

**HAMPTON BOARD OF EDUCATION
REGULAR MONTHLY BUSINESS MEETING**

**Minutes
December 20, 2011**

Call to Order – Tim Reeve, President –The meeting was called to order by President Tim Reeve at 7:07 p.m. The meeting was held in the Hampton Public School Library as publicly advertised.

Open Public Meeting Announcement - The following is made part of the minutes:

“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 School.”

Pledge of Allegiance-All of those present participated in the pledge to the 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. Working with the community, the district shall:

- Offer a wide range of academic experiences that encourages all students to meet their potential and prepares them to meet the New Jersey Core Curriculum Standards.
- Foster a respect for self and others
- Encourage personal, social, and civic responsibility
- Develop a continuing interest in self-improvement in all areas
- Create an environment that encourages a desire for successful learning
- Generate an enthusiasm for life-long learning

Roll Call – President Tim Reeve

Present: Tim Reeve, President
Cheryl Drzewoszewski, Vice President
Gina Sharkey

Absent: Kimberly Donnenberg
Christine Werner, Interim Business Administrator/Board Secretary

Also Present: Joanna Hughes, Chief School Administrator
There were eight (8) members of the public present.

Minutes Approval

Board Trustee Cheryl Drzewoszewski moved the following resolution:

Recommend the Board approve the minutes of the following meetings:

Date	Meeting
November 15, 2011	Regular Meeting
	Executive Session

Board Trustee Cheryl Drzewoszewski stated that she recalls the November meeting discussion differently than was recorded in the minutes and asked that they be amended as follows: (See page #2)

- Mr. Neil McCarthy, 69 New Street, commented that that the BOE meeting minutes were not reflective of the # of public participants.
- It was also noted that the BOE Policy governs the time frame of which minutes are to be made available to the BOE for approval and then, said official minutes, are made immediately available via posting on the BOE website.

Board Trustee Cheryl Drzewoszewski stated that, while advised the old minutes did comply with BOE policy, she felt that the Board Secretary should feel free to adjust and make enhancements.

Board Trustee Cheryl Drzewoszewski commented that the November 15, 2011 meeting minutes reflects the following notation with regard to Facility Usage motions:

- **Note: The Facility Use fee has been negotiated per the request of the Board of Education and Chief School Administrator.**

Board Trustee Cheryl Drzewoszewski requested that the Board of Education meeting agendas/minutes continue to utilize this notation rather than actual fee.

The motion was seconded by Board Trustee Gina Sharkey and approved was approved by a unanimous voice vote of the members present.

At the present time, President Tim Reeve requested that the following motion be deferred for consideration and approval later this evening.

Communications

Recommend the communications mentioned be listed in the minutes and action be taken as necessary.

Sender	Subject	Referred to
Marielia Gavlick, Ph.D.	Board of Education Vacancy - Letter of Interest and Resume	Christine Werner, Interim B.A./B.S. Members, Hampton Board of Education
Megan Bruton	Board of Education Vacancy – Letter of Interest and Resume	Christine Werner, Interim B.A./B.S. Members, Hampton Board of Education

All in favor.

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

Board Trustee Cheryl Drzewoszewski moved, seconded by Board Trustee Gina Sharkey to open the public session at 7:14 p.m. and was approved by a unanimous voice vote by all members present. President Reeve opened the meeting to the public at 7:14 p.m.

There being no items for discussion at this time, Board Trustee Cheryl Drzewoszewski moved, seconded by Board Trustee Gina Sharkey to close the public session at 7:15 pm. This was approved by a unanimous voice vote by all members present.

Committee Reports

A. Finance and Building & Grounds –Timothy Reeve

Chief School Administrator Hughes reported that the Referendum Building project is near resolution. A brief discussion ensued. Chief School Administrator Hughes stated that there are several change orders that will be completed utilizing local professional tradesmen/women outside of the general contractor as part of the final negotiated agreement.

B. Building Maintenance- Timothy Reeve

There were no policy matters presented for discussion or consideration this evening.

C. Negotiations –Timothy Reeve & Gina Sharkey

President Tim Reeve stated that two Negotiations’ meetings between the Hampton Teachers’ Association and the HBOE Negotiations Committee (President Reeve and Board Trustee Gina Sharkey) have taken place to date.

D. Personnel – Kimberly Donnenberg & Gina Sharkey

Motion by Board Trustee Gina Sharkey, seconded by Board Trustee Cheryl Drzewoszewski that the following resolution be adopted as presented:

Recommend the Board approve the request for Professional Day for Michael Grossman. Mr. Grossman would like to attend Innovation Technology Projects To Enhance Content Learning and Increase Student Success. This is a one day conference in Bethlehem, Pa.
Cost: \$236.00

Motion Carried

Motion by Board Trustee Cheryl Drzewoszewski, seconded by Board Trustee Gina Sharkey that the following resolution be adopted as presented:

Recommend the Board approve the request for professional day for Mrs. Paula Nicolai to Attend the Conference for Pre-Kindergarten Teachers in Atlantic City. This is a two day Conference scheduled for February 23 -24, 2012.

Cost: \$421.54

Motion Carried

Motion by Board Trustee Cheryl Drzewoszewski, seconded by Board Trustee Gina Sharkey that the following resolution be adopted as presented:

Recommend the Board approve the request for professional day for Ms. Tina Attanasio to Attend the Conference for Kindergarten Teachers in Atlantic City. This is a two day Conference scheduled for February 23 -24, 2012.

Cost: \$421.54

Note: Only one teacher will receive the mileage reimbursement since they are traveling together.

Motion Carried

Motion by Board Trustee Gina Sharkey, seconded by Board Trustee Cheryl Drzewoszewski that the following resolution be adopted as presented:

Recommend the Board approve adding Mrs. Barbara Fuentes to the district's substitute teacher list for the 2011-2012 school year. Mrs. Fuentes is Hampton School's recently retired kindergarten teacher.

Motion Carried

Motion by Board Trustee Cheryl Drzewoszewski, seconded by Board Trustee Gina Sharkey that the following resolution be adopted as presented:

Recommend the Board approve adding Mrs. Linda Williams to the district's substitute teacher list for the 2011-2012 school year. Mrs. Williams has her substitute teachers certificate and has completed her criminal history background.

Motion Carried

Motion by Board Trustee Gina Sharkey, seconded by Board Trustee Cheryl Drzewoszewski that the following resolution be adopted as presented:

Recommend the Board approve adding Ms. Audrey Vitale to the district's substitute teacher list for the 2011-2012 school year. Ms. Vitale has her criminal history background check and is pending her substitute certification

Note : Ms. Vitale's substitute certification has been approved.

Motion Carried

E. Policy – Gina Sharkey and Cheryl Drzewoszewski

There were no policy matters presented for discussion or consideration this evening.

F. Legislative Delegate-

There were no legislative matters presented for discussion or consideration this evening.

G. Curriculum & Technology-Timothy Reeve and Cheryl Drzewoszewski

Motion by Board Trustee Cheryl Drzewoszewski, seconded by Board Trustee Gina Sharkey that the following resolution be adopted as presented:

Recommend the Board approve the following field trip applications.

(Transportation will be provided as noted and funded as listed.)

a) Hampton Public School Ski Club

Dates	Grade	Field Trip
Tuesday 01/10/12 01/17/12 01/24/12 01/31/12 02/07/12 02/14/12	Grades 5,6,7, & 8 Ski Club	Shawnee Mountain Pocono, PA Bus Transportation Cost: \$2,378.22

Motion Carried

Motion by Board Trustee Gina Sharkey, seconded by Board Trustee Cheryl Drzewoszewski that the following resolution be adopted as presented:

b) Hampton Public School Basketball Games

Dates	Grade	Field Trip
12/20/11, 12/22/11 01/05/12, 01/09/12 01/11/12, 01/19/12 01/26/12, 01/30/12 02/06/12,	HPS Basketball Games (Away)	Various Locations Bus Transportation Cost: \$1,979.55

Motion Carried

Motion by Board Trustee Cheryl Drzewoszewski, seconded by Board Trustee Gina Sharkey that the following resolution be adopted as presented:

c) Hampton Public School Field Trip to Allentown Pa.

Dates	Grade	Field Trip
05/22/12	Grades 6 & 7	Making Math Fun – Exploration- How Math Relates to the Real World Allentown, Pennsylvania Bus Transportation Cost: \$366.38

Motion Carried

Motion by Board Trustee Gina Sharkey, seconded by Board Trustee Cheryl Drzewoszewski that the following resolution be adopted as presented:

d) Hampton Public School Field Trip to Sandy Hook State Park

Dates	Grade	Field Trip
06/01/12	Grades 6 & 7	Study of Salt Water Life, Shell Classification and Tides Sandy Hook State Park Bus Transportation Cost: \$545.82

Motion Carried

H. ESC Representative-Kimberly Donnenberg

There were no ESC matters presented for discussion or consideration this evening.

I. Hunterdon County SBA Representative-Kimberly Donnenberg

There were no Hunterdon County SBA matters presented for discussion or consideration this evening.

J. Communication-Gina Sharkey and Cheryl Drzewoszewski

There were no communication matters presented for discussion or consideration this evening.

School Business Administrator/Board Secretary’s Report – Christine Werner, Interim SBA

Motion by Board Trustee Gina Sharkey, seconded by President Tim Reeve, that the following resolution be adopted:

Recommend in accordance with NJAC 6:20-2:113 the Board of Education acknowledges and accepts the certification from the Interim Business Administrator/Board Secretary that as of November 30, 2011 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10©3.

AYES: Ms. Drzewoszewski, Ms. Sharkey, and Mr. Reeve, President
NAYS: None
ABSTENTIONS: None

Motion by President Tim Reeve, seconded by Board Trustee Cheryl Drzewoszewski, that the following resolution be adopted:

Recommend the Board authorize the Interim Business Administrator/Board Secretary to generate payments through December 31, 2011. Actions will be presented to the Board for subsequent approval at the January 17, 2012 Business Meeting.

Motion Carried

Motion by President Tim Reeve, seconded by Board Trustee Gina Sharkey, that the following resolution be adopted:

Recommend the Board approve final payment to Tekton Development Corporation (AIA Application #18) in the amount of \$78,942.40 for services rendered through 11/30/2011 as per the authorization of Tetra Tech Architects & Engineers.

Motion Carried

Motion by President Tim Reeve, seconded by Board Trustee Cheryl Drzewoszewski, that the following resolution be adopted:

Recommend the Board confirm the approval of the payrolls for November 1, 2011 in the amount of \$103,014.49 and November 15, 2011 in the amount of \$91,451.92.

Motion Carried

Motion by President Tim Reeve, seconded by Board Trustee Cheryl Drzewoszewski, that the following resolution be adopted:

Recommend the Board accept/approve the Student Activity Fund report for the month of November 2011 submitted by Mrs. Sharon Lentine in the amount of \$1,469.25.

Motion Carried

Motion by President Tim Reeve, seconded by Board Trustee Cheryl Drzewoszewski, that the following resolution be adopted:

Recommend the Board accept/approve the Administrative Account Report for the month of November 2011 submitted by Mrs. Sharon Lentine in the amount of \$1,118.68.

Motion Carried

Motion by President Tim Reeve, seconded by Board Trustee Cheryl Drzewoszewski, that the following resolution be adopted:

Recommend the Board accept/approve the Cafeteria's Monthly report for the month of November 2011, submitted by Mrs. Sharon Lentine in the amount of \$2,053.29.

Motion Carried

Chief School Administrator's Report – Joanna Hughes

1. **December 2011 and January 2012 School Calendar and Events** – Chief School Administrator Hughes reviewed the December and January 2012 school calendar(s) and events including the following:

December 2011 Events:

Winter Break: School closed December 23 (12:30 dismissal) to January 2, 2012

January 2012 Events:

January 4: Gr. 8 to VHS for Transition Meeting
January 16: School closed for Martin Luther King birthday
January 17: Spelling Bee – grades 5 to 8
January 18: End of 2nd marking period

School Activities

Basketball Season: first game was today against Milford and both Hampton Boys and Girls teams won.

Students of the Month for November:

6th grade is Christina Drzewoszewski
7th grade is Hailey Garcia
8th grade is Zachary Peterson

Congratulations to all the nominees!

2. **Municipal Alliance Grant:** Chief School Administrator Hughes stated that the district has received \$1,200.00 to fund a Drug Prevention presentation at which Harlem Globe Trotter, Derek – The Wiz – Murphy will present “Basketball in Motion” at an assembly to be held on January 23, 2012. The grant funds received from the Hunterdon County Alliance will be used to pay for the assembly.
3. **KMO (Knowledge Masters Open):** Chief School Administrator Hughes stated that Coach Burd has reported that our Hampton students took first place in the state in the 0-200 category and first place in the county.
4. **REAP Grant:** Chief School Administrator Hughes noted that \$23,000.00 of REAP Grant funds are being used to upgrade technology and library resources: server, laptops, wireless access points, printers, World Book Encyclopedia sets, etc.

Old Business

Board Trustee Cheryl Drzewoszewski noted that the Shared Services Exploratory Committee will meet in January to continue discussions regarding Shared Services and Regionalization considerations.

An article regarding shared services has been prepared for the newsletter by Mrs. McDougall. Currently Mrs. McDougall has been gathering student enrollment projections for the past 5 years. It was noted that Hampton Borough continues to experience a decline in births annually and, as a result, it is expected that the district will have an enrollment of about 96 students in 5 years. The current resident status for Hampton Borough does not reflect people moving in and out. Mrs. McDougall stated that she would send an email to the Board of Education regarding same.

Additionally, Mrs. McDougall stated that based on the birth rate of children over the last five years, it is expected that the Hampton Public School will experience a higher # of child enrollment in the next few years. For instance, next year, we may have up to 121 students enrolled in Hampton Public School.

New Business – None.

Board Trustee Gina Sharkey moved the following resolution:

Recommend the communications mentioned be listed in the minutes and action be taken as necessary.

Sender	Subject	Referred to
Marielia Gavlick, Ph.D.	Board of Education Vacancy – Letter of Interest and Resume	Christine Werner, Interim B.A./B.S. Members, Hampton Board of Education
Megan Bruton	Board of Education Vacancy – Letter of Interest and Resume	Christine Werner, Interim B.A./B.S. Members, Hampton Board of Education

The motion was seconded by Board Trustee Cheryl Drzewoszewski and approved was approved by a unanimous voice vote of the members present.

President Tim Reeve noted that the Board of Education will suspend the current order of business to enter executive session at this time for the purpose of discussing Board of Education Trustee interviews in accordance with Board of Education Policy #0143.

EXECUTIVE SESSION

Motion by Board Trustee Cheryl Drzewoszewski, seconded by Board Trustee Gina Sharkey, that **RESOLVED**, pursuant to N.J.S.A. 10:4-13 and 10:4-12 that the Hampton Board of Education hold a closed Executive Session regarding contract negotiations, personnel, and/or matters pertaining to attorney/client privilege. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

The motion was made at 7:42 pm and was approved by a unanimous voice vote by all members present.

EXECUTIVE SESSION – **A motion is requested to come out of executive session.**

Motion by Board Trustee Cheryl Drzewoszewski, seconded by Board Trustee Gina Sharkey, to close executive session at 8:40 pm. The motion was approved by a unanimous voice vote by all members present.

The Board reconvened in Public Session at 8:40 pm with the following members present:

Present: Mrs. Drzewoszewski, Ms. Sharkey and Mr. Reeve, President.

President Tim Reeve commented that the Board of Education has had the distinct pleasure in interviewing two highly qualified persons to fill the Board Trustee vacancy this evening. President Time Reeve stated that not to be cliché, the decision to select one candidate was a difficult one. In fact, President Reeve stated that he would like to have had two vancancies so that the Board of Education could appoint both individuals to the Board. President Reeve encouraged both candidates present this evening to seek election to the Board of Education at the next School Board Election to be held in April 2012.

Motion by Board Trustee Cheryl Drzewoszewski, seconded by Board Trustee Gina Sharkey, to appoint Mrs. Megan Bruton to fill the Board of Education Trustee vacancy from December 21, 2011 through April 30, 2012 until the next School Board Election to be held on April 17, 2012.

AYES: Ms. Drzewoszewski, Ms. Sharkey, and Mr. Reeve, President
NAYS: None
ABSTENTIONS: None

President Tim Reeve stated “Congratulations, Mrs. Bruton!” It is anticipated that you will be given the Oath of Office at the next Board of Education meeting.

At the present time, President Tim Reeve noted that the Board of Education will suspend the current order of business to enter executive session at this time for the purpose of discussing personnel, legal matters and contracts.

EXECUTIVE SESSION

Motion by Board Trustee Cheryl Drzewoszewski, seconded by Board Trustee Gina Sharkey, that RESOLVED, pursuant to N.J.S.A. 10:4-13 and 10:4-12 that the Hampton Board of Education hold a closed Executive Session regarding contract negotiations, personnel, and/or matters pertaining to attorney/client privilege. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

The motion was made at 8:44 pm and was approved by a unanimous voice vote by all members present.

EXECUTIVE SESSION – A motion is requested to come out of executive session.

Motion by Board Trustee Gina Sharkey, seconded by Board Trustee Cheryl Drzewoszewski, to close executive session at 8:58 pm. The motion was approved by a unanimous voice vote by all members present.

The Board reconvened in Public Session at 8:58 pm with the following members present:

Present: Mrs. Drzewoszewski, Ms. Sharkey and Mr. Reeve, President.

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.

ADJOURNMENT - There being no further business to come before the board, Board Trustee Cheryl Drzewoszewski made a motion, seconded by Board Trustee Gina Sharkey and carried by Unanimous Voice Vote to adjourn the December 20, 2011 Regular Meeting of the Hampton Board of Education at 8:59 PM.

Respectfully Submitted,

Joanna Hughes
Board Secretary Pro-Tem

JH/cmw