

**HAMPTON BOARD OF EDUCATION
REGULAR MONTHLY BUSINESS MEETING
MINUTES
August 16, 2011**

Call to Order – Timothy Reeve, President

Open Public Meeting Announcement

“In accordance with requirements of the Open Public Meeting Act, N.J.S.A. 10:4-6 et seq., adequate notices have been given of tonight’s meeting in area newspaper, the Hunterdon Democrat, on June 2, 2011, and posted in public buildings which include the Hampton Borough Hall and Hampton Public School.”

Pledge of Allegiance

Roll Call – Robert Sulvinski, SBA/Board Secretary

Tim Reeve, President - Present	Cheryl Drzewoszewski, Vice President - Present
William Peterson - Present	Gina Sharkey - Present
Kimberly Donnenberg - Present	

Also Present: Joanna Hughes, Superintendent/Principal
 Robert Sulvinski, Business Administrator/Board Secretary

Minute Approval

Motion by Kimberly Donnenberg, second by Gina Sharkey, the Board approve the minutes of the following meeting(s):

July 19, 2011 - Regular Business Meeting

Motion Carried

Communications

1. Contract for Physical Therapy Service
2. Letter from Mrs. Rebecca Richards
3. Letter from Peggy McDonald, Office of Special Education Programs
4. Letter from Mrs. Lynn Brown
5. Harassment, Intimidation and Bullying Policy
6. 2011-2012 Food Service (Maschio’s) Renewal Addendum Contract

Comments from Public I (Public discussion of agenda items only)

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

Committee Reports

Finance and Building & Grounds – William Peterson & Timothy Reeve

A. Facility Request

No requests presented for approval.

B. Building Maintenance-William Peterson & Timothy Reeve

Negotiations – William Peterson & Timothy Reeve

Nothing to Report

Personnel – Kimberly Donnenberg & Gina Sharkey

Motion by William Peterson, second by Kimberly Donnenberg, the Board accept Rebecca Richards' letter of resignation as School Psychologist for the district effective June 30, 2011.

Motion Carried

Motion by Kimberly Donnenberg, second by Cheryl Drzewoszewski, the Board accept Lynn Browns' letter of resignation as teacher assistant for the district effective June 30, 2011.

Motion Carried

Motion by William Peterson, second by Kimberly Donnenberg, the Board approve offering Ms. Melissa Lashevicki an employment contract as a half-time (.5) Spanish Teacher for the 2011-2012 school year. Ms. Lashevicki will be placed on the salary guide at Step A, BA+15 (pro-rated) and receive an annual salary of \$22,737.50. Ms. Lashevicki has a Certificate of Eligibility to teach grade K-8 and is waiting for criminal history approval.

Motion Carried

Motion by Gina Sharkey, second by Kimberly Donnenberg, the Board approve offering Ms. Sarah Herzenberg an employment contract as a part-time (.2) School Psychologist for the 2011-2012 school year. Ms. Herzenberg will be placed on the salary guide at Step B, MA+30 (pro-rated) and receive an annual salary of \$9,355.00.

Motion Carried

Motion by Cheryl Drzewoszewski, second by Gina Sharkey, the Board approve offering Ms. Noreen Hurford an employment contract as a half-time (.5) Pre-K Teacher Assistant for the 2011-2012 school year. Ms. Hurford receive an annual salary of \$6,000.00.

Motion Carried

Motion by William Peterson, second by Cheryl Drzewoszewski, the Board approve the employment contract for Robert Sulvinski as Business Administrator/Board Secretary for the period of July 1, 2011 through September 30, 2011.

Motion Carried

Policy – Cheryl Drzewoszewski & Gina Sharkey

Motion by William Peterson, second by Cheryl Drzewoszewski, the Board approve the first reading of the Harassment, Intimidation and Bullying Policy for the Hampton Public School District.

Motion Carried

Legislative Delegate – William Peterson

Nothing to Report

Curriculum & Technology – Cheryl Drzewoszewski & Timothy Reeve

Motion by Kimberly Donnenberg, second by William Peterson, the Board approve the Contract for Physical Services with Allison M. Peck, P.T. for the 2011-2012 School year at an hourly billing rate of \$82.00.

Motion Carried

ESC Representative – Kimberly Donnenberg

Nothing to Report

Hunterdon County SBA Representative – Kimberly Donnenberg

Nothing to Report

Communication – Cheryl Drezewoszewski & Gina Sharkey

Nothing to Report

School Business Administrator/Board Secretary’s Report – Robert Sulvinski, SBA

Motion by William Peterson, second by Timothy Reeve, in accordance with NJAC 6:20-2:113 the Board of Education certifies to the best of their knowledge, that no major account or fund has been over expended and that sufficient funds are available to meet the districts financial obligations.

Roll Call:

Tim Reeve, President - Aye
William Peterson - Aye
Kimberly Donnenberg - Aye

Cheryl Drzewoszewski, Vice President - Aye
Gina Sharkey - Aye

Motion Carried

Motion by William Peterson, second by Timothy Reeve, the Board approve the List of Bills, dated August, 16, 2011, in the amount of \$42,955.30.

Motion Carried

Motion by Timothy Reeve, second by William Peterson, the Board approve the payrolls for July 15, 2011 in the amount of \$60,671.57 and July 29, 2011 in the amount of \$58,555.32.

Motion Carried

Motion by William Peterson, second by Cheryl Drzewoszewski, the Board approve the Student Activity Fund report for the month of July, 2011 submitted by Mrs. Sharon Lentine, in the amount of \$1,482.00.

Motion Carried

Motion by Cheryl Drzewoszewski, second by Timothy Reeve, the Board approve the Administrative Account Report for the month of July, 2011 submitted by Mrs. Sharon Lentine, in the amount of \$2,060.26.

Motion Carried

Motion by William Peterson, second by Kimberly Donnenberg, the Board approve the Cafeteria's Monthly report for the month of July, 2011 submitted by Mrs. Sharon Lentine, in the amount of \$1,689.95.

Motion Carried

Chief School Administrator's Report – Joanna Hughes

Ms. Hughes reported that seven (7) students will be participating in the School Choice program this school year. Four (4) students will be going to Clinton Township and three (3) will be going to Alexandria Township schools. The Hampton School District has all requirements with regard to implementation of special education programs. Board Policies and Regulations have been updated and sent back to the publisher for printing. The new Harassment, Intimidation and Bullying policy had the first reading tonight and will be adopted at the September 20, 2011 meeting after the second reading. The Core Curriculum Content Standards for Math in grades K – 2 have been updated and lesson plans and instruction will reflect the changes. Also, 2012 is the 100th anniversary of the building and many events and activities are planned to celebrate throughout the year.

New Business

Maschio's Food Service

Motion by Kimberly Donnenberg, second by William Peterson, the Board approve the food service management renewal addendum submitted by Maschio's Food Service. The contract will become effective July 1, 2011 and end on June 30, 2012. Hampton Board of Education shall pay Maschio's Food Service a management fee in the amount of \$7,128.00, payable in 10 monthly installments of \$712.80 per month, commencing on September 1, 2011 and ending on June 30, 2012.

Guarantee Subsidy

Maschio's guarantees that the bottom line of the operational report (total revenue for all sources less program costs, including the management fee) will be a loss no greater than \$10,000.00. In the event the loss is greater than this amount, Maschio's shall be responsible for any shortfall with the

following conditions

- There shall be no change in the district's policies, practices and service requirements including changes in bell schedules and or meal service periods.
- The proposed pricing schedule is approved.
- The proposed staffing schedule is approved with no alterations.
- The state or federal minimum wage rate and taxes in effect as of July 1, 2009, shall remain consistent throughout the year.
- The projected number of service days for lunch and breakfast will be 168.

- There shall be no reduction in service days due to inclement weather schedule changes i.e. early dismissal, delayed opening.
- The government reimbursement rates shall be no less than the rates for 2010 - 2011 school year.
- Vendor prices shall remain constant throughout the year.
- Average daily attendance and the number of free and reduced price participants shall remain at the same level as the 2010 - 2011 school year.
- USDA commodity offerings will be no less than the 2010 - 2011 school year. Usable commodities, of adequate quality and variety required for FSMC's proposed menu will be valued at no less than the 2010 - 2011 value per reimbursable meal.
- There shall be no restrictions in a la carte sales. Sales will be permitted at all locations for the term of this contract.
- Service hours, service requirements type or number of facilities selling food and/or beverages on Hampton Public School premises shall remain consistent throughout the year.
- There shall be no competitive sales during all service hours.
- Any changes in legislation, regulations, reimbursement rates, meal components and quantities required by the National School Lunch Program or changes in the State's School Nutrition Policies will affect the guarantee.
- Due to the volatile nature of raw material costs, Maschio's and the Hampton Public School shall review quarterly, costs associated with paper and plastic supplies and fuel surcharges on other deliveries. Any changes in Maschio's costs shall result in an appropriate change in the guarantee.
- There will be no cessation of labor within the district that would adversely affect sales.
- The Hampton Board of Education shall make payment to Maschio's for the entire amount of fees, costs and expenses which Maschio's shall have incurred as the result of union organizational activities and participation in administrative proceedings involving the unionization of personnel, which were unknown to the officers of Maschio's at the time of execution of this contract.
- The number of eligible free and reduced students will be at least equal to the number of free and reduced eligible students in the 2010-2011 school year.
- The LEA agrees to reimburse the food service account for the amount of unpaid charged meals either monthly or annually.
- The FSMC will not be responsible for sales decrease due to allowances given by the LEA for students to purchase lunches off campus if that allowance was not stated in the RFP.
- Any additional costs associated with breakfast will be taken off the guarantee.
- The projected number of service days for breakfast will be 168.

- In the event the foregoing conditions are not met during the school year, Maschio's guarantee obligation shall be reduced by an amount equivalent to any increased cost or loss of revenue attributable to changes in such condotions.

Motion Carried

Motion by William Peterson, second by Timothy Reeve, the Board approve the School Lunch and Breakfast Programs price list for the 2011-2012 school year as proposed by Maschio's Food Service:

Student Lunch	\$2.75	Adult Lunch	\$3.50
Reduced Lunch	\$0.40		
Extra Entree w/Lunch	\$2.25	Milk	\$0.50
Baked Chips	\$0.75	Spring Water	\$0.50/\$1.00
Ice Cream	\$0.85	100% Fruit Juice- 4 oz.	\$0.50
Fresh Baked Cookie	\$0.35	Snapple 100% Juice	\$1.25
Fresh Fruit	\$0.50	Yogurt	\$0.75
Hot Soft Pretzel	\$0.75	Switch Juice	\$1.50
Fruit Cup/Fresh Fruit	\$0.50	Soup w/Crackers	\$0.85
Animal Crackers	\$0.50	Little Debbie Cakes	\$0.25/\$0.40
Student Breakfast	\$1.25	Adult Breakfast	\$1.65
Reduced Breakfast	\$0.30		

Motion Carried

Comments from the Public II:

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Motion by Kimberly Donnenberg, second by Gina Sharkey, the Board adjourn to Executive Session to discuss contract issues at 9:26 p.m.

Motion Carried

No action was taken.

Motion by William Peterson, second by Kimberly Donnenberg, the Board return to Public Session at 9:50 p.m.

Motion Carried

Motion by Kimberly Donnenberg, second by William Peterson, the Board adjourn from Public Meeting at 10:20 p.m..

Motion Carried

Respectfully Submitted,

Robert Sulvinski
Business Administrator/Board Secretary