

**HAMPTON BOARD OF EDUCATION  
SPECIAL MEETING  
Minutes  
April 25, 2012**

**Call to Order – Cheryl Drzewoszewski, Vice President** –The meeting was called to order by Vice President Cheryl Drzewoszewski at 7:30 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 April 19, 2012 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  
Gina Sharkey

Absent: Kimberly Donnenberg 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 Gina Sharkey, 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 7:32 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 Megan Bruton, to close executive session at 8:38 pm. The motion was approved by a unanimous voice vote by all members present.

The Board reconvened in Public Session at 8:38 pm with the following members present:

**Present: Ms. Bruton, Ms. Sharkey and Ms. Drzewoszewski, Vice President.**

**Communications**

**Board Trustee Gina Sharkey moved the following resolution:**

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

<b>Sender</b>	<b>Subject</b>	<b>Referred to</b>
Melissa Lashevicki	Leave of Absence Request	Ms. Joanna Hughes, Chief School Administrator Mr. Tim Reeve, Board President Members, Hampton Board of Education
Nancy Knight	Retirement	Ms. Joanna Hughes, Chief School Administrator Mr. Tim Reeve, Board President Members, Hampton Board of Education

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

**Board President’s Report**

Vice President Cheryl Drzewoszewski stated that she and Mrs. Werner will attend a Shared Services Initiative information meeting is being hosted by the Hunterdon County Educational Services Commission on May 1, 2012 and is expected to discuss many potential shared services topics.

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

1. **Grant Application – Anti-Bullying Bill of Rights Act Grant** – Chief School Administrator Hughes stated that the Anti-Bullying Bill of Rights Act grant application is nearly completed. Chief School Administrator Hughes stated that grant funding was recently made available for the HIB initiative that was initiated by Governor Christie but was an unfunded mandate for NJ School Districts. Chief School Administrator Hughes stated that the funding may be utilized for the following:

- District and School Staff HIB Costs
- HIB Training Costs
- HIB Prevention Costs
- HIB Intervention Costs

Chief School Administrator Hughes noted that the deadline to submit the Anti-Bullying Bill of Rights grant is May 11, 2012.

## **Interim Board Secretary's Report – Christine M. Werner**

Interim Board Secretary Werner reviewed and briefly discussed the following:

1. Food Service RFP 2012-2013 SY as presented.
2. Auditor Services RFP 2012-2013 as presented.

**Discussion:** A brief discussion ensued. The Board Trustees present requested that Interim Board Secretary Werner also consider preparing an RFP for School Physician services for the 2012-2013 school year. Interim Board Secretary Werner stated a sample RFP would be provided for the Board of Education's review 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 Gina Sharkey moved, seconded by Board Trustee Megan Bruton 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 Megan Bruton

#### A. Facility Request – Timothy Reeve and Megan Bruton

Motion by Board Trustee Megan Bruton, seconded by Board Trustee Gina Sharkey, 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)
Helena Petrossian	Mothers Day Flower Sale Front Lobby	Friday May 11, 2012	9:00 am – 3:00 pm	N/A
	Mother's Day Luncheon		11:15 am – 12:30 pm	

- 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.

**Discussion:** A brief discussion ensued regarding the “Mother’s Day Luncheon” event scheduled to be held on May 11, 2012. It was the consensus of the Board Trustees present that the “Mother’s Day Luncheon” be changed to be “Parent’s Day Luncheon” and be held in honor of both mothers and fathers being that the school year will end prior to Father’s Day

Motion by Board Trustee Megan Bruton, seconded by Board Trustee Gina Sharkey, that the following resolution be amended and adopted as presented:

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

Group	Purpose	Date	Time	Fee (if applicable)
Hampton School Association	Parents Day Luncheon	Friday May 11, 2012	11:15 am – 12:30 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.

**All in favor.  
Motion Carried.**

#### 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 Gina Sharkey, seconded by Board Trustee Megan Bruton, that the following resolution be adopted as presented:**

**Recommend** the Board approves the request for Course Reimbursement request for Michael Jones to enroll in the course 650 GED Principals and Practices of Supervision, a 3 credit course at Centenary College. Class begins May 14, 2012. Reimbursement will be in accordance with the HEA Contract.

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

**Motion by Board Trustee Megan Bruton, seconded by Board Trustee Gina Sharkey, that the following resolution be adopted as presented:**

**Recommend** the Board approves the Family Leave of Absence request from Melissa Lashevicki effective on or about August 23, 2012 through Janaury 2, 2013 utilizing accumulated sick days, family illness and personal days in accordance with the HEA Contract.

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

**Motion by Board Trustee Gina Sharkey, seconded by Board Trustee Megan Bruton, that the following resolution be adopted as presented:**

**Recommend** the Board approve the retirment of Nancy V. Knight effective June 30, 2012. Payment for her accumulated sick pay shall be in accordance with the HEA Contract.

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

**E. Policy – Gina Sharkey and Cheryl Drzewoszewski**

There were no Policy matters presented for discussion this evening.

**F. Legislative Delegate- Megan Bruton**

Board Trustee Megan Bruton noted that she was unable to attend the Legislative Delegate conference in May. A brief discussion ensued. Board Trustee Gina Sharkey stated she would check her schedule to see if she will be able to Attend the conference.

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

**Motion by Board Trustee Gina Sharkey, 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) New York City

Date	Grade	Field Trip
May 31, 2012	Grade 8 8:00 a.m. – 11:30 p.m.	New York City, NY Admission: Students x 13                          None Chaperones x4                        None  Bus Transportation Cost First Student:    None Substitute Teacher/Nurse:                  \$ 270.00 Current Expense

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

**Motion by Board Trustee Gina Sharkey, seconded by Board Trustee Kimberly Donnenberg, that the following resolution be adopted as presented:**

**Recommend** the Board approve the submission of the Application for Funds to Support the Implementation of the Anti-Bullying Bill of Rights Act and Instructions Application to the New Jersey Department of Education as presented.

**Motion Carried.**

**H. ESC Representative-Kimberly Donnenberg**

There were no ESC matters presented for discussion this evening.

**I. Hunterdon County SBA Representative-Kimberly Donnenberg**

There were no Hunterdon Count SBA matters presented for discussion this evening.

**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 Megan Bruton, seconded by Board Trustee Gina Sharkey, that the following resolution be adopted:**

**Recommend** the Board accept/approve the Student Activity Fund report for the month of March 2012 submitted by Mrs. Sharon Lentine in the amount of \$3,016.82.

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

**Motion by Board Trustee Gina Sharkey, seconded by Board Trustee Megan Bruton, that the following resolution be adopted:**

**Recommend** the Board accept/approve the Administrative Fund report for the month of March 2012 submitted by Mrs. Sharon Lentine in the amount of \$3,088.00.

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

**Old Business** – Chief School Administrator Hughes noted that the North Hunterdon Little League Yankees were not going to use Hampton Public School baseball field as originally requested.

**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 Gina Sharkey moved, seconded by Board Trustee Megan Bruton to open the public session at 9:10 p.m. and was approved by a unanimous voice vote by all members present. Vice President Drzewoszewski opened the meeting to the public at 9:10 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 9:11 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 Gina Sharkey made a motion, seconded by Board Trustee Megan Bruton and carried by Unanimous Voice Vote to adjourn the April 25, 2012 Special Meeting of the Hampton Board of Education at 9:12 PM.

Respectfully Submitted,

Christine M. Werner  
Interim Board Secretary