

**HAMPTON BOARD OF EDUCATION
REGULAR MONTHLY BUSINESS MEETING
MINUTES
January 28, 2011**

Call to Order – Timothy Reeve, Vice President at 6:05 P.M.

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 the area newspapers, the Hunterdon Democrat and the Express-Times, on January 25, 2011 and posted in public buildings which include the Hampton Borough Hall and Hampton School.”

Pledge of Allegiance

Roll Call – Robert Sulvinski, SBA/Board Secretary

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

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

Minute Approval

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

December 21, 2010 - Regular Meeting

Motion Carried

Communications

1. Filing of 2011 Personal/Relative & Financial Disclosure Statements

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

There were no comments from the Public at this time.

Committee Reports

Finance and Building & Grounds – William Peterson & Timothy Reeve

A. Facility Request

Motion by Gina Sharkey, second by Cheryl Drzewoszewski, the Board approve the following facility request(s) as presented:

1. HSA: Tricky Tray. The gym is needed on Friday, February 25, 2011 from 5:00 P.M. – 10:00P.M. for tricky tray set up. The gym is also needed on Saturday, February 26, 2011 from 4:00 P.M. – 11:00 P.M. for the tricky tray.
2. Hampton School: Anti-Bullying Program. The gym is needed on Thursday, February 10, 2011 from 7:00 P.M. – 8:00 P.M. for the Anti-Bullying Program family night kickoff.

Motion Carried

B. Building Maintenance – William Peterson & Timothy Reeve

Negotiations – William Peterson & Timothy Reeve

Nothing to Report

Personnel – Kimberly Donnenberg & Gina Sharkey

Motion by Cheryl Drzewoszewski, second by Gina Sharkey, the Board approve the request for Professional Day for Linda Aller (School Nurse) to attend Understanding Infant Adoption class on January 21, 2011. This is a free course offered at Warren County Community College, Washington, New Jersey.

Motion Carried

Motion by Gina Sharkey, second by Cheryl Drzewoszewski, the Board approve the request for Professional Day for Tina Attanasio to attend the Conference for New Jersey Pre-K Teachers on February 25, 2011 at Bally's Atlantic City.

Cost: \$219.00 Conference cost
 \$ 72.54 (Transportation 234 miles @ .31)
 \$270.50

Motion Carried

Policy – Gina Sharkey

Nothing to Report

Legislative Delegate – William Peterson

Nothing to Report

Curriculum & Technology – Timothy Reeve and Cheryl Drzewoszewski

Nothing to Report

ESC Representative – Kimberly Donnenberg

Nothing to Report

Hunterdon County SBA Representative – Kimberly Donnenberg

Nothing to Report

Communication – Gina Sharkey and Cheryl Drzewoszewski

Nothing to Report

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

Motion by Timothy Reeve, second by Gina Sharkey, 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:

William Peterson, President - Absent

Kimberly Donnenberg - Absent

Timothy Reeve, Vice President - Aye

Gina Sharkey - Aye

Cheryl Drzewoszewski - Aye

Motion Carried

Motion by Cheryl Drzewoszewski, second by Gina Sharkey, the Board approve the List of Bills, dated January 28, 2011 in the amount of \$25,496.70.

Motion Carried

Motion by Timothy Reeve, second by Cheryl Drzewoszewski, the Board approve the payrolls for December 15, 2010 in the amount of \$80,331.82 and December 23, 2010 in the amount of \$78,020.17.

Motion Carried

Motion by Gina Sharkey, second by Cheryl Drzewoszewski, the Board approve the Student Activity Fund report for the month of December 2010, submitted by Mrs. Sharon Lentine in the amount of \$3,853.25.

Motion Carried

Motion by Gina Sharkey, second by Timothy Reeve, the Board approve the Administrative Account Report for the month of December 2010, submitted by Mrs. Sharon Lentine in the amount of \$4,002.05.

Motion Carried

Motion by Timothy Reeve, second by Cheryl Drzewoszewski, the Board approve the Cafeteria's Monthly report for the month of December 2010, submitted by Mrs. Sharon Lentine in the amount of \$3,687.74.

Motion Carried

Chief School Administrator's Report – Joanna Hughes

Ms. Hughes reported that basketball season continues with playoffs scheduled for February 14 and 16. Ski Club has been canceled on January 11 and 18 due to inclement weather. Make-up dates are scheduled for February 15 and 22. The 2nd marking period ended January 31st and report cards will be distributed on Monday, February 7th. Some upcoming events at the school are; February 3rd – Anti-Bullying Kick-Off Assembly for students at 1:00PM, February 10th – Anti-Bullying Kick-Off Assembly for parents at 7:00P.M., February 4th – the Spelling Bee for Grades 5 – 8 at 9:00 A.M. February 4th is

Wear Red Day for Woman's Heart Disease Awareness at the school and the the SLC will have it's Valentines Day dance at 7:00 P.M. Ms. Hughes also informed the Board that from February 7 through March 7 Raritan Valley Community College elementary education student, Brianna Coates, will be observing Mr. Jones and Mrs. Rush's classes for three hours one day each week. This year, Kindergarten Registration is scheduled for Thursday, February 17th from 9:00 A.M. to 2:00 P.M. Also, Ms. Hughes thanked the Hampton Borough Community Education Foundation for purchasing a sound system for the All-Purpose room.

Old Business

New Business

Corrective Action: Report of Administrative Findings, Financial Compliance and Performance June 30, 2010

Motion by Gina Sharkey, second by Cheryl Drzewoszewski, the Board approve the Corrective Action Plan, with "recommendations" for fiscal year ended June 30, 2010 by the following method of implementation by the Business Administrator:

Business Administrator will not approve PO's that will cause over-expenditures in the line account to be charged and will make appropriate transfers if needed.

Motion Carried

Motion by Gina Sharkey, second by Cheryl Drzewoszewski, the Board approve the Corrective Action Plan, with "recommendations" for fiscal year ended June 30, 2010 by the following method of implementation by the Business Administrator/Treasurer:

Business Administrator will verify the treasurer's reconciliations to the cash records for each fund on a monthly basis.

Motion Carried

Motion by Gina Sharkey, second by Cheryl Drzewoszewski, the Board approve the Corrective Action Plan, with "recommendations" for fiscal year ended June 30, 2010 by the following method of implementation by the Business Administrator:

Business Administrator will reconcile the required debt service payments with the anticipated revenue sources, and establish and certify the appropriate tax levy to support such obligations.

Motion Carried

Motion by Gina Sharkey, second by Cheryl Drzewoszewski, the Board approve the Corrective Action Plan, with "recommendations" for fiscal year ended June 30, 2010 by the following method of implementation by the Business Administrator:

General Fund Balance Deficit – Audsum for Treasury (\$19,348 – State Aid Withheld from January 1, 2010 through June 30, 2010).

Business Administrator will review the district's reserve for encumbrances and cancel PO's in the amount required and return the funds to the general fund to eliminate the deficit.

Motion Carried

Motion by Cheryl Drzewoszewski, second by Gina Sharkey, the Board approve the attached list of budget transfers to correctly reflect 2010 – 2011 expenditures.

Motion Carried

Comments from the Public II:

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

There were no comments from the Public at this time.

Motion by Cheryl Drzewoszewski, second by Gina Sharkey, the Board adjourn from Public Meeting at 6:43 P.M.

Motion Carried

Respectfully Submitted,

Robert Sulvinski