

**HAMPTON BOARD OF EDUCATION
SPECIAL WORK SESSION MEETING
Minutes
August 20, 2013**

Call to Order – Cheryl Drzewoszewski, President –The meeting was called to order by President Cheryl Drzewoszewski at 7:01 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 August 8, 2013 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 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 – Board Secretary Werner

Present: Cheryl Drzewoszewski, President
Gina Sharkey, Vice President
Megan Bruton
Elizabeth Dilts
Robert Shumski

Absent: None

Also Present: Art DiBenedetto, Interim Chief School Administrator
Christine Werner, Business Administrator/Board Secretary
Michael Jones, Assistant Principal
Ms. Gwen Thornton, NJSBA Field Service Representative
There were 2 members of the public present.

Review of Hampton BOE Self-Evaluation and Goal Setting

At 7:04 p.m., President Drzewoszewski turned the meeting over to Ms. Thornton, NJSBA Field Service Representative, to review the BOE Self-Evaluation and begin setting the annual District goals and Superintendent goals for the 2013-2014 school year .

Ms. Thornton referred to and provided an overview of the compilation of the Board Self Evaluation 2013 including the following matters: *Planning, Policy, Student Achievement, Finance, Board Operation, Board Performance, Board/Superintendent Relationships, Board/Staff Relationships and Board and Community*. Ms. Thornton noted that the Board's priorities should include that which is related to Student Achievement, Finance, Community and Board/Superintendent Relationships. Discussion ensued.

She then discussed the process and procedures associated with the Goal Setting portion of the workshop as follows:

1. Part I - Input and Data Review
 - a. Systems approach to continuous improvement
 - b. Discussion of applicable data
 - c. Core Benchmark Standards and Turnaround Principles
2. Goal Setting
 - a. Essential Questions
 - b. Focus Area Identifications
 - c. Goal Development
 - d. Next Step – Action Plan
3. Summary and Evaluation

Ms. Thornton then led the group through various exercises regarding the Board of Education's strengths and achievements, challenges that the Board of Education indicated had occurred during the 2012-2013 school year and various opportunities for growth pertaining to same; all of which, Ms. Thornton indicated should be utilized to arrive at board and district goals for the 2013-2014 school year.

The board discussed and determined Board Goals and District Goals for the ensuing school year. These goals will be compiled, produced and distributed to the Hampton Board of Education at the next opportunity.

The Board then "*Thanked*" Ms. Thornton for this evening's discussion.

Ms. Thornton left the meeting at 8:04 p.m.

Board Trustee Megan Bruton left the meeting at 8:05 p.m.

A brief intercession was taken and at 8:10 p.m. the meeting resumed.

Board President's Report

President Drzewoszewski had no comment at this time.

President Drzewoszewski noted that Board Trustee Elizabeth Dilts had distributed several policies this evening for review and consideration for approval (1st and 2nd readings) on August 27, 2013. Discussion ensued regarding the following policies:

1st Reading:

BYLAW, POLICY AND REGULATION – New Policies:

<i>Number</i>	<i>Title</i>
3251	Non Payment of Before/After Care Program Fees
5118	Tuition for Pupils Attending Hampton Public School

2nd Reading:

BYLAW, POLICY AND REGULATION – Revised Policies:

<i>Number</i>	<i>Title</i>
9130	Committee Roles and Guidelines
7102	Site Selection and Acquisition (Current Policy)
7110	Determining Needs/Long Range Facilities Planning (Current Policy and NJSBA Policy)
7115	Developing Educational Specifications (Current Policy)
7130	School Closing (Current Policy)
7243	Supervision of Construction (Current Policy)
7250	School and Facility Names (Current Policy)
7300	Disposition of Property (Current Policy)

Board Trustee Elizabeth Dilts stated that she would provide a copy to the Board of Education electronically and that any questions, concerns or suggestions be forwarded to her or Interim Chief School Administrator DiBenedetto in preparation for consideration and approval at next week’s Board meeting. Board Trustee Elizabeth Dilts stated that the Board of Education Policy Series 9000 will be posted on the district’s website.

Board Trustee Robert Shumski stated “Nice work, Mrs. Dilts!” Interim Chief School Administrator DiBenedetto and the Board members reiterated Mr. Shumski’s comment to which Board Trustee Elizabeth Dilts stated “thank you”.

Interim Chief School Administrator’s Report – Art DiBenedetto

Interim Chief School Administrator DiBenedetto stated that there will be an Executive Session meeting this evening to discuss Personnel and Student matters. Interim Chief School Administrator DiBenedetto stated that no action will be taken following the executive session meeting.

Interim Chief School Administrator DiBenedetto discussed the following matters:

1. **Shared Services Initiative** – Interim Chief School Administrator DiBenedetto provided an overview/update regarding the shared services initiative between the HPS and Hampton Borough stating that Hampton DPW has noted that this year’s arrangement has been the best shared services experience in the past 11 years.
2. **2013-2014 Opening of School** – Interim Chief School Administrator DiBenedetto stated that HPS is ready to open its doors for Teachers and Students for the start of the 2013-2014 school year next week. Interim Chief School Administrator DiBenedetto stated that some staff have already begun setting up their classrooms and that he and Mr. Jones has already met with a handful of staff members regarding student test scores and various miscellaneous matters earlier today.

3. **Student Achievement Test Scores** – Interim Chief School Administrator DiBenedetto stated that the NJASK test scores have been received and the he and Mr. Jones will compile the information and prepare for its presentation to the Board of Education and public at the next opportunity. A brief discussion ensued. Interim Chief School Administrator DiBenedetto stated that the overall test scores have improved over last year and are not bad at all.
4. **New Student Orientation** – Interim Chief School Administrator DiBenedetto stated that HPS will host a “New Student Orientation” event on Tuesday, August 27, 2013 from 1:30 p.m. – 2:30 p.m. and that both new students and their parents, as well as, current students are welcome to attend. Interim Chief School Administrator DiBenedetto stated that there are 13 new students enrolled in HPS for the 2013-14 school year and that there are also an additional 12 preschoolers enrolled this year. A brief discussion ensued.
5. **Board of Education Meeting Schedule** – Interim Chief School Administrator DiBenedetto noted that the Board of Education will meet twice in September – Committee of the Whole and Regular Board meeting. A brief discussion ensued. President Drzewoszewski stated that Administration should finalize and post the revised Board of Education meeting schedule shortly. President Drzewoszewski requested that Board Secretary Werner advertise the revised September meeting schedule at the next opportunity.

Board Secretary’s Report – Christine M. Werner

Board Secretary Werner had no comment at this time.

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

Board Trustee Elizabeth Dilts moved, seconded by Board Trustee Robert Shumski to open the public session at 8:30 p.m. and was approved by a unanimous voice vote by all members present. President Drzewoszewski opened the meeting to the public at 8:30 p.m.

Jennifer Shaner (Blossom Road) commented that a parent whose child is in preschool had noted that her child is expected to attend HPS for preschool (because it is inexpensive) and Kindergarten (because it is full day) but that when her child is in 1st grade, she will look to have her child attend another school as a School Choice student. A brief discussion ensued. Board Trustee Elizabeth Dilts noted that another parent had told her the same thing as Mrs. Shaner has stated this evening. Mrs. Shaner suggested that the Board of Education should make an effort to communicate with parents and the community, discuss the benefits of multi-age classrooms and provide literature about this new initiative to the public, post on the website, etc. Discussion ensued. Board Trustee Gina Sharkey stated that Interim Chief School Administrator DiBenedetto and the Hampton Board of Education have and will continue to provide opportunities for parents/students to check out this new initiative noting that Interim Chief School Administrator DiBenedetto had held open public forum/communications with the public last October and that in conjunction with this year’s District and Board of Education Goals and District Goals there will be additional planned open houses/public forums and public communications pertaining to same regarding multi-age classrooms and HPS’s Choice School designation; personal student attention and opportunities for 2/3:1 teacher/student instruction, etc. Discussion ensued. Assistant Principal Michael Jones stated that HPS has implemented an enrichment period that allows HPS students a variety of educational opportunities as well. A brief discussion ensued. Interim Chief School Administrator DiBenedetto stated that all of the HPS educational initiatives will be included in the literature disseminated to parents and posted on the district website (Chief School Administrator’s Corner) and facebook.

RuthAnn Dalrymple (HPS Teacher) referenced the discussion earlier with Mrs. Thornton, NJSBA Client Service Representative regarding HPS staff communications (parents, Hampton community, public, et al.), email, etc. and inquired as to the expectations/recommendations as to the means of how staff might do this effectively i.e. email, invite BOE, public to visit classrooms, school events, etc. A brief discussion ensued. Interim Chief School Administrator DiBenedetto noted that staff and classroom activities are communicated to parents and the Board of Education members through HPS Friday school newsletters, our HPS facebook page and our HPS district website. Interim Chief School Administrator DiBenedetto stated that the 2013-2014 Board Goals and District Goals will insure the district continue to explore new methods of communication for the Hampton Public School to/with our community and the public, as well as, to continue the current efforts of community outreach already being implemented.

There being no additional items for discussion at this time, Board Trustee Elizabeth Dilts moved, seconded by Board Trustee Robert Shumski to close the public session at 8:35 pm. This was approved by a unanimous voice vote by all members present.

EXECUTIVE SESSION

Motion by Board Trustee Elizabeth Dilts, seconded by Board Trustee Robert Shumski, 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 matters 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 8:38 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 Elizabeth Dilts, seconded by Board Trustee Robert Shumski, to close executive session at 8:52 pm. The motion was approved by a unanimous voice vote by all members present.

The Board reconvened in Public Session at 8:52 pm with the following members present:

Present: Mrs. Dilts, Mr. Shumski, Ms. Sharkey and Mrs. Drzewoszewski, President.

ADJOURNMENT - There being no further business to come before the board, Board Trustee Elizabeth Dilts made a motion, seconded by Board Trustee Robert Shumski and carried by Unanimous Voice Vote to adjourn the August 20, 2013 Special Work Session and Annual Board Retreat Meeting of the Hampton Board of Education at 8:53 PM.

Respectfully Submitted,

Christine M. Werner
Board Secretary