

**HAMPTON BOARD OF EDUCATION
SPECIAL 2012-2013 PRELIMINARY BUDGET PRESENTATION MEETING
Minutes
February 29, 2012**

Call to Order – Tim Reeve, President –The meeting was called to order by President Tim Reeve at 7:15 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 February 24, 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 President Reeve:

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: Tim Reeve, President
Megan Bruton
Kimberly Donnenberg
Cheryl Drzewoszewski, Vice President
Gina Sharkey

Absent: None

Also Present: Joanna Hughes, Chief School Administrator
Christine Werner, Interim Business Administrator/Board Secretary
There were eleven (11) members of the public present.

HAMPTON BOROUGH 2012-2013 PRELIMINARY BUDGET DISCUSSION

- A. Overview of projected revenues and expenditures
- B. Comments or questions from Board Trustees
- C. Comments or questions from members of the public
- D. Voting on budget resolutions

Chief School Administrator Hughes and Interim Business Administrator/Board Secretary Werner noted that this evening's discussion was to provide an overview of the Administration's and Board of Education's efforts and priorities in developing the 2012-2013 school budget.

2012-2013 School Budget Highlights~

HPS maintains a Quality Educational Program for all students.
 HPS continues to contain Administrative expenses.
 HPS district is aggressively researching and reviewing opportunities to share services.
 HPS maintains a concentrated effort to infuse technology into the educational program.
 HPS facility improvements in accordance with the LRF.
 HPS will balance the needs of the students with the means of the local taxpayer.

CONSIDERATIONS IN THE 2012-2013 BUDGET DEVELOPMENT

- STUDENT ENROLLMENT/STAFFING
- CONTRACTED SALARIES
- CONTRACTED HEALTH BENEFITS
- MANDATED SPECIAL EDUCATION SPENDING
- MANDATED INSURANCE (GEN. LIABILITY, WKR. COMP)
- STATE MANDATED TESTING SERVICES

Current Year Budget

| | 2011-2012 | 2012-2013 Preliminary Budget | % Change |
|--------------|-------------|---------------------------------|----------------------------|
| Total Budget | \$3,084,905 | \$3,049,985 | Diff: (\$34,920) -0.02% |

Chief School Administrator Hughes made the following statement~

- We are committed to providing a quality instructional program reflecting a sensitivity to the residents and taxpayers of the Hampton School community.

2012-2013 Budget Timeline

| | |
|-------------------|---|
| February 28, 2012 | Proposed Tentative School Budget at Special Board of Education Meeting BOE Detailed Budget Presentation and Board of Education Approves Proposal |
| March 5, 2012 | Filing of Preliminary Budget and submission to Executive County Superintendent |
| March 18, 2012 | Last Day to Advertise for Budget Hearing |
| March 22, 2012 | Last day for Budget Approval by ECS |
| March 28, 2012 | Public Hearing and Adoption of Budget |
| November 6, 2012 | School Election for BOE Members |

Interim Business Administrator Werner stated that being that Chief School Administrator Hughes has been successful at closing out the referendum projects under budget, it is expected that there will be tax relief for the debt service portion of the local tax levy during the 2012-2013 school year.

A brief discussion ensued following the power point presentation prepared for this evening. President Reeve stated the 2012-2013 school budget is tentative and there will be continued discussions and adjustments as may be appropriate until the 2012-2013 school budget is adopted by the Board of Education at the annual Budget Hearing. President Reeve stated that the Board of Education will also consider public comments as may be appropriate over the next month. President Reeve stated that every effort is being made to insure that the budget input errors that were done in the past are never repeated, noting a careful review process has been instituted by the NJDOE in particular for the 2012-2013 school year budget.

President Reeve stated that the Board of Education will attend to authorizing the submission of the 2012-2013 preliminary budget to the Hunterdon County Executive Superintendent for his review and approval following any questions/comments that the public might have at this time. There were no comments or questions from the public at this time.

Motion regarding FY 2012-2013 Tentative School Budget

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

Recommend the Board, to approve the attached resolution to adopt the 2012-2013 Tentative Budget.
(Attachment 1)

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

School Board Elections

1. Budget/Election Timeline as follows:

| | |
|-------------------------|---|
| January – February 2012 | Board Committee Meetings as per schedule |
| February 29, 2012 | Proposed Tentative Budget sent to full Board |
| March 5, 2012 | Adoption and Filing of Preliminary Budget to ECS |
| March 18, 2012 | Last day to Advertise for Public Hearing |
| March 20, 2012 | Last day for Budget approval by ECS |
| March 29, 2012 | Public Hearing – Adopt Final Budget |
| June 5, 2012 | Nominating Petitions must be filed by 4:00 PM to County Clerk |

2. Board of Education Meeting Dates and Calendar through December 31, 2012

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

Recommend that the Hampton Borough Board of Education, upon the recommendation of the Chief School Administrator and Interim Business Administrator, approves the following schedule of meetings until the Board's Reorganization meeting on January 2, 2013. These additional meetings are necessary due to the Board's action to move the annual election to November.

| | |
|--------------------|---|
| April 17, 2012 | Regular Business Meeting / B.O.E. Annual Appointments |
| May 15, 2012 | Regular Business Meeting |
| June 19, 2012 | Regular Business Meeting |
| July 17, 2012 | Regular Business Meeting |
| August 21, 2012 | Regular Business Meeting |
| September 18, 2012 | Regular Business Meeting |
| October 16, 2012 | Regular Business Meeting |
| November 20, 2012 | Regular Business Meeting |
| December 18, 2012 | Regular Business Meeting |

In the event that said schedule is hereafter revised, the Interim Board Secretary is hereby directed to post and direct notice to the local newspaper and Hunterdon Democrat at least 48 hours before the revised meeting date; to file such notice with the Municipal Clerk of Hampton and mail said notice to those persons requesting the same.

AYES: Ms. Bruton, Ms. Donnenberg, Ms. Drzewoszewski, Ms. Sharkey, and President Reeve.

NAYS: None

ABSTENTIONS: None

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 Kimberly Donnenberg to open the public session at 7:36 p.m. and was approved by a unanimous voice vote by all members present. President Reeve opened the meeting to the public at 7:36 p.m.

Mayor Peter Winter thanked the Hampton Board of Education for their extraneous efforts in not increasing the local tax levy the 2% as is allowed being that the budget will not go to the local residents for approval. President Reeve stated that the Administration and Board of Education has made every effort to insure that there will be a 0% increase to the local tax levy while maintaining all educational programs. President Reeve stated that there is always a concern with a flat tax levy and any impact (negative) that this might have on the school budget, but that Administration has been able to do so without reducing any educational programs, by spending grant funds appropriately and maximizing them for educational programs for students. Much discussion ensued regarding the reductions to and the efficiencies in the 2012-2013 school budget, School Choice Application to increase student enrollment and revenue sources for the future, student achievement, grant opportunities such as RTTT3, shared services considerations (BA/BS, etc.), additional programs that have been implemented at no cost to the district (homework support provided after school as needed), efforts being made to showcase the attributes and great programs at HPS, and also, Chief School Administrator Hughes stated that the HPS staff is committed to improving HPS programs and public perception. Chief School Administrator Hughes stated that the district's grant funding (REAP, etc) has provided for educational technology upgrades and the purchase of mathematics textbooks across the grade levels in conjunction with the newly adopted mathematics curriculum. Chief School Administrator Hughes also noted that the HPS building has been upgraded (roof, etc.) and is well maintained and that this puts the district in a good position with regard to reduced facility costs. Chief School Administrator Hughes stated that the district continues to budget for smaller maintenance projects every year to insure that the HPS building is properly maintained and upgraded as necessary. Chief School Administrator Hughes also stated that the HPS HSA, Hampton Women's Club and Hampton Borough Community Education Foundation has been very generous to the Hampton Public School. Chief School Administrator Hughes stated that the Administration, Hampton School Community and the Hampton Board of Education are very thankful for their generosity.

There being no further items for discussion at this time, Board Trustee Cheryl Drzewoszewski moved, seconded by Board Trustee Megan Bruton to close the public session at 8:24 pm. This was approved by a unanimous voice vote by all members present.

Committee Reports

A. Finance and Building & Grounds –Timothy Reeve and Megan Bruton

There were no Finance and Buildings & Grounds matters presented for discussion this evening.

B. Building Maintenance- Timothy Reeve & Megan Bruton

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

There were no Personnel matters presented for discussion this evening.

E. Policy – Gina Sharkey and Cheryl Drzewoszewski

There were no Policy matters presented for discussion this evening.

F. Legislative Delegate-Megan Bruton

There were no legislative matters presented for discussion this evening.

G. Curriculum & Technology-Timothy Reeve and Cheryl Drzewoszewski

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

Recommend the Board, upon the recommendation of the Chief School Administrator, approves the Memorandum of Understanding between the New Jersey Department of Education and the Hampton Borough Board of Education entitled “Establishing a Framework of Collaboration in Support of the State in its Implementation of an Approved Race to the Top” Grant Project.

(Attachment A)

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

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

Recommend the Board, upon the recommendation of the Chief School Administrator, approves the submission of the New Jersey School Boards Association Insurance Group (NJSBAIG) ERIC-West sub fund – “Safety Grant Program” application, in the amount of \$3,100.00 for the period July 1, 2012 to June 30, 2013.

Discussion: Chief School Administrator Hughes provided an overview of the purchases that have been made utilizing NJSBAIG grant funds, including but not limited to, security cameras, door locks, etc. A brief discussion

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

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 County 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 President Tim Reeve, seconded by Board Trustee Megan Bruton, that the following resolution be adopted:

RESOLUTION CONCERNING CHAPTER 78 – SECTON 125 FLEXIBLE SPENDING ACCOUNTS & PREMIUM ONLY PLANS

Pursuant to the requirements of NJPL 2011 Chapter 78, the Hampton Board Of Education hereby resolves to implement a Section 125 Flexible Spending Account (FSA) program and Premium Only Plan (POP):

Pursuant to the requirements of NJPL 2011 Chapter 78, the Hampton Borough Board hereby resolves to implement a Section 125 Flexible Spending Account (FSA) program and Premium Only Plan (POP) effective May 1, 2012 as follows:

1. Pursuant to the “FSA Services & Pricing Comparison” marketing completed by our broker, Brown & Brown Advisors and dated February 28, 2012, the Board accepts the recommendation of its group insurance broker, Brown & Brown Benefit Advisors, Inc. to designate Aflac as the Board’s Section 125 POP and FSA administrator at no cost to the district, with the understanding that Aflac will have the opportunity to offer its voluntary plans to our employees. The premiums for these voluntary plans are fully paid by the employee(s).
2. The Board appoints Brown & Brown Benefits Advisors, Inc. as its broker-of-record for the district’s FSA and POP programs, as well as for any Aflac voluntary benefit plans purchased by the employees.
3. All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement these changes.

AYES: Ms. Bruton, Ms. Donnenberg, Ms. Drzewoszewski, Ms. Sharkey, and Mr. Reeve, President

NAYS: None

ABSTENTIONS: None

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

**A RESOLUTION BINDING THE HAMPTON BOARD OF EDUCATION
TO PURCHASE ELECTRIC GENERATION SERVICES
THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES (“ACES”) Bid
Cooperative Pricing System ID#E8801-ACECPS**

WHEREAS, *the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACECPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 et seq., and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 et seq. (“EDECA”) and the regulations promulgated thereunder; and*

WHEREAS, the Hampton Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2014 hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs’ Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, THEREFORE, BE IT RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACECPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACECPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2014 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

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

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

RESOLUTION TO AMEND NJSBAIG BYLAWS

WHEREAS, The New Jersey School Boards Association Insurance Group (NJSBAIG) Board of Trustees approved proposed amendments to its Bylaws at a public meeting on October 19, 2011 in accordance with Article IX© of the current NJSBAIG Bylaws; and

WHEREAS, the current NJSBAIG Bylaws require for the proposed amendments to be approved by member school districts; and

WHEREAS, seventy-five percent (3/4) of the member school districts must approve the proposed amendments within one hundred eighty days (180) of the hearing on the amendments;

NOW THEREFORE, BE IT RESOLVED that at a regular meeting of the Hampton Board of Education Held on the 28th day of February 2012, the Board

- Does
- Does Not

hereby approve the proposed amendments to the NJSBAIG Bylaws.

AYES: Ms. Bruton, Ms. Donnenberg, 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 Chief School Administrator and Interim Business Administrator to Submit an amended FY2011 NCLB Title IIA Application on behalf of the Hampton Public School.

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

Chief School Administrator's Report – Joanna Hughes – None.

Old Business – None.

New Business

President Time Reeve noted that the 2012-2013 school year budget represents a 0% increase in the general fund tax levy from that was requested in 2011-2012 school year versus that which will be requested in the 2012-2013 school year. The amount to be requested from the local taxpayer will remain at \$1,738,462 to support the school district's current expense budget for the ensuing school year. President Reeve stated that any questions or concerns should be sent to the Board of Education or Administration and will be responded to at the next opportunity.

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 Kimberly Donnenberg moved, seconded by Board Trustee Gina Sharkey to open the public session at 8:37 p.m. and was approved by a unanimous voice vote by all members present. President Reeve opened the meeting to the public at 8:37 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 8:38 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 Kimberly Donnenberg made a motion, seconded by Board Trustee Gina Sharkey and carried by Unanimous Voice Vote to adjourn the February 29, 2012 Special Meeting of the Hampton Board of Education at 8:39 PM.

Respectfully Submitted,

Christine M. Werner
Interim Board Secretary