;
- Special education records pursuant to relevant rules and laws;
- All other records required by the New Jersey State Board of Education.

**18. BE IT RESOLVED,** to approve the adoption of the existing Contracts and Agreements to which the Hampton Board is a party and where continuation is not authorized by law.

**19. BE IT RESOLVED,** to approve fee schedule for use of the school facility for the period January 6, 2025 until the next reorganization meeting as per Board Policy and as follows:

- Non-profit Organizations located in or servicing the citizens of Hampton Borough, NJ:
- No Use Charge
- Non-profit Organizations located outside of Hampton Borough, NJ:
- \$30/school year each classroom
- \$65/use nights or weekends
- \$135/season for youth sports
- Exterior Athletic Fields- \$150/day

**20. BE IT RESOLVED,** to re-adopt all current written curriculum, textbooks, workbooks, and ancillary materials of the district for grades K-5 for the period from the date of this Organization Meeting until the Organization Meeting of the next calendar year, unless modified upon recommendation of the Superintendent.

Subject	Grade	Curricular Program
Math	PK - 5	My Math
Reading	PK – 5	Amplify
Writing	PK – 3 4 – 5	Handwriting without Tears and Foundations Writer's Workshop
Science	K – 3 4 – 5	Mystery Science TCi Science
Social Studies	K – 3 4 – 5	Scholastic News, School News Harcourt Social Studies

**21. BE IT RESOLVED,** to approve the "Charlotte Danielson: The Framework for Teaching (2013 Edition)" instrument to evaluate staff for the 2025-2026 school year.

22. BE IT RESOLVED, to approve the “Marshall Principal Evaluation Rubrics” as the evaluation instrument for administrators for the 2025-2026 school year.

23. BE IT RESOLVED, to approve the following dates for meetings of the Hampton Public School Board of Education for 2025 (third Tuesday of each month unless otherwise noted):

- January 6, 2025 Annual Reorganization & Regular Meeting (first Monday)
- February 18, 2025 Regular Business Meeting
- March 18, 2025 Regular Business Meeting / Preliminary Budget Approval
- April 29, 2025 Regular Business Meeting / Budget Hearing / Personnel Approval (fourth Tuesday)
- May 20, 2025 Regular Business Meeting
- June 17, 2025 Regular Business Meeting
- July 15, 2025 Regular Business Meeting – only if needed
- August 19, 2025 Regular Business Meeting
- September 16, 2025 Regular Business Meeting
- October 21, 2025 Regular Business Meeting
- November 18, 2025 Regular Business Meeting
- December 16, 2025 Regular Business Meeting
- January 6, 2026 Annual Reorganization & Regular Meeting (first Tuesday)

**TIME AND LOCATION OF MEETINGS:**

7:00 P.M. (unless otherwise noted)

Hampton Public School Library

32-41 South Street, Hampton, NJ

24. BE IT RESOLVED, to approve the following Board Member liaison/representative assignments:

Appointment	Board Member Assigned
Hampton BoE Representative at Lebanon Township meetings	
Hampton Town Council Liaison	
Hampton Planning Board	

25. BE IT RESOLVED, to approve the following Board Member committee assignments:

Committee	Board Members Assigned
Facilities, Finance, and Transportation	
Public Relations and Student Affairs	
Curriculum, Instruction, and Technology	
Negotiations and Personnel	
Policy and School Security	
Regionalization Committee	

**Roll Call Vote:**

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



## **COMMENTS FROM THE PUBLIC**

***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 first opportunity, early on the agenda, comments are invited regarding subjects on this agenda. The second opportunity occurs just prior to adjournment, when 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 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:**

- \_\_\_\_\_
- \_\_\_\_\_

## **REGULAR BUSINESS AGENDA:**

### **PRESENTATION:**

- 2023-24 Financial Audit: Laura Atwell, BKC LLP
- \_\_\_\_\_

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### **A. EXECUTIVE SESSION**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**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: \_\_\_\_\_. It is anticipated that the Executive Session may last approximately \_\_\_\_\_. 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:** \_\_\_\_\_    **Nays:** \_\_\_\_\_    **Abstentions:** \_\_\_\_\_

#### ***Executive Session***

#### **Reconvene into Public Session:**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Voice Vote:**    **Ayes:** \_\_\_\_\_    **Nays:** \_\_\_\_\_    **Abstentions:** \_\_\_\_\_

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### **B. REVIEW OF MINUTES**

- Regular Meeting – December 17, 2024 (Attachment 1A)
- Executive Session – December 17, 2024 (Attachment 1B)

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

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

#### **Roll Call Vote:**

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

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

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

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

- \_\_\_\_\_
- \_\_\_\_\_

- \_\_\_\_\_

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

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
December 2024	0	0	-	-
November 2024	0	0	-	-

**Safety Drill Report:**

	Date	Time	Evacuation Time
Fire Drill	12/10/2024	9:33 am	1min, 22 sec
Security Drill – Hold Drill	12/19/2024	10:43 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	13	1	14	-	-
2nd Grade	15	1	16	-	2
3rd Grade	13	-	13	-	2
4th Grade	17	1	18	-	-
5th Grade	11	-	11	-	1
<b>Total Elementary</b>	<b>112</b>	<b>3</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>147</b>	<b>3</b>	<b>150</b>	<b>2</b>	<b>8</b>

*Enrollment as of 1/2/2025*

**E. Business Administrator’s Report – Jim Schlessinger**

- \_\_\_\_\_
- \_\_\_\_\_

**F. Future Board of Education Meetings**

- *As per 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):**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

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

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

- \_\_\_\_\_
- \_\_\_\_\_

**Action Items:**

Upon recommendation of the Chief School Administrator, motion to approve items 1-3:

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

**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 December 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 December 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 3)**

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

Fund	Dec 18 – Jan 6
Fund 10 – Current Expense	0.00
Fund 11 – Current Expense	0.00
Fund 12 – Capital Expense	-
Fund 20 – Special Revenue	0.00
Fund 40 – Debt Service	-
Fund 50 – Food Service	-
<b>Grand Total:</b>	<b>0.00</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 December 2024.

**4. Contract and MOA Approvals**

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

ID	Att #	Party	Purpose	Term
A				

## 5. ~~Facilities Usage~~

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

ID	Party	Facility	Purpose	Term
A				

### Roll Call Vote:

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

## I. PERSONNEL AND NEGOTIATIONS COMMITTEE

### Committee Report (D. Daneault, Chairperson):

- \_\_\_\_\_
- \_\_\_\_\_

### Action Items:

None.

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

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

### 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	Grossman, M.	Appoint	Club Advisor – Chess <sup>1</sup> (16 sesssions)	\$680.00	Jan 13 – May 19, 2025
B	Tyerech, N.	Appoint	Club Advisor – Book Club <sup>1</sup> (17 sesssions)	\$720.00	Jan 16 – May 2, 2025
C	Nurford, N.	Appoint	Club Advisor – Drama <sup>2</sup> (24 sesssions)	\$1,180.00	Jan 16 – Jun 6, 2025

#### Notes:

1. A minimum of 8 enrolled students must be achieved for a club to run.
2. If 16 or more students enroll in the Drama Club, a co-advisor will be added at a cost of \$960.00.

### 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
	None.			

### Roll Call Vote:

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

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## J. POLICY AND SCHOOL SECURITY COMMITTEE

### Committee Report (D. Bryant, Chairperson):

- \_\_\_\_\_
- \_\_\_\_\_

### Action Items:

None.

Upon recommendation of the Chief School Administrator, motion to approve items 1 \_\_\_\_:

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

### 1. ~~Policy Updates:~~ \_\_\_\_\_

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

None	
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### Roll Call Vote:

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

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## K. CURRICULUM, INSTRUCTION, AND TECHNOLOGY COMMITTEE

### Committee Report (H. Burd, Chairperson):

- \_\_\_\_\_
- \_\_\_\_\_

### Action Items:

None.

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## L. PUBLIC RELATIONS AND STUDENT AFFAIRS COMMITTEE

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

- \_\_\_\_\_
- \_\_\_\_\_

### Action Items:

None.

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## M. LEBANON TOWNSHIP BOE

### Liaison Report (D. Daneault):

- \_\_\_\_\_
- \_\_\_\_\_

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## N. SHARED SERVICES COMMITTEE

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

- \_\_\_\_\_
- \_\_\_\_\_

### Action Items:

None.

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## O. OLD BUSINESS

- \_\_\_\_\_
  - \_\_\_\_\_
- 

## P. NEW BUSINESS

- \_\_\_\_\_
  - \_\_\_\_\_
- 

## 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:

- \_\_\_\_\_
  - \_\_\_\_\_
- 

## R. EXECUTIVE SESSION

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Time: \_\_\_\_\_

**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 \_\_\_\_\_. It is anticipated that the length of this closed session will be \_\_\_\_\_. 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:** \_\_\_\_\_    **Nays:** \_\_\_\_\_    **Abstentions:** \_\_\_\_\_

***Executive Session***

**Reconvene into Public Session:**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Voice Vote:**    **Ayes:** \_\_\_\_\_    **Nays:** \_\_\_\_\_    **Abstentions:** \_\_\_\_\_

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**S. ADJOURNMENT**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

BE IT RESOLVED, to adjourn the Regular Business Meeting of January 4, 2025 at \_\_\_\_\_

**Voice Vote:**    **Ayes:** \_\_\_\_\_    **Nays:** \_\_\_\_\_    **Abstentions:** \_\_\_\_\_