

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

**Minutes
April 17, 2012**

Call to Order – Cheryl Drzewoszewski, Vice President –The meeting was called to order by Vice President Cheryl Drzewoszewski at 7:10 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 was read into the minutes by Vice President Drzewoszewski:

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 – Interim Board Secretary Werner

Present: Cheryl Drzewoszewski, Vice President
Megan Bruton
Kimberly Donnenberg

Absent: Gina Sharkey and Tim Reeve, President.

Also Present: Joanna Hughes, Chief School Administrator
Christine Werner, Interim Business Administrator/Board Secretary
There were no members of the public present.

EXECUTIVE SESSION

Motion by Board Trustee Kimberly Donnenberg, seconded by Board Trustee Megan Bruton, 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 7:13 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 Megan Bruton, seconded by Board Trustee Kimberly Donnenberg, to close executive session at 8:30 pm. The motion was approved by a unanimous voice vote by all members present.

The Board reconvened in Public Session at 8:30 pm with the following members present:

Present: Ms. Bruton, Ms. Donnenberg and Ms. Drzewoszewski, Vice President.

Communications

Board Trustee Kimberly Donnenberg moved the following resolution:

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

Sender	Subject	Referred to
Joanna Hughes Christine M. Werner	2012-2013 School Budget Newsletter	Mr. Tim Reeve, Board President Members, Hampton Board of Education
Joanna Hughes Christine M. Werner	DRAFT Hampton Elementary School “Interdistrict School Choice Program Application”	Mr. Tim Reeve, Board President Members, Hampton Board of Education

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

Board President’s Report

Vice President Cheryl Drzewoszewski stated that the Shared Services Exploratory Committee has completed and released the community survey to explore shared services and/or consolidation to the public. The deadline for the return of the surveys to the committee is May 1, 2012. Vice President Cheryl Drzewoszewski stated the the Committee has already received 45 responses to date and that the Exploratory Committee will compile the data and is expected to present the information to the public by the end of May.

Chief School Administrator's Report – Joanna Hughes

1. **Interdistrict School Choice Application** – Chief School Administrator Hughes discussed the Hampton Public School's Interdistrict School Choice Application to the New Jersey Department of Education for implementation during with the 2013-2014 school year if our application is approved.
2. **April 2012 and May 2012 Calendar and School Events** – Chief School Administrator Hughes discussed the following scheduled events:
 - a. Chief School Administrator stated that the “Honk, Jr” performances on March 29 and 30 were a huge success. This musical adaption of “The Ugly Duckling” was performed before a packed house. Chief School Administrator Hughes congratulated the students and staff on their success!
 - b. Chief School Administrator Hughes provided a report on the monthly Fire Drill and Security Drill:
Fire Drill – February 1, 2012
Security Drill – February 22, 2012
 - c. Chief School Administrator Hughes noted that the district has purchased additional computers for the district utilizing REAP grant funds.
 - d. Chief School Administrator Hughes provided an update regarding the repair of the district's sinks and replacement of the water heater.
 - e. Chief School Administrator Hughes noted that the Six-Month Asbestos Surveillance report is completed.

Calendar of Events:

April 26 – Pot Luck Dinner
April 27 – Mobile Dentist
May 2 – Mid-marking period cut-off
VHS – Coaches visit with 8th grade students
May 4 – Pep Rally
May 7 – 10 – NJ ASK Testing/Gr. 3
7 – 11 – NJ ASK Testing/Gr. 4
May 9 – PreK and Kindergarten field trip to Kevlar Farms
May 11 – H.S.A. Flower Sale and Parent's Luncheon
May 14 – Graduation Portraits
May 15 – Gr. 7 and Gr. 8 Track and Field Day at VHS
PreK Lottery
May 16 – Somerset Patriot's Day
May 17 – Spring Concert
May 22 – PreK and Kindergarten Water Day – Gr. 4 Cake Day
May 23 – Young Audiences Assembly – all grades.
May 24 - Gr. 6/7/8 to Boro Park
May 25 – Gr. 2 and Gr. 3 field trip to Quiet Valley
May 28 – Memorial Day – School Closed
May 30 – K and Gr. 1 field trip to Howell Living History
Gr. 4 & Gr. 5 field trip to DaVinci Center
May 31 – Gr. 8 class trip.
PreK end of year celebration.

3. **Zumba for Babies Fundraiser Event** – Chief School Administrator Hughes discussed the request from the Desch family with regard to a Zumba fundraiser event to be held on Thursday, May 3. Chief School Administrator Hughes stated that all proceeds from this event will be donated to the March of Dimes.
4. **RTTT3 Grant Application** – Chief School Administrator Hughes discussed the New Teacher Evaluation System and implementation of same. Chief School Administrator Hughes discussed the RTTT3 grant application submission for Hampton Public School noting that our district is currently collaborating with the NHVHS district consortium district to review the evaluation systems that are available and preferences pertaining to same to insure that there is consistency as to the evaluation instrument for the consortium districts.

Interim Board Secretary's Report – Christine M. Werner

Interim Board Secretary Werner reviewed and briefly discussed the following:

1. 2012-2013 School Budget Newsletter as presented.
2. Board of Education Reorganization Meeting and Appointments and Considerations.
3. Auditor Services RFP 2012-2013 consideration.
4. Food Service RFP 2012-2013 consideration.
5. Superintendent's Evaluation form to be completed on-line.

Discussion: Discussion ensued. Chief School Administrator Hughes and Interim Board Secretary Werner reviewed the 2012-2013 School Budget Newsletter as presented. The Board Trustees present requested that Interim Board Secretary Werner prepare RFPs for Auditor services and Food Service Management Company services for the 2012-2013 school year for review and consideration of same at the next opportunity. Interim Board Secretary Werner stated that she would contact NJSBA to insure that all Board Trustees are able to complete the annual Superintendent's Evaluation on-line at the next opportunity.

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 Megan Bruton moved, seconded by Board Trustee Kimberly Donnenberg to open the public session at 8:47 p.m. and was approved by a unanimous voice vote by all members present. Vice President Drzewoszewski opened the meeting to the public at 8:47 p.m.

There being no items for discussion at this time, Board Trustee Megan Bruton moved, seconded by Board Trustee Gina Sharkey to close the public session at 8:47 pm. This was approved by a unanimous voice vote by all members present.

Committee Reports

Finance and Building & Grounds – Timothy Reeve and Cheryl Drzewoszewski

A. Facility Request – Timothy Reeve and Megan Bruton

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

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

Group	Purpose	Date	Time	Fee (if applicable)
Class of 2012 Graduation Planning (Kris Petersen)	Graduation Planning	Tuesday April 24, 2012	7:30 pm – 9:00 pm	N/A

- All dates/times are subject to cancellation in the event of inclement weather by the Chief School Administrator in consult with the Board President or Vice President and the Finance & Buildings and Grounds Committee Member.

Motion carried by a unanimous voice vote of all members present.

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

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

Group	Purpose	Date	Time	Fee (if applicable)
Hampton Woman's Club	Flea Market	Saturday June 2, 2012	8:00 am – 4:00 pm	N/A

- All dates/times are subject to cancellation in the event of inclement weather by the Chief School Administrator in consult with the Board President or Vice President and the Finance & Buildings and Grounds Committee Member

Motion carried by a unanimous voice vote of all members present.

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

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

Group	Purpose	Date	Time	Fee (if applicable)
Zumba for Babies	Fundraiser for March of Dimes	Thursday May 3, 2012	6:15 pm – 8:30 pm	N/A

- All dates/times are subject to cancellation in the event of inclement weather by the Chief School Administrator in consult with the Board President or Vice President and the Finance & Buildings and Grounds Committee Member

Motion carried by a unanimous voice vote of all members present.

B. Building Maintenance- Timothy Reeve

There were no Building Maintenance matters presented for discussion this evening.

C. Negotiations –Timothy Reeve & Gina Sharkey

There were no Negotiations matters presented for discussion this evening.

D. Personnel – Kimberly Donnenberg & Gina Sharkey

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

Recommend the Board approve the request for Professional Day for Ruth Ann Dalrymple.

Date	Teacher	Subject	Estimated Cost
05/18/12	Ms. Ruth Ann Dalrymple	“Using RTI Process to Help Your Students Before They Fall Too Far Behind in Mathematics” Conference Newark, NJ	\$225.00 NCLB Title IIA Mileage \$30.19 (97.36 miles @ .31/mile) - Current Exp. Substitute: \$90.00 NCLB Title IIA

AYES: Ms. Bruton, Ms. Donnenberg and Ms. Drzewoszewski, Vice President
NAYS: None
ABSTENTIONS: None

E. Policy – Gina Sharkey and Cheryl Drzewoszewski

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

Recommend the Board approve the **second reading** and adoption of the following Bylaw, Policy and Regulation Revisions:

BYLAW, POLICY AND REGULATION – revisions:

Number	Title
0168	Recording Board Meetings
5519	Dating Violence At School
6424	Emergency Contracts
6472	Tuition Assistance
8505	School Nutrition
9180	School Volunteers
9181	Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants

Number	Title
R 5519	Dating Violence At School

Motion carried by a unanimous voice vote of all members present.

F. Legislative Delegate- Megan Bruton

Board Trustee Megan Bruton noted that the next Legislative Delegate conference is scheduled on May 19, 2012 stating that she is unable to attend. A brief discussion ensued with Vice President Cheryl Drzewoszewski requesting that Board Trustee Megan Bruton contact either Board Trustee Gina Sharkey or President Reeve to inquire if either individual could attend on her behalf.

G. Curriculum & Technology-Timothy Reeve and Cheryl Drzewoszewski

Motion by Board Trustee Kimberly Donnenberg, seconded by Board Trustee Megan Bruton, 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) A.I. Incentive Behavior Program

Date	Grade	Field Trip
May 16, 2012	Grades 6,7, & 8	Somerset Ball Park, NJ Admission: 27 Students x \$5.00/each = \$ 135.00 3 Chaperones x \$5.00/each = \$ 15.00 \$ 150.00 HSA Bus Transportation Cost First Student: \$ 374.88 Current Expense Substitute Teacher/Nurse: \$ 270.00 Current Expense

AYES: Ms. Bruton, Ms. Donnenberg and Ms. Drzewoszewski, Vice President
NAYS: None
ABSTENTIONS: None

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

Recommend the Board approve the submission of the Interdistrict Public School Choice Program Application to the New Jersey Department of Education as presented.

Motion carried by a unanimous voice vote of all members present.

H. ESC Representative-Kimberly Donnenberg

There were no additional ESC matters presented for discussion this evening.

I. Hunterdon County SBA Representative-Kimberly Donnenberg

Board Trustee Kimberly Donnenberg noted that the Hunterdon County Annual Spring Meeting and Dinner event will be held in May. Board Trustee Kimberly Donnenberg stated that she will provide more details at the next opportunity.

J. Communication-Gina Sharkey and Cheryl Drzewoszewski

There were no Communication matters presented for discussion this evening.

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

Motion by Board Trustee Kimberly Donnenberg, seconded by Board Trustee Megan Bruton, that the following resolution be adopted:

Recommend the Board authorize the Interim Business Administrator/Board Secretary to generate payments through April 30, 2012. Actions will be presented to the Board for subsequent approval at the May 15, 2012 Business Meeting.

AYES: Ms. Bruton, Ms. Donnenberg and Ms. Drzewoszewski, Vice President
NAYS: None
ABSTENTIONS: None

Motion by Board Trustee Megan Bruton, seconded by Board Trustee Kimberly Donnenberg, 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 April 17, 2012 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. Bruton, Ms. Sharkey and Ms. Drzewoszewski, Vice President
NAYS: None
ABSTENTIONS: None

Motion by Board Trustee Kimberly Donnenberg, seconded by Board Trustee Megan Bruton, that the following resolution be adopted:

Recommend the Board confirm the approval of the payrolls for April 2, 2012 in the amount of \$90,816.47 and April 13, 2012 in the amount of \$90,646.98.

AYES: Ms. Bruton, Ms. Sharkey and Ms. Drzewoszewski, Vice President
NAYS: None
ABSTENTIONS: None

Old Business – None.

New Business – None.

Comments from 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

Board Trustee Megan Bruton moved, seconded by Board Trustee Kimberly Donnenberg to open the public session at 9:16 p.m. and was approved by a unanimous voice vote by all members present. Vice President Drzewoszewski opened the meeting to the public at 9:16 p.m.

There being no items for discussion at this time, Board Trustee Megan Bruton moved, seconded by Board Trustee Kimberly Donnenberg to close the public session at 9:17 pm. This was approved by a unanimous voice vote by all members present.

ADJOURNMENT - There being no further business to come before the board, Board Trustee Megan Bruton made a motion, seconded by Board Trustee Kimberly Donnenberg and carried by Unanimous Voice Vote to adjourn the April 17, 2012 Regular Business Meeting of the Hampton Board of Education at 9:17 PM.

Respectfully Submitted,

Christine M. Werner
Interim Board Secretary

