

**HAMPTON BOARD OF EDUCATION
REGULAR BUSINESS MEETING MINUTES
May 20, 2025**

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

<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:

- None

A. EXECUTIVE SESSION

None.

B. REVIEW OF MINUTES

- Regular Meeting – April 29, 2025 (Attachment 1A)
- Executive Session – April 29, 2025 (Attachment 1B)

Motion to approve the minutes as presented:

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

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

- Student Safety Data System – SSDS1 and SSDS2
- School Activities – Governor’s Educators of the Year, Woodglen Art Show and Chorus & Band Concert, Somerset Patriots game, Hampton School Dance.
- Future events: Bike Rodeo (June 5)
- NJSLA has concluded.

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

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
April 2025	0	0	N	N
March 2025	0	0	N	N

Safety Drill Report:

	Date	Time	Evacuation Time
Fire Drill	4/29	8:47 am	1 min, 22 sec
Security Drill – Shelter in Place	4/17	9:45 am	n/a

Hampton Student Enrollment:

	Hampton In	Choice In	Total HPS	OOD	Choice Out
Pre-K (3)	10	-	10	-	-
Pre-K (4)	13	-	13	-	-
Kindergarten	18	-	18	1	2
1st Grade	13	1	14	-	-
2nd Grade	15	1	16	-	2
3rd Grade	14	-	14	-	2
4th Grade	17	1	18	-	-
5th Grade	11	-	11	-	1
Total Elementary	111	3	114	1	7
6th Grade	8	-	8	1	-
7th Grade	18	-	18	1	-
8th Grade	9	-	9	-	1
Total Middle School	35	-	35	2	1
TOTAL	146	3	149	3	8

Enrollment as of 5/15/2025

E. Business Administrator's Report – Jim Schlessinger

- Additional check added to bills list.

F. Future Board of Education Meetings

- 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 5, 2026 Annual Reorganization & Regular Meeting (first Monday)

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 (D. Bryant, Chairperson):

- Did not meet.

Action Items:

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

Motion: Ms. Daneault Second: Ms. Bryant

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 month of March 2025, 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 March 31, 2025, 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	Apr 30 – May 20
Fund 10 – Current Expense	(2,182.07)
Fund 11 – Current Expense	239,538.73
Fund 12 – Capital Expense	-
Fund 20 – Special Revenue	22,185.73
Fund 40 – Debt Service	-
Fund 50 – Food Service	3,866.60
Grand Total:	263,408.99

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 2025.

4. Contract and MOA Approvals

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

ID	Att #	Party	Purpose	Term
A	5	Lebanon Twp BOE	ESY Tuition	ESY 2025
B	6	Realtime	Student Data System	2025-26 SY
C	7	Hunterdon ESC	Aid in Lieu (Transportation) Processing	2025-26 SY
D	8	Hunterdon ESC	Technology Services	2025-26 SY
E	9	Phoenix Advisors	Continuing Disclosure Agent	2025-26 SY
F	10	BKC, LLC	Auditor	2025-26 SY
G	11	Horizon	Dental Insurance	2025-26 SY
H	12	High Bridge BOE	Business Services	2025-26 SY
I	13	Maschio's Trucking	Food Delivery Service Agreement	2025-26 SY
J	14	AME Inc.	HVAC Controllers Service Agreement	2025-26 SY

5. Facilities Usage

None.

6. Food Service Contract Renewal (Attachment 15)

BE IT RESOLVED THAT THE BOARD OF EDUCATION of Hampton Borough upon the recommendation of the School Business Administrator hereby renew the contract with Maschio's Food Service, Inc. for the 2025-2026 school year:

- FSMC fee (flat fee): \$6,477.37
- Guaranteed income (capped loss): (\$15,000)
- Total contract cost: \$47,341.74

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 speech position and professional development.

Action Items:

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

Motion: Ms. Daneault 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	Giannattasio, Camilla	Appoint	ESY Teacher	\$40/hour	7/7 – 8/7/2025
B	Morano, Sarah	Appoint	ESY Teacher	\$40/hour	7/7 – 8/7/2025
C	Hurford, Noreen	Appoint	ESY Teacher	\$40/hour	7/7 – 8/7/2025
D	Groff, Malena	Appoint	ESY Aide	\$21/hour	7/7 – 8/7/2025
E	Giegerich, Danielle	Hire	Speech and Language Specialist	MA Step 6 \$71,580	9/1/2025- 6/30/2026

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
5/28/2025	RVCC Planetarium (gr. 3)	Tyerech	Admission: \$220 Bus: TBD	56
5/28/2025	DaVinci Science Center (gr. 2)	Giannattasio	Admission: \$13 per Bus: TBD Nurse/nurse sub	76

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 (E. Monaghan, Chairperson):

- Did not meet.

Action Items:

None.

K. CURRICULUM, INSTRUCTION, AND TECHNOLOGY COMMITTEE

Committee Report (N. Panaro, Chairperson):

- Did not meet.

Action Items:

None.

L. PUBLIC RELATIONS AND STUDENT AFFAIRS COMMITTEE

Committee Report (H. Burd, Chairperson):

- Did not meet.

Action Items:

None.

M. LEBANON TOWNSHIP BOE

Liaison Report (E. Monaghan):

- Nothing to report.
-

N. SHARED SERVICES COMMITTEE

Committee Report (E. Monaghan, Chairperson):

- Meeting on 5/30 re regionalization study.

Action Items:

None.

O. OLD BUSINESS

- None.
-

P. NEW BUSINESS

- None.

Q. COMMENTS FROM THE PUBLIC II (Public discussion of agenda and non-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:

- Ms. Walton, HPS teacher, asked about a field trip
- Ms. Alexandrowicz, resident, asked about ESY teaching assignments and parent participation with field trips
- Mr. Holland, resident, asked about enrollment for 2025-26 and about communication procedures in case of emergencies at the school.

R. EXECUTIVE SESSION

Motion: Ms. Burd Second: Ms. Daneault Time: 7:36 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 a legal matter. 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: - Abstentions: -

Executive Session

Reconvene into Public Session:

Motion: Ms. Daneault Second: Ms. Burd Time: 8:11 pm

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

S. ADJOURNMENT

Motion: Ms. Panaro Second: Ms. Burd

BE IT RESOLVED, to adjourn the Regular Business Meeting of May 20, 2025 at 8:12 pm.

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