

**HAMPTON BOARD OF EDUCATION
REGULAR MONTHLY BUSINESS MEETING
Minutes
November 27, 2012**

Call to Order – Tim Reeve, President –The meeting was called to order by President Tim Reeve at 7:03 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 November 15, 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 – Board Secretary Werner

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

Absent: Kimberly Donnenberg

Also Present: Art DiBenedetto, Interim Chief School Administrator
Christine Werner, Business Administrator/Board Secretary
There were 10 members of the public present.

EXECUTIVE SESSION

Motion by Board Trustee Cheryl Drzewoszewski, 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 personnel and student matters. 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 7:06 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 Cheryl Drzewoszewski, to close executive session at 7:19 pm. The motion was approved by a unanimous voice vote by all members present.

The Board reconvened in Public Session at 7:19 pm with the following members present:

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

Minutes Approval

Board Trustee Megan Bruton moved the following resolution:

Recommend the Board approve the minutes of the following meetings:

Date	Meeting
October 16, 2012	Regular Business Meeting
	Executive Session

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

Communications

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
Mrs. Kimberly Donnenberg Hampton Board of Education Trustee	Resignation	Mr. Art DiBenedetto, Interim CSA Mr. Tim Reeve, Board President Members, Hampton Board of Education

Sender	Subject	Referred to
Ms. Denise Childers Substance Abuse/County Alliance Coordinator Hunterdon County Dept. of Human Services	Voorhees Municipal Alliance Grant Funding Award	Ms. Linda Aller, Hampton School Nurse Mr. Art DiBenedetto, Interim CSA Mrs. C. Werner, Business Administrator Members, Hampton Board of Education
Mr. Art DiBenedetto, Interim CSA	Thank You to Nurse Linda RE: Mobile Dentist Visit	Members, Hampton Board of Education Mrs. C. Werner, Business Administrator

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

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

Accept Resignation of Board Trustee Kimberly Donnenberg

Recommend the Board accept the resignation of Mrs. Kimberly Donnenberg, Board Trustee, **with regret**, effective November 16, 2012.

President Reeve stated that Mrs. Donnenberg will be sorely missed by the Hampton Board of Education and the Hampton Public School community. President Reeve stated that Mrs. Donnenberg has provided 5 years of dedicated service to the Hampton Board of Education. President Reeve publicly thanked Mrs. Donnenberg for her years of service.

The motion was approved by an unanimous voice vote of all members present.

Board President’s Report

President Reeve had no additional comments at this time.

Interim Chief School Administrator’s Report – Art DiBenedetto

Interim Chief School Administrator DiBenedetto discussed the following matters:

1. Fire Drill Report

	DATE/TIME	EVACUATION TIME
Hampton Public School	11/26/12 – 11:40 a.m. – 11:42 a.m.	2:00 Minutes
Hampton Public School – Security Lock Down	11/30/12 – 8:45 a.m. – 8:50 a.m.	5:00 Minutes

- 2. 2012-2013 School Calendar Revision** – Interim Chief School Administrator DiBenedetto stated that due to the loss of power during Hurricane Sandy, HPS cancelled school for 7 days which exceeds the number of days (5) built into the school calendar. With the cancellation of the NJEA Convention, Interim Chief School Administrator DiBenedetto stated that he has worked with the HEA and revised the district’s 2012-2013

school calendar such that November 7 and 8 are “in-session” school days. A resolution has been placed on this evening’s agenda to post-approve the revised 2012-2013 School Calendar as presented.

- 3. Multi-Age Classroom Discussion Continuance and Conclusion** – Interim Chief School Administrator DiBenedetto discussed the concept of multi-age classes for the 2013-2014 school year as he had previously described to both the Board of Education and to the public. Interim Chief School Administrator stated that there were many excellent questions posed by the public regarding the multi-age classroom concept when he held the public forum in October. Interim Chief School Administrator DiBenedetto noted that the multi-age classroom structure proposed will be as follows:

Kindergarten
Grades 1-2
Grades 3-4
Grade 5
Grades 6-7-8 (Academic and Specials – also provides for G&T and BSI)

Interim Chief School Administrator DiBenedetto stated that the master schedule will be revised such that the final period of the day will provide for enrichment, G&T, Clubs, make-up work, etc. Discussion ensued.

Comments from Public I (Public discussion of agenda items.)

Board Trustee Cheryl Drzewoszewski moved, seconded by Board Trustee Gina Sharkey to open the public session at 7:25 p.m. and was approved by a unanimous voice vote by all members present. President Reeve opened the meeting to the public at 7:25 p.m.

Mariella Gavlick (126 Junction Road) commented that she fully supported HPS’s multi-age classroom consideration and stated that she felt it was the only option for the district to allow for appropriate socialization and educational opportunities for all HPS students. Mrs. Gavlick stated that she had opted to submit School Choice applications for both of her children to attend another district to make certain that her children would be provided more educational and social opportunities than can be provided by HPS. Mrs. Gavlick stated that if the Board of Education considers and approves this multi-age classroom consideration as Interim Chief School Administrator DiBenedetto has recommended, she and her husband will reconsider the submission of her childrens’ application to attend another School Choice district.

Interim Chief School Administrator DiBenedetto stated that the multi-age classroom consideration will make HPS more viable. A brief discussion ensued. Interim Chief School Administrator DiBenedetto stated that School Choice steals excellent students who opt to attend other School Choice districts that can provide educational opportunities that HPS cannot.

Board Trustee Cheryl Drzewoszewski stated that while small class sizes are generally appealing to parents, HPS’s classes are too small averaging less than 9 children on each grade level.

Board Trustee Gina Sharkey stated that she was initially very unsure of the multi-age classroom consideration. Board Trustee Sharkey stated that her biggest concern with the multi-age class consideration was that there is no data indicating the impact this might have on residential home values. Board Trustee Sharkey stated that she was not certain that prospective Hampton Borough home buyers would look to purchase a home or live in a community whose school district has multi-age level classes as compared to neighboring schools and thereby this would negatively impact home values and residential home sales in Hampton. A brief discussion ensued.

Interim Chief School Administrator DiBenedetto stated that HPS class sizes are too small but that in considering the multi-age classrooms and reviewing the district’s master schedule, that he believed that the children would be provided many educational and social opportunities that would not otherwise be offered to our students with one grade for each grade (K-8) level. Interim Chief School Administrator DiBenedetto stated that the district will still have the capacity to increase enrollment and accept additional students via its own School Choice application even while implementing this multi-age classroom consideration. In addition, Interim Chief School DiBenedetto noted that our expanded Preschool program (P/T and F/T) has provided for early childhood education opportunities to additional children in the community and has offered

opportunities to children in surrounding communities which may provide for increased potential School Choice enrollment for our district in the future. Interim Chief School Administrator DiBenedetto stated that he had recently held a community meeting to discuss this multi-age class consideration and stated that the meeting had had a positive response from the community. A brief discussion ensued. Interim Chief School Administrator DiBenedetto stated that quite a few parents have responded regarding the multi-age class consideration in a very positive manner. Board Trustee Gina Sharkey inquired if there will still be

wiggle room pertaining to the budget in terms of budget increases (2% increased tax levy limitations) should the HPS district experience a very large increase in enrollment. Interim Chief School Administrator DiBenedetto stated that should this situation occur, there are financial provisions such as AAEG (Above Average Enrollment Growth) funding that is provided by the NJDOE in this circumstance.

Interim Chief School Administrator DiBenedetto stated that Administration's ultimate goal, in conjunction with the Board of Education, will provide for a reduction to our district's cost per pupil. President Reeve stated that the Board of Education understands that Administration/BOE needs to reduce the district's cost per pupil in whatever manner possible. And if, in the future, there is an influx and large increase in enrollment, the Board of Education will attend to the matter as will be necessary.

Stephen Dilts (45 Wells Avenue) inquired if grades 5 and 6 would be combined. Interim Chief School Administrator DiBenedetto stated "no". Mr. Dilts stated that he would be concerned in regard to this especially if the district's School Choice status brings about an influx of 5th and 6th graders.

Elizabeth Dilts (45 Wells Avenue) stated that the multi-age classroom might, in fact, make Hampton more attractive to prospective students looking to attend a School Choice district. Interim Chief School Administrator DiBenedetto stated that the deadline to make application to attend a School Choice district is fast approaching but that there is the ability for students to obtain a waiver. It was also noted that there is a potential that such a positive response to the multi-age classroom program might/could bring about a large influx of students such that the district might not be able to implement this program because enrollment has increased. A brief discussion ensued. Interim Chief School Administrator DiBenedetto stated that the goal is to provide for the best possible education for Hampton students now.

Board Trustee Gina Sharkey stated that students attending Washington Township schools might be interested in attending Hampton Public School. Interim Chief School Administrator DiBenedetto stated that he had hopes this (multi-age classrooms) would put our district in a better circumstance and improve our per pupil costs. "Bluntly stated," Mr. DiBenedetto said, "our socio-economic status is not all that" but if the multi-age classroom concept is considered and approved this evening, it may help to improve our status. Interim Chief School Administrator DiBenedetto stated that version #2 of the 2013-2014 school budget will include personnel/staffing pertaining to the Multi-Age Classroom circumstance.

There being no additional comments regarding multi-age classrooms for discussion at this time, Board Trustee Megan Bruton moved, seconded by Board Trustee Cheryl Drzewoszewski to close the public session at 7:42 pm. This was approved by a unanimous voice vote by all members present.

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

Authorize Implementation of Multi-Age Classroom Program for the 2013-2014 School Year

Recommend the Board authorize the Interim Chief School Administrator to implement a Multi-Age Classroom program for grades 1-2 and 3-4, and any other grades that may be deemed appropriate by the Interim Chief School Administrator for the 2013-2014 school year.

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

4. **Boiler Conversion Update** - Interim Chief School Administrator DiBenedetto provided an update regarding the Boiler conversion (from oil to gas) plan. Interim Chief School Administrator DiBenedetto stated that Elizabethtown Gas Co. has already brought the gas line from Foss Avenue to the macadam next to the boiler room but that it is not yet connected until the Board of Education has had an opportunity to accept and approve the RFP solicited from three (3) vendors for this purpose. Interim Chief School Administrator DiBenedetto stated that the acceptance of the proposals and the award of the contract have been placed on this evening's agenda for the Board of Education's consideration. If approved, Interim Chief School Administrator DiBenedetto stated that he was hopeful that the project would be completed in a month.
5. **Shared Services Districts (4) Meeting Update** - Interim Chief School Administrator DiBenedetto provided an update regarding the recent shared services meeting held with Franklin School District, Lebanon Township School District and Califon School District. - Interim Chief School Administrator DiBenedetto stated that the districts discussed a Shared Services Superintendent, Sending/Receiving relationship considerations, Shared Services CST, etc. - Interim Chief School Administrator DiBenedetto stated that Hampton representatives (CSA, Business Administrator and two Board Trustees) will meet with representatives of one of the aforementioned districts to discuss a possible Shared Service Superintendent on Thursday, November 29, 2012.
6. **Security Plan Update** - Interim Chief School Administrator DiBenedetto stated that the district's Security Plan will be updated and provided to the Board of Education at the next opportunity.
7. **Drug Free School Assembly Program** - Interim Chief School Administrator DiBenedetto stated that the HPS will have an assembly entitled "Drug Free, That's Me" provided by Phantasms Magic Productions which has been funded through the Voorhees Municipal Alliance. Interim Chief School Administrator DiBenedetto thanked Ms. Aller and the Voorhees Municipal Alliance for making this program available for our students.
8. **One-to-One Aide for PSD Student** - Interim Chief School Administrator DiBenedetto stated that a new PSD child has moved into our district and his/her I.E.P. requires a one-to-one instructional aide. Therefore, - Interim Chief School Administrator DiBenedetto respectfully requested that the Board of Education consider and approve Ms. Susan Brown for this position. Interim Chief School Administrator DiBenedetto stated that Ms. Brown has been a substitute teacher in our district for the past several months. Interim Chief School Administrator DiBenedetto stated that there will be no transportation costs for the district for this child as his/her parents has/have declined transportation services.
9. **Harassment and Bullying Update** - Interim Chief School Administrator DiBenedetto provided a monthly HIB Report update noting that one (1) incident has been investigated and confirmed during the month of November 2012. Interim Chief School Administrator DiBenedetto stated that he met with the parents of both children involved in the incident and reviewed the incident and disciplinary action to be taken. Interim Chief School Administrator DiBenedetto stated that the accused child has spent two days of detention with him as a result of his/her actions. Interim Chief School Administrator stated that a resolution to recognize the monthly Harassment, Intimidation and Bullying Report and approve the remedial and disciplinary action taken as described has been placed on this evening's agenda for consideration and approval by the Board of Education.
10. **Violence and Vandalism Update** - Interim Chief School Administrator DiBenedetto provided an update regarding Violence and Vandalism incidents that may have/have occurred in the district to date. Interim Chief School Administrator DiBenedetto stated that he was happy to report that the district has had no incidents of violence and vandalism so far this year.
11. **Annual Yearly Progress Update** - Interim Chief School Administrator DiBenedetto provided an update regarding the district's Annual Yearly Progress (AYP) status. Interim Chief School Administrator DiBenedetto stated that our goal is that two (2) additional children will become proficient every year such that by 2016-2017, 80% of all of our students will achieve "Proficient" scores on NJ ASK tests. A brief discussion ensued.

- 12. 2013-2014 Budget Preparation Discussion (Version #2)** - Interim Chief School Administrator DiBenedetto provided an update regarding the preparation of the 2013-2014 School Budget. Interim Chief School Administrator DiBenedetto stated that Administration has done 1 version of the 2013-14 school budget to date which includes potential reductions in personnel' FTE i.e - 1 FTE reduced to .75 FTE and various small reductions in spending throughout the budget. Interim Chief School Administrator DiBenedetto stated that with the Board's approval this evening of the multi-age classroom consideration, that there is "hope" in terms of Version #2 of the district's 2013-2014 budgets.

Board Secretary's Report – Christine M. Werner

Board Secretary Werner noted the following:

- 1. Board of Education Trustee Vacancy** – Mrs. Werner stated that the advertisement pertaining to the Board of Education Trustee vacancy has been advertised and posted. Mrs. Werner stated that the deadline to submit letters of interest to the Board Office is Friday, December 14, 2012.
- 2. CAFR (Annual Audit) June 30, 2012 Update** – Mrs. Werner stated that the annual audit (CAFR) @ June 30, 2012 and the associated CAP (Corrective Action Plan) has been completed and placed on the Agenda this evening for consideration and approval of same. Mrs. Werner stated that Mr. Ardito was not available to meet with the Board of Education this evening, however, due to the fact that the CAFR and CAP are required to be submitted to the NJDOE by December 7, 2012, Mrs. Werner stated that she respectfully requested that the Board of Education would accept the reports this evening as has been placed on the Agenda and that, she would contact Mr. Ardito to ascertain his availability to meet with the Board of Education at the next opportunity. A brief discussion ensued.

Comments from Public I (Public discussion of agenda items.)

Board Trustee Megan Bruton moved, seconded by Board Trustee Gina Sharkey to open the public session at 7:50 p.m. and was approved by a unanimous voice vote by all members present. President Reeve opened the meeting to the public at 7:50 p.m.

Sarah McDougall (37 E. Grand Street) stated "Thank you Mr. DiBenedetto for implementing the multi-age classroom structure. It is a good idea and is the best thing for our (Hampton) children. It is a perfect short term solution. I am looking forward to seeing more shared services. Art, you have done an excellent job!" "The best thing the Board of Education has done is to bring Art DiBenedetto here to Hampton."

Elizabeth Dilts (45 Wells Avenue) made an inquiry pertaining to School Choice asking "How many children have put in applications to leave HPS to attend another School Choice district? And, how many applications has the district received for students who want to attend Hampton Public School in 2013-2014?" Interim Chief School Administrator DiBenedetto stated that he has received seven (7) applications to date for HPS children to attend another School Choice district in the 2013-2014 school year and no (0) applications from parents on behalf of children to attend Hampton Public School.

Stephen Dilts (45 Wells Avenue) made an inquiry pertaining to the June 30, 2012 CAFR and asked how many recommendations in this year's audit are "repeat" recommendations. Mrs. Werner replied at least five (5) recommendations are repeat recommendations from the previous year's audit.

There being no additional items for discussion at this time, Board Trustee Gina Sharkey moved, seconded by Board Trustee Megan Bruton to close the public session at 8:00 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 Cheryl Drzewoszewski, seconded by Board Trustee Megan Bruton, that the following resolutions be adopted as presented:

RESOLVED that resolutions numbered A-1 – A-2 be adopted as presented:

A-1. Hampton Public School Facility Requests – December 2012

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

Applicant	Date/Purpose	Referred to
Hampton HSA Ms. Tracy Ceglia	December 4, 2012 5:00 PM – 9:00 PM December 5, 2012 8:00 AM – 4:00 PM Holiday/Christmas Shoppe HPS Library	Art DiBenedetto, Interim CSA C. Werner, Bus. Admin./Board Secretary c: Tim Reeve, Board President Members, Hampton Board of Education
Hampton HSA Mrs. Kathleen Walton	December 14, 2012 5:00 PM – 9:00 PM (Set-Up) December 17-20, 2012 9:00 AM – 7:00 PM Scholastic Book Fair HPS Music Room	Art DiBenedetto, Interim CSA C. Werner, Bus. Admin./Board Secretary c: Tim Reeve, Board President Members, Hampton Board of Education

A-2. Hampton Public School Facility Request – LTAA Voorhees Wildcats Basketball December 2012 – March 2013

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

Applicant	Purpose	Date	Time	Fee (if applicable)
LTAA/Voorhees Wildcats Travel Basketball Mr. Mark Gibson	Practice	Tuesday December 11 and 18, 2012 (Tentative) Tuesday and Thursdays January 1, 2013 – March 29, 2013	6:30 PM – 8:00 PM	In Accordance with Board of Education Policy #1330 – TBN (Note: TBN = To Be Negotiated)

* All dates/times are subject to cancellation in the event of inclement weather by the Interim Chief School Administrator in consult with the Board President or Vice President and the Finance and Buildings & Grounds Committee Chairperson(s).

Discussion: Interim Chief School Administrator DiBenedetto noted that School Activities take precedence over outside group/club facilities' use requests. Board President Tim Reeve stated that outside groups/clubs are welcome to utilize HPS facilities but that any group/club must respect the facilities and maintain them i.e. removing water bottles, garbage, etc., as may be necessary, to insure that HPS is kept in good condition. A brief discussion ensued

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

B. Building Maintenance- Timothy Reeve and Megan Bruton

A monthly Head Custodian Report completed by Mr. Robert Myers was distributed to the Board of Education for review. There were no questions or concerns noted pertaining to the Head Custodian Report as distributed.

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

RESOLVED that resolutions numbered B-1 – B-2 be adopted as presented:

B-1. Acceptance of New Gas Service Piping Quotations – Hampton Public School

Recommend the Board accept the new Gas Service Piping quotations as solicited by the Interim Chief School Administrator and School Business Administrator as follows:

Contractor/Firm	Quotation
MPA (Mechanical Preservation Associates)	\$ 8,300.00
ICA (Industrial Combustion Associates)	\$15,750.00
Vail Energy Services	\$38,900.00

Discussion: Board President Reeve inquired as to why there was such a disparity in the quotations the district received pertaining to the new gas service piping. A brief discussion ensued. Interim Chief School Administrator DiBenedetto stated that the Vail Energy Services company stated that they were not interested in doing the job so they deliberately inflated their quotation. President Reeve inquired if the district is obligated to select the vendor who provided the lowest quote. Interim Chief School Administrator DiBenedetto stated “no, however, in this incident, the lowest quote received from the firms listed on the Agenda has, in fact, worked in our district in the past and is very reputable”. President Reeve stated that only one vendor itemized their proposal and that he would like to see the other proposals that were received itemized similarly so that the Board of Education knows what it is getting for its money. A brief discussion ensued. Board Trustee Gina Sharkey stated that it appears that the energy cost savings that the district will have from the conversion of the boiler piping will be sufficient enough to pay for the project in a relatively short period of time.

B-2. Award of New Gas Service Piping Contract

Recommend the Board awards MPA (Mechanical Preservation Associates) a contract to install gas lines from Meter to Hampton Public School in accordance with the Proposal received on August 31, 2012 in the amount of \$8,300.00.

VOTE: BUILDING MAINTENANCE RESOLUTIONS #B-1 – #B-2 AS PRESENTED.

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

NAYS: None

ABSTENTIONS: None

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 resolutions be adopted as presented:

RESOLVED that resolutions numbered D-1 – D-2 be adopted as presented:

D-1. Approval Professional Workshops

Recommend the Board approve the request for the following Professional Workshops as noted:

Date	Teacher	Subject	Estimated Cost
11/30/12 To 12/01/12	Mrs. Brynda Taylor-Flynn	NJASL Conference Long Branch, NJ	\$180.00 – NCLB Title IIA \$44.33 Mileage (Current Expense)

D-2. Appointment of One-to-One Instructional Aide

Recommend the Board approve, upon the recommendation of the Chief School Administrator, the employment of Susan Brown as a Special Education One-To-One Instructional Aide for the 2012-2013 School Year at an annual salary of \$7,500.00 pro-rated to \$5,250.00 beginning December 3, 2012 – June 13, 2013*.

*Tentative Last Day of School

Motion by Board Trustee Gina Sharkey, seconded by Board Trustee Megan Bruton, that the following resolutions D-3 and D-4 be **ADDENDED** and adopted as presented:

D-3. Approval Of Authorization To Submit Application For County Substitute Certificate

Recommend the Board authorize the Interim Chief School Administrator to submit an application to the Hunterdon County Department of Education for substitute certification on behalf of Trina Schafer and further to add her name to the approved list of substitute Nurses upon receipt of certification.

Discussion: Board Trustee Gina Sharkey stated that Mrs. Schafer’s resume shows she has extensive nursing experience and credentials and inquired why she is interested in applying to be a substitute school nurse. Interim Chief School Administrator DiBenedetto stated that she is not currently working, that she has children and wants to work in a school. Board Trustee Gina Sharkey stated that her resume is very impressive. A brief discussion ensued.

D-4. Approval Of Application For Course Reimbursement

Recommend the Board approve the following Applications for Course Reimbursement:

Employee	Course	Reimbursement	Line Item Charged
Michael Jones	GED680 - Finance and Facilities	\$300.00/Credit x 3 Credits = <u>\$900.00</u> Per HEA Contract 2012-2015	11-190-100-280-000-000
Employee	Course	Reimbursement	Line Item Charged
Michael Jones	GED697 – Educational Research	\$300.00/Credit x 3	11-190-100-280-000-000

		Credits = <u>\$900.00</u> Per HEA Contract 2012-2015	
Michael Jones	GED671 – Field Supervision II	\$300.00/Credit x 3 Credits = <u>\$450.00*</u> Per HEA Contract 2012-2015	11-190-100-280-000-000
Ruth Ann Dalrymple	GED646 – Children’s Literature for the Graduate Student	\$300.00/Credit x 3 Credits = <u>\$900.00</u> Per HEA Contract 2012-2015	11-190-100-280-000-000
Ruth Ann Dalrymple	GED649 –Literacy in Secondary Education	\$300.00/Credit x 3 Credits = <u>\$450.00*</u> Per HEA Contract 2012-2015	11-190-100-280-000-000

- Reimbursements in accordance with HEA Contract – line item has reached maximum allowable reimbursements.

All in favor.

VOTE: PERSONNEL RESOLUTIONS #D-1 – #D-2 AND #D-3 – #D-4 AS ADDENDED AND AS PRESENTED.

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

NAYS: None

ABSTENTIONS: None

E. Policy – Gina Sharkey and Cheryl Drzewoszewski

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

RESOLVED that resolution numbered E-1 be adopted as presented:

E-1. Change 2012-2013 School Year Calendar

Recommend the Board approve the following change to the 2012-2013 school calendar:
Change November 8 and 9, 2012 which was previously marked as “no school” due to NJEA Convention, to “school in session” to make-up 2 days which district was closed during Hurricane Sandy.

Note: Interim Chief School Administrator DiBenedetto noted that the new school calendar also includes 2 early dismissal days on 12/14/12 and 04/26/13 respectively per the 2012-2015 HEA contract agreement.

VOTE: POLICY RESOLUTION #E-1 AS PRESENTED.

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

NAYS: None

ABSTENTIONS: None

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

RESOLVED that resolutions numbered G-1 – G-5 be adopted as presented:

G-1. Accept Voorhees Municipal Alliance FY2012 Grant Funds

Recommend the Board accepts the FY2013 Voorhees Municipal Alliance grant in the amount of \$1,200.00.

Note: VMA grant funds will be utilized for a School Assembly “Drug Free, That’s Me” and supplies and materials for our students.

G-2. Recognize Harassment, Intimidation and Bullying Report

Recommend the Board recognizes and approves the Harassment, Intimidation and Bullying report as of November 27, 2012, as summarized below in accordance with Policy #5512:

Incidents Investigated	Confirmed Incidents of HIB
1	1

Further, resolved that the Board recognizes and approves the remedial and disciplinary action(s) taken by Interim Chief School Administrator.

G-3. Approval of Professional Consultant/Behaviorist – Jacqueline Wright Weber

Recommend the Board approve Jacqueline Wright Weber T/A Behavioral Consultants, LLC as a Behaviorist/Behavioral Analyst for student #6984017705 at an hourly rate of \$125.00 not to exceed 10 hours.

G-4. Approval of Athletic Trip(s) Transportation for the 2012-2013 School Year

Recommend the board approve the following AthleticTrips as listed:

(Transportation costs are listed.)

Date	Grade/Group	Destination/Cost
12/19/12	HPS Basketball Team(s) - Boys and Girls	Milford School \$180.00
12/20/12		Christian Crossroads \$180.00
01/09/13		High Bridge \$180.00
01/10/13		Califon \$180.00
01/16/13		Frenchtown \$180.00
01/28/13		Bethlehem Township \$180.00
02/07/13		Clinton Public <u>\$180.00</u>
		Total:

G-5. Approval of Ski Club Trip(s) Transportation for the 2012-2013 School Year

Recommend the board approve the following Ski Club Trips as listed:

(Transportation costs are listed.)

Date	Grade/Group	Destination/Cost
Tuesdays	Ski Club	Shawnee Mountain Ski Resort
01/08/13 *		Cost : \$1,620.00 *
01/15/13 *		
01/22/13 *		*To Be Subsidized by Parent
01/29/13 *		
02/05/13 *		
02/12/13 *		
	<ul style="list-style-type: none"> • Dates may be adjusted subject to Inclement Weather Conditions 	

VOTE: CURRICULUM AND TECHNOLOGY RESOLUTIONS #G-1 – #G-5 AS PRESENTED.

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

NAYS: None

ABSTENTIONS: None

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 Communications matters presented for discussion this evening.

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

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

Mrs. Werner read the SBA/BS Monthly Certification statement as follows:

K-1. SBA/BS Monthly Certification – NJAC 6:20-2:113

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 November 27, 2012.

VOTE: SBA/BS RESOLUTION #K-1 AS PRESENTED.

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

NAYS: None

ABSTENTIONS: None

Motion by President Reeve, seconded by Board Trustee Cheryl Drzewoszewski, that the following School Business Administrator/Board Secretary resolutions be adopted as presented:

RESOLVED that resolutions numbered K-2 – K-14 be adopted as presented:

K-2. Accept Board Secretary Report (A-148) and Treasurer of School Monies’s Report(A-149) – July 2012

Recommend the Board accepts the financial Reports of the Board Secretary (A-148) for July 2012 and the associated Treasurer of School Monies’ (A-149) report for the month of July 2012 which were reconciled with each other by Fund for that period.

K-3. Accept Board Secretary Report (A-148) and Treasurer of School Monies’s Report(A-149) – August 2012

Recommend the Board accepts the financial Reports of the Board Secretary (A-148) for August 2012 and the associated Treasurer of School Monies’ (A-149) report for the month of August 2012 which were reconciled with each other by Fund for that period.

K-4. Approve Monthly Bills List – November 2012

Recommend the Board approves the attached October 19, 2012 – November 27, 2012 Bills List as recommended by the Interim Chief School Administrator and School Business Administrator.

Fund 10 – Current Expense	\$ 78,511.92
Fund 20 – Special Revenue	\$ 1,381.00
Fund 30 – Capital Outlay	-0-
Fund 40 – Debt Service	\$ -0-
Fund 50 – Food Service	\$ <u>5,624.83</u>
Grand Total	\$ 85,517.75

K-5. Approval Monthly Payroll – November 2012

Recommend the Board confirm the approval of the payrolls for November 1, 2012 in the amount of \$95,406.70 and November 15, 2012 in the amount of \$93,435.29.

K-6. Approval Student Activity Fund Report – October 2012

Recommend the Board accept/approve the Student Activity Fund report for the month of October 2012, submitted by Mrs. Sharon Lentine in the amount of \$2,665.51.

K-7. Approval Administrative Account Report – October 2012

Recommend the Board accept/approve the Administrative Account Report for the month of October 2012, submitted by Mrs. Sharon Lentine in the amount of \$2,470.00.

K-8. Approval Cafeteria Account Report – October 2012

Recommend the Board accept/approve the Cafeteria Account's Monthly report for the month of October 2012, submitted by Mrs. Sharon Lentine in the amount of \$5,539.20.

K-9. Approval Maschio's Food Service Report – September 2012

Recommend the Board accept/approve Maschio's Food Service Income Statement report for the month of September 2012, which shows a monthly loss of (\$456.49) and a year-to-date income loss of (\$456.49).

K-10. Approval Maschio's Food Service Report – October 2012

Recommend the Board accept/approve Maschio's Food Service Income Statement report for the month of October 2012, which shows a monthly income of \$473.40 and a year-to-date income of \$16.91.

K-11. Acceptance and Approval of the CAFR Report for Fiscal Year Ending June 30, 2012

Recommend the Board accept and approve the Comprehensive Annual Financial Report and Auditors' Management Report for the fiscal year ending June 30, 2012, as submitted by the school auditor, Ardito & Company, LLP.

K-12. Acceptance and Approval of the Corrective Action Plan for Fiscal Year Ending June 30, 2012

Recommend the Board approve the 2011 Corrective Action Plan for the June 30, 2011 CAFR and certify implementation of same.

K-13. Approval of Transportation Contract – Snyder Bus Company – Effective November 19, 2012

Recommend the Board approve the Transportation Contract with Snyder Bus Company effective November 19, 2012 – June 13, 2013* at a cost of \$45.00 per diem (AM only) for student #6875761909.

K-14. Approval of Coordinated Transportation Contract – Hunterdon County Educational Services Commission

Recommend the Board approve the Coordinated Transportation Contract with the Hunterdon County Educational Services Commission for the 2012-2013 school year.

VOTE: SBA/BS RESOLUTIONS #K-2 – K-14 AS PRESENTED.

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

Old Business

There were no Old Business matters presented for discussion this evening.

New Business

There were no New Business matters presented for discussion this evening.

Board Trustee Gina Sharkey stated that she would like to comment on the multi-age classroom consideration approved by the Board of Education this evening. Board Trustee Gina Sharkey stated that even though she was very skeptical regarding the multi-age classroom consideration, that she wanted to thank Mr. DiBenedetto for being very persuasive regarding the program and allowing the Board of Education and the public to pose questions and to express their opinion regarding this. Board Trustee Gina Sharkey stated that she was glad to see the parent support for the multi-age classroom consideration and that this has been one of the reasons she changed her mind regarding the consideration.

Comments from the Public II:

Board Trustee moved Megan Bruton, seconded by Board Trustee Gina Sharkey to open the public session at 8:15 p.m. and was approved by a unanimous voice vote by all members present. President Reeve opened the meeting to the public at 8:15 p.m.

Elizabeth Dilts (45 Wells Avenue) made an inquiry pertaining to Agenda resolution #D-2 regarding the * appearing after the date of June 13, 2013. Mrs. Werner stated that barring any additional snow days or emergency closings, June 13, 2013 will be the last day of school.

Elizabeth Dilts (45 Wells Avenue) inquired as to the procedures to be followed pertaining to filling the Board Trustee vacancy as a result of the resignation of Mrs. Donnenberg. Mrs. Werner stated that the Board of Education vacancy has been advertised requesting that interested individuals send a letter of interest to the Board Office on or before December 14, 2012 at which time the individual(s) submitting a letter of interest will be interviewed by the Board of Education and then one individual will be selected via roll call vote of the Board Trustees present and then, upon being appointed, are sworn in by the Board Secretary.

Elizabeth Dilts (45 Wells Avenue) stated that she was disappointed that the minutes of the Board of Education Public Meeting held on August 16, 2011 have not been changed to reflect the public discussion that took place during the "Open to the Public" portion of the meeting as has been brought to the attention of the Board of Education in the past. Mrs. Dilts stated that the minutes reflect that the "Open to the Public" portion of the meeting, as documented in the minutes, lasted 45 minutes yet there is nothing written in the minutes regarding the statements/conversations that took place during that time period. Mrs. Dilts noted that she was disappointed that the minutes have not yet been changed.

Stephen Dilts noted that the Board of Education has stated that, in the past, that was the way minutes have been done. Yet the minutes approved by the BOE during the month of July 2011 and during the month of September 2011 (one month preceding and one month following the August BOE meeting) state the names of individuals who spoke during the "Open to the Public" portion of the meeting and also includes the comments made by those individuals, yet the minutes of the August BOE meeting do not have anything written at all. Mr. Dilts commented that while this has been brought to the attention of

the Board of Education, the minutes are still not revised/changed. Board Trustee Cheryl Drzewoszewski stated that she disagreed with Mr. Dilts in that the Board of Education never stated that the minutes would be revised/changed but rather that the Board of Education has stated time and time again that right or wrong – the minutes followed the same format of which they had been done for many, many years. When, Mrs. Werner came on board with the district, the Board requested that she recommend/implement changes to the minute format as may be deemed appropriate on a go-forward basis. As such, the minutes now reflect the number of individuals present in the public and are rather detailed with regard to the content including discussion among the BOE Trustess/questions/comments, as well as comments that are made by the public. Mrs. Dilts commented that the Board may want to research the requirements of the minutes from a legal perspective. Board Trustee Cheryl Drzewoszewski stated that she saw no value in time spent researching or revising minutes from over a year ago and that instead the value of our time was better spent moving forward with continuous, substantive changes for the school. “In fact, Mr. Dilts, the Board never agreed to revise the minutes Mr. Dilts responded, that he felt the Board showed preference to consistency over accuracy. Discussion ensued.

Sarah McDougall (37 E. Grand Street) stated that there should be at least a summary account of the discussion(s) held at a Board of Education meeting so that any person reading the minutes can understand the issues that were discussed. Board Trustee Gina Sharkey stated that she believed everyone is in agreement that the August 2011 meeting was a horrible meeting.

President Reeve stated that the Board of Education is moving forward and has made many formatting changes to the minutes, as well as other Board business matters since that time and continues to do so as appropriate.

Stephen Dilts (45 Wells Avenue) inquired if that meant that the Board of Education was not going to revise the August 16, 2011 Board Meeting minutes? President Reeve stated “no”. Mr. Dilts stated that he was very disappointed.

There being no additional items presented for discussion at this time, Board Trustee Megan Bruton moved, seconded by Board Trustee Gina Sharkey to close the public session at 8:30 pm. This was approved by a unanimous voice vote by all members present.

EXECUTIVE SESSION

Motion by Board Trustee Megan Bruton, 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 personnel and legal matters. 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 8:30 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 8:59 pm. The motion was approved by a unanimous voice vote by all members present.

The Board reconvened in Public Session at 8:59 pm with the following members present:

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

ADJOURNMENT - There being no further business to come before the board, Board Trustee Gina Sharkey made a motion, seconded by Board Trustee Cheryl Drzewoszewski and carried by Unanimous Voice Vote to adjourn the November 27, 2012 Regular Business Meeting of the Hampton Board of Education at 9:00 PM.

Respectfully Submitted,

Christine M. Werner
Board Secretary