

**MINUTES OF THE REGULAR BUSINESS MEETING  
of the  
HAMPTON BOARD OF EDUCATION  
32-41 South Street  
Hampton, NJ 08872**

**November 15, 2011**

**Call to Order – Tim Reeve, President** - The meeting was called to order by President Tim Reeve at 7:04 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.

**Roll Call – Christine Werner, Interim SBA/Board Secretary**

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

Absent:                   Kimberly Donnenberg  
Also Present:           Joanna Hughes, Superintendent/Principal  
                              Christine Werner, Interim Business Administrator/Board Secretary  
                              There were eight (8) members of the public present.

**Minutes Approval**

Board Trustee Gina Sharkey moved the following resolution:

**Recommend** the Board approve the minutes of the following meetings:

October 25, 2011 - Regular Meeting  
October 25, 2011 – Executive Session Meeting

**\*Discussion:** It was noted that the meeting dates as listed in October should be amended to read October 28, 2011.

Board Trustee Gina Sharkey moved the following resolution as amended:

**Recommend** the Board approve the minutes of the following meetings:

October 28, 2011 - Regular Meeting  
October 28, 2011 – Executive Session Meeting

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

## **Communications**

Board Trustee Cheryl Drzewoszewski moved the following resolution:

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

1. Board Trustee Vacancy and Appointment Procedures – Bylaw #0143
2. K-2 Revised Mathematics Curriculum

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

### **Comments from Public I( Public discussion of 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*

*Mr. Neil McCartney, 69 New Street, commented that BOE meeting minutes were not being accurately recorded i.e. Board of Education Meeting held on August 16, 2011 did not reflect that some 150-200 members of the public were present. Board Trustee Cheryl Drzewoszewski noted that the Board Secretary posts the minutes of the Board of Education meeting after they have been approved. Board Trustee Cheryl Drzewoszewski stated that Mrs. Werner, the Interim Business Administrator/Board Secretary was currently in the process of making changes to the Board of Education Agenda and Minutes to comply with Board of Education Policy and NJ Regulations. Mr. McCartney inquired if the the Board of Education should not make meeting minutes available to the public in a more timely manner. A brief discussion ensued. It was noted that minutes are not official until such time that they have been approved by the Board of Education and that there are other methodologies of providing information to the public regarding Board of Education matters and action that has been taken by the Board of Education, such as with the use of a “Board Meeting Report”, but that minutes are not official until the Board of Education has taken action to approve them. It was also noted that Board of Education Policy governs the time frame of which minutes are to be made available to the Board of Education for approval and then, said official minutes, are made immediately available to the public. It was also noted that they may be reviewed or a copy obtained by any member of the public when the Board Secretary has received of an OPRA request. OPRA requests are available on the district’s website or by request from the Board Secretary at any time during regular Business Office hours.*

*Board Trustee Cheryl Drzewoszewski noted that an Exploratory Committee has been formed with a few local Hunterdon County School Districts to explore shared services between the districts pertaining to Administration, facility maintenance contracts, staff training, special education programs, and extracurricular activities and sports. Board Trustee Cheryl Drzewoszewski stated that she would continue to keep the Board of Education and the public informed regarding the activities and findings of the Exploratory Committee as they develop.*

## Committee Reports

### Finance and Building & Grounds – Timothy Reeve

#### **A. Facility Request**

**Recommend** the Board approve the following facility request(s) as presented:

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

1. Warren Warriors: Travel basketball practice. The gym is needed Tuesday and Thursday night from November – March for basketball practice. The team would like to use the gym from 7:00 pm – 8:30 pm (The day of the week might change when unable to use gym do to holiday concert etc).
  - **Note: The Facility Use fee has been negotiated per the request of the Board of Education and Chief School Administrator.**

**All in favor.**

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

2. Wildcats Travel Basketball (4<sup>th</sup> grade team): Use of the gym November 21, 2011 – March 10, 2012 for Basketball practice. The gym is needed Monday and Friday from 5:30 pm – 7:00 pm.

\* A brief discussion ensued regarding the price to be charged to the Wildcats Travel Basketball team for use of the gym. Board Trustee Cheryl Drzewoszewski stated that the resolution should include a notation pertaining to same as utilized in resolution #1 above.

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

2. Wildcats Travel Basketball (4<sup>th</sup> grade team): Use of the gym November 21, 2011 – March 10, 2012 for Basketball practice. The gym is needed Monday and Friday from 5:30 pm – 7:00 pm.
  - **Note: The Facility Use fee shall be negotiated per the request of the Board of Education and Chief School Administrator.**

\* A brief discussion ensued regarding the request for Facility Usage which may be in conflict with HPS Basketball games which shall take precedence over all other facility usage requests from outside groups. Discussion ensued regarding the fee schedule that shall be negotiated with the Wildcats Travel Basketball team – Non-Profit group fee to be charged = \$20.00/hour –vs- Profit group fee to be charged = \$40.00/hour. Chief School Administrator Hughes was asked to request that Mrs. Lentine negotiate a fee, schedule dates for Wildcat Travel Basketball's facility usage in conjunction with the HPS's facilities use calendar and advise the Board of Education at the next opportunity.

**Motion Carried.**

#### **B. Building Maintenance - Timothy Reeve**

Chief School Administrator Hughes stated that the glass has been ordered. CSA Hughes stated that it was under warranty and that the only cost to the district was shipping charges.

### **Negotiations –Timothy Reeve**

President Tim Reeve stated that a Negotiations meeting between the Hampton Teachers' Association and the HBOE Negotiations Committee (President Reeve and Board Trustee Gina Sharkey) has been scheduled to take place on Wednesday, November 30, 2011.

### **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 application for course reimbursement submitted by Michael Jones for the course: Students, Teachers, Social Policy and the Law, a 3 credit class at Centenary College for the 2011-2012 school year. The course begins January 2012.

**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 the request for Professional Day for Lesley Dignazio. Mrs. Dignazio would like to attend The 4<sup>th</sup> Annual Special Education Common Core Standards and Assessments Conference. The conference will be held on December 6, 2011 in Somerset, New Jersey. Cost: \$149.99 (conference cost). This will be funded through the 2011-2012 NCLB Title IIA grant.

**Motion Carried.**

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

**Recommend** the Board approve the continued employment of Christine M. Werner as Interim Business Administrator/Board Secretary for the period of November 20, 2011 through January 20, 2012.

**Motion Carried.**

### **Policy – Gina Sharkey and Cheryl Drzewoszewski**

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

### **Legislative Delegate**

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

President Tim Reeve stated that the Board of Education suspend the regular order of business at this time to allow our 8<sup>th</sup> grade student guest to provide an overview of current school events to the Board of Education.

*Mr. Micheal D----- introduced himself to the public and the Board of Education Members. Mr. D..... stated:*

*Hello and Good Evening! I'm Michael and I'm here to represent my 8<sup>th</sup> grade class for the month of November. Tonight I will tell you some interesting things that have happended and will happen in the next month:*

*Students of the Month: Our three students of the month were Jenna Zabinski in 6<sup>th</sup> grade, Lucas Circello in 7<sup>th</sup> grade, and Mackenzie Kiley in 8<sup>th</sup> grade. Congratulations to my classmates!*

*We also had many nominees that will be given a breakfast by Mr. Jones on Friday, November 18.*

*Jolly Rancher of the Week: Each week Mr. Jones puts up a word of the week, He then looks for students performing that word during the week of school and then those students receive a Jolly Rancher on Friday: This week's important word is "Passion".*

*Academic Incentive: This program is still going strong! All students are really working hard to achieve this goal. This program is a huge hit! All students participating and homework has gotten better. All students are taking responsibility and working to achieve this goal.*

*Student Leadership Council Elections: On Friday, students will be voting for their class officers this year.*

*Classroom topics being covered in our subject areas:*

*Art – We are making "Bully Free" posters.*

*Physical Education – We are participating in Volleyball.*

*Math – We are learning about the square root of numbers.*

*Music – We are learning about the Jazz Era.*

*Social Studies – We are learning about the Reconstruction Era and President Andrew Jackson.*

*Spanish – We are learning the names of food in Spanish.*

*Language Arts/Reading – We are reading "The Outsiders".*

*Science – We are learning about light and mirrors.*

*Mr. D----- concluded his presentation saying "Thank you for your time and as 8<sup>th</sup> graders, we look forward to coming before you each month with many great things happening at our school in 2011!"*

**President Tim Reeve thanked Mr. D----- for his very informative report of current events as presented!**

**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 William Peterson, 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 7:28 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 William Peterson, to close executive session at 7:50 pm. The motion was approved by a unanimous voice vote by all members present.

The Board reconvened in Public Session at 7:50 pm with the following members present:

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

**Curriculum & Technology-Timothy Reeve and Cheryl Drzewoszewski**

There were no curriculum & technology matters presented for discussion or consideration this evening.

**Negotiations – William Peterson & Timothy Reeve**

President Tim Reeve noted that the Hampton Board of Education has been approached by the Franklin Township Board of Education regarding a shared services arrangement pertaining to the Superintendent. President Tim Reeve stated that Board Trustee Kimberly Donnenberg and Board Trustee Gina Sharkey will serve on the preliminary committee to review the feasibility of the proposal initiated by the Franklin Township Board of Education earlier this evening.

**ESC Representative-Kimberly Donnenberg**

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

**Hunterdon County SBA Representative-Kimberly Donnenberg**

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

**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 William Peterson, seconded by Board President Tim Reeve that the following resolution be adopted as presented:

**Recommend** 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 as of October 25, 2011.

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

Motion by Board Trustee William Peterson, seconded by Board President Tim Reeve that the following resolution be adopted as presented:

**Recommend** the Board authorize the Interim Business Administrator to pay bills during the month of October 2011 that shall be post approved at the next meeting of the Hampton Board of Education.

**Motion Carried.**

Motion by Board Trustee William Peterson, seconded by Board President Tim Reeve that the following resolution be adopted as presented:

**Recommend** the Board confirm the approval of the payrolls for September 1, 2011 in the amount of \$88,410.12, September 15, 2011 in the amount of \$91,072.48 and September 30, 2011 in the amount of \$89,531.11.

- **Discussion ensued. Interim Business Administrator Werner respectfully requested that the resolution be amended as follows:**

**Recommend** the Board confirm the approval of the payrolls for September 1, 2011 in the amount of \$88,410.12, September 15, 2011 in the amount of \$91,072.48 and ~~September 30, 2011~~ October 3, 2011 in the amount of \$89,531.11 (P/E date September 30, 2011).

**All in favor.**

Motion by Board Trustee William Peterson, seconded by Board President Tim Reeve that the following resolution be adopted as presented:

**Recommend** the Board confirm the approval of the payrolls for September 1, 2011 in the amount of \$88,410.12, September 15, 2011 in the amount of \$91,072.48 and October 3, 2011 in the amount of \$89,531.11 (P/E date October 1, 2011).

**Motion Carried.**

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

**Recommend** the Board accept/approve the Student Activity Fund report for the month of September 2011, submitted by Mrs. Sharon Lentine in the amount of \$1,482.13.

**Motion Carried.**

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

**Recommend** the Board accept/approve the Administrative Account Report for the month of September 2011, submitted by Mrs. Sharon Lentine in the amount of \$1,622.68.

**Motion Carried.**

Motion by Board Trustee William Peterson, seconded by Board Trustee Kimberly Donnenberg that the following resolution be adopted as presented:

**Recommend** the Board accept/approve the Cafeteria's Monthly report for the month of September 2011, submitted by Mrs. Sharon Lentine in the amount of \$3,519.87.

**Motion Carried.**

### **Chief School Administrator's Report – Joanna Hughes**

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

#### **October 2011 Events:**

October 10	In-Service Day
October 11	Fire Drill
October 18	Mobile dentist – 17 students treated
October 20	Gr. 5/Enrichment fieldtrip to Grounds for Sculpture
October 24	North Hunterdon Rotary delivered dictionaries to Gr. 3 Students (service provided each year)
October 24	Security Drill – Lock Down
October 25	Red Ribbon Week Anti-Drug Assembly with NJ State Trooper Walsh – Activities throughout the week.
October 26	PreK to Grochowicz Pumpkin Patch
October 27	Safer Schools for a Better Tomorrow Workshop, RVCC
October 28	End of 1 <sup>st</sup> marking period

#### **November 2011 Events:**

November 3,7,8	Parent/Teacher Conferences
November 4	Report cards distributed
November 7, 8, 9	Early dismissal
November 7	Portrait Retakes
November 7, 8	Book Fair and Conferences
November 10, 11	NJEA Convention-School not in session
November 15	American Education Parent Visitation Day

2. **NJSBAIG Safety Grant 2011** – Chief School Administrator Hughes discussed the NJSBAIG Safety grant recently received by the district in the amount of \$2,800.00. Chief School Administrator Hughes stated that the funding would be utilized for tree removal services and the balance of the grant funds will be utilized to repair various locks on various doors in the school building.
3. **NJSQAC** (NJ Quality Single Accountability Continuum) – Chief School Administrator Hughes noted that the Hampton Public School will be undergoing QSAC this year. Chief School Administrator Hughes stated that QSAC is the State's evaluation and monitoring system for NJ School districts and that each school district must undergo this evaluation/monitoring process every 3 years.



4. **ZUMBA** – Chief School Administrator Hughes noted an article published in the ZUMBA Life Magazine about our own Alice Burtnick and Yong Cedro. Chief School Administrator Hughes stated that these individuals should be recognized for their accomplishment of success and publication of same.
5. **Chief School Administrator Hughes provided an update and overview of the following facilities matters:**
  - a) Window replacement.
  - b) School Sign vandalism matter.
  - c) Building Project closing update  
RE: Communications document as presented – “Letter regarding construction project at Hampton School”

**Old Business** – None.

### **New Business**

Board Trustee William Peterson inquired as to the letter of correspondence from the Borough of Hampton, regarding consideration of and the status of payment pertaining to the reprinting of local tax bills. Chief School Administrator Hughes noted that it is expected the invoice received from the Borough will be processed for payment at the next opportunity.

President Tim Reeve stated that he had received a letter of resignation earlier today from Board Trustee William Peterson. President Tim Reeve stated that Board Trustee William Petersen will be sorely missed. President Reeve then stated, “Thank you for all of your time having served as a Hampton Board of Education Trustee. We appreciate it!” President Tim Reeve then presented Board Trustee William Peterson with an appreciation plaque. Board Trustee William Peterson stated that “he had no speech this evening. I will just say “thank you” to the Board of Education and the public for all of your support.”

### **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 William Peterson made a motion, seconded by Board Trustee Gina Sharkey and carried by Unanimous Voice Vote to adjourn the October 25, 2011 Regular Meeting of the Hampton Board of Education at 8:15 PM.

Respectfully Submitted,

Christine M. Werner  
Interim School Business Administrator/Board Secretary