

**HAMPTON BOARD OF EDUCATION REGULAR  
BUSINESS MEETING AGENDA MINUTES  
June 17, 2025**



**CALL TO ORDER** - Ms. Monaghan, Board President Time: 7:00 p.m.

**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 - No 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:** \_\_\_\_\_~~

**B. REVIEW OF MINUTES**

- Regular Meeting – May 20, 2025 (Attachment 1A)
- Executive Session – May 20, 2025 (Attachment 1B)

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

**Motion:** Nicole Panaro    **Second:** Denise Bryant

**Roll Call Vote:**

Ms. Bryant	Ms. Burd	Ms. Daneault	Ms. Monaghan	Ms. Panaro
✓	✓	✗	✓	✓

**C. BOARD PRESIDENT'S REPORT: Ms. Monaghan**

- Nothing to report
- \_\_\_\_\_
- \_\_\_\_\_

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

- Presented a "Year in Review"
- \_\_\_\_\_
- \_\_\_\_\_

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

Month	# Incidents Investigated	# Incidents HIB Confirmed	Remediation (Y/N)	Discipline (Y/N)
June 2025	0	0	N	N
May 2025	1	0	Y	N

### Safety Drill Report:

	Date	Time	Evacuation Time
Fire Drill	5/27	10:30 am	1 min, 20 sec
Security Drill – Secure	5/20	10:32 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
<b>Total Elementary</b>	<b>111</b>	<b>3</b>	<b>114</b>	<b>1</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>3</b>	<b>149</b>	<b>3</b>	<b>8</b>

*Enrollment as of 6/10/2025*

### Business Administrator's Report – Jim Schlessinger

- Nothing to report
- \_\_\_\_\_

### Future Board of Education Meetings

- 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)

### 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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**✚ FACILITIES, FINANCE, AND TRANSPORTATION COMMITTEE**

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

- Discussed: elevator repair; cameras; phones; playground mulch
- \_\_\_\_\_

**Action Items:**

Upon recommendation of the Chief School Administrator, motion to approve **items 1-15**:

**Motion:** Heather Burd      **Second:** Denise 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 May 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 May 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:

<b>Fund</b>	<b>May 21– Jun 17</b>
Fund 10 – Current Expense	1,189.80
Fund 11 – Current Expense	309,510.35
Fund 12 – Capital Expense	-
Fund 20 – Special Revenue	33,708.92
Fund 40 – Debt Service	-
Fund 50 – Food Service	5,574.57
<b>Grand Total:</b>	<b>349,983.64</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 May 2025.

#### 4. Contract and MOA Approvals

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

ID	Att #	Party	Purpose	Term
a	5	Scarinci Hollenbeck	Board counsel	2025-26 SY
b	6	Health Source Group	Nursing service	2025-26 SY
c	7	J&B Therapy, LLC	Therapy and related services	2025-26 SY
d	8	Catherine Taylor-Santa	Behavioral consultation services	2025-26 SY
e	9	Lebanon Township BOE	ESY Instruction	ESY 2025
f	10	Cambridge Academy	Out of district placement	2025-26 SY
g	11	[Name Redacted]	Parent/Guardian transportation contract; 75 days at \$40 per day (\$3,000)	2024-25 SY

#### 5. Facilities Usage

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

ID	Party	Facility	Purpose	Term
A				

#### 6. Certification of Implementation (COI) of Corrective Action Plan (CAP) (Attachment 12)

BE IT RESOLVED that the board approves the Corrective Action Plan and Certification of Implementation resulting from the findings in the audit of the 2023-24 financial statements and operations.

#### 7. Approval of Extraordinary Aid Submission

Motion to approve the submission of the 2024-25 Extraordinary Aid application.

#### 8. Year End Reserve Accounts

Motion to establish and/or deposit into certain reserve accounts at year end.

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Hampton Board of Education wishes to deposit anticipated current year surplus into the following reserve accounts at year end:

Capital Reserve: Not to exceed \$300,000  
Maintenance Reserve: Not to exceed \$300,000  
Emergency Reserve: Not to exceed \$300,000  
Total reserve deposit not to exceed \$700,000

#### 9. Year End Account Close Out

Motion to authorize the Chief School Administrator and the School Business Administrator to pay all fully documented bills and make any necessary line item transfers of funds to close the fiscal year.

#### 10. Toilet room Facilities for Pre-Kindergarten and Kindergarten Classrooms (Attachment 13)

Motion to approve the Annual Toilet Room Facilities for Pre-Kindergarten and Kindergarten Approval Form for 2024-25 School Year.

#### 11. Annual Temporary Facility Approval (Attachment 14)

Motion to approve the Annual Temporary Facility Approval Form for 2024-25 School Year.

**12. Lead Testing in Water Statement of Assurance (Attachment 15)**

Motion to approve the Annual Statement of Assurance for the testing for lead in the District's water supply.

**13. Approval of Grant and Submission**

Motion to approve the submission of the 2025-26 IDEA and ESEA grant applications.

**14. IDEA Grant Acceptance**

Motion to approve the submission of the IDEA (IDEA FY 2026) application to the NJ Department of Education and to accept the grant in the following amounts:

Basic: \$ \_\_\_\_\_  
 Preschool: \$ \_\_\_\_\_

**15. ESEA Grant Acceptance**

Motion to approve the submission of the ESEA (ESEA FY 2026) application to the NJ Department of Education and to accept the grant in the following amounts:

Title I-A: \$ \_\_\_\_\_  
 Title II-A: \$ \_\_\_\_\_  
 Title IV A: \$ \_\_\_\_\_

**Roll Call Vote:**

Ms. Bryant	Ms. Burd	Ms. Daneault	Ms. Monaghan	Ms. Panaro
✓	✓	✗	✓	✓

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

- Discussed agenda items
- \_\_\_\_\_

**Action Items:**

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

**Motion:** Denise Bryant      **Second:** Nicole 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	Dalrymple, Ruth Ann	Hire	Leave replacement teacher	\$280/day	8/28-10/31/2025
b	Walton, Alex	Hire	Summer Custodial (3 days/week)	\$15.50/hr	6/23-8/22/2025
c	Will, Braiden	Hire	Summer Custodial (3 days/week)	\$15.50/hr	6/23-8/22/2025
d	Sherlock, Connor	Hire	Summer Custodial (3 days/week)	\$15.50/hr	6/23-8/22/2025
e	Phelps, Tami	Hire	Substitute teacher	\$140/day	7/7/2025

## 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
7/28-8/1/2025	Orton-Gillingham Plus Course (virtual)	M. Grossman	\$1,750 for program \$140/day comp (\$700)	n/a
7/1/25-6/30/26	Graduate school courses in pursuit of a master's degree in educational leadership, a 39-credit program.	S. Morano	\$4325 (semester cost)	n/a

**3. Job Description (Attachment 16)**

BE IT RESOLVED, to approve the updated job description for the administrative assistant.

**4. Employment Contract (Attachment 17)**

BE IT RESOLVED, to approve the administrative assistant employment contract for Dawn Gizis for the 2025-26 school year effective July 1, 2025.

**5. New Stipend Position (Attachment 18)**

BE IT RESOLVED, to establish the stipend position of Community Outreach Coordinator.

BE IT FURTHER RESOLVED, to approve the job description for the stipend position of Community Outreach Coordinator.

**6. Paraprofessional Pay Rate**

BE IT RESOLVED, to increase the rate of pay for paraprofessionals to \$22.66 per hour for the 2025-26 school year.

**Roll Call Vote:**

Ms. Bryant	Ms. Burd	Ms. Daneault	Ms. Monaghan	Ms. Panaro
✓	✓ ; No -1-c	✗	✓	✓

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**✚ POLICY AND SCHOOL SECURITY COMMITTEE**

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

- Discussed agenda items
- Food - in - classroom policy

**Action Items:**

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

**Motion:** Heather Burd **Second:** Denise Bryant

**1. Comprehensive Equity Plan (Attachment 19)**

BE IT RESOLVED, to approve the District's Comprehensive Equity Plan for the 2025-26 through 2027-28 school years.

BE IT FURTHER RESOLVED, to approve the statement of assurance for the 2025-26 Comprehensive Equity Plan.

**2. School Regionalization Efficiency Program (Attachment 20)**

BE IT RESOLVED, to approve the District's participation in the School Regionalization Efficiency Program.

**3. Virtual Learning Plan (Attachment 21)**

BE IT RESOLVED, to approve the District's Virtual or Remote Instruction Plan for the 2025-26 school year.

**Roll Call Vote:**

Ms. Bryant	Ms. Burd	Ms. Daneault	Ms. Monaghan	Ms. Panaro
✓	✓	✗	✓	✓



**K- CURRICULUM, INSTRUCTION, AND TECHNOLOGY COMMITTEE**

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

- Meeting - discussed PLTW and STEM Club for 2025-26
- \_\_\_\_\_

**Action Items:**

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

**Motion:** Nicole Panaro      **Second:** Denise Bryant

**1. Accept Donation**

BE IT RESOLVED, to recognize and accept with appreciation, funding provided by the HSA to offset the cost of student admission for field trips throughout the 2024-25 school year.

**Roll Call Vote:**

Ms. Bryant	Ms. Burd	Ms. Daneault	Ms. Monaghan	Ms. Panaro
✓	✓	✗	✓	✓

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

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

- Discussed PK/K registration
- Class Dojo - will be used by all teachers; Summer meet-up events

**Action Items:**

None.

**M- LEBANON TOWNSHIP BOE**

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

- Nothing to report
- \_\_\_\_\_

**N- SHARED SERVICES COMMITTEE**

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

- No meeting
- \_\_\_\_\_

**Action Items:**

None.

**O- OLD BUSINESS**

- None

- \_\_\_\_\_

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#### **P- NEW BUSINESS**

- None
- \_\_\_\_\_

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#### **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.*

**Megan Rosata - raised a complaint about Mr. Kerr's comments in reference to Ms. Patty that "There are better teachers".**  
**Discussion:**

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

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#### **R- EXECUTIVE SESSION**

**Motion:** Denise Bryant **Second:** Heather Burd

**Time:** 7:22 p.m.

**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 **Personnel (Superintendent evaluation) and legal issue**. It is anticipated that the length of this closed session will be **15-30 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:** 4                      **Nays:** -                      **Abstentions:** -

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

**Reconvene into Public Session:**

**Motion:** Nicole Panaro **Second:** Heather Burd

**Time:** 8:36 p.m.

**Voice Vote:**    **Ayes:** 4                      **Nays:** -                      **Abstentions:** -

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#### **S- ADJOURNMENT**

**Motion:** Denise Bryant **Second:** Heather Burd

BE IT RESOLVED, to adjourn the Regular Business Meeting of June 17, 2025 at 8:36 p.m.

**Voice Vote:**    **Ayes:** 4                      **Nays:** -                      **Abstentions:** -

Respectfully submitted

*Karolina Cywa, SBA*