

**HAMPTON BOARD OF EDUCATION  
REGULAR MONTHLY BUSINESS MEETING  
Minutes  
August 27, 2013**

**Call to Order – Cheryl Drzewoszewski, President** –The meeting was called to order by President Cheryl Drzewoszewski at 7:05 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  
Megan Bruton  
Elizabeth Dilts  
Robert Shumski

Absent: Gina Sharkey, Vice President

Also Present: Art DiBenedetto, Interim Chief School Administrator  
Christine Werner, Business Administrator/Board Secretary  
Michael Jones, Assistant Principal  
There were 4 members of the public present.

## Minutes Approval

**Board Trustee Robert Shumski moved the following resolution:**

**Recommend** the Board approve the minutes of the following meetings:

<b>Date</b>	<b>Meeting</b>
August 20, 2013 – (Amended*)	Committee of the Whole – Annual Board Retreat Meeting
	Executive Session

**The motion was seconded by Board Trustee Robert Shumski and a brief discussion ensued. President Drzewoszewski referenced Page 3 and stated that it was the Hampton Borough DPW who stated that this year’s shared services arrangement was the best experience in the past 11 years. President Drzewoszewski noted that this was merely a matter of clarifying who made the statement. Board Secretary Werner stated the minutes shall be amended as noted.**

**The resolution, as amended, was then approved by a unanimous voice vote of the members present.**

## Acceptance of Annual District Goals and Superintendent Goals 2013-2014

**Board Trustee Elizabeth Dilts moved the following resolution:**

**Recommend** the Board approve the 2013-2014 Annual Board Goals and Annual District Goals as developed on August 20, 2013:

### District Goals 2013-2014

1. To design and implement an outreach program to expand district enrollment as a choice school.
2. To reduce per pupil costs without sacrificing quality educational opportunities for all students.
3. To implement a seamless administrative transition.
4. To continue to improve student achievement as measured by multiple authentic assessments so that every child reaches his/her full potential.

### Board of Education Goals 2013-2014

1. To complete the revisions and updates to the policy manual; conversion to NJSBA system.
2. To expand and continue community engagement and encourage two-way communication.

A brief discussion ensued regarding the 2013-2014 School and District Goals that were developed at the August 20, 2013 Board Retreat meeting. Board Trustee Elizabeth Dilts suggested that they be included on the Board Agenda in addition to the District Mission Statement, to which all Board Trustees present affirmed should be done. Board Secretary Werner then stated that they will be included on the next Board Meeting agenda and all future meeting agendas as suggested.

Interim Chief School Administrator DiBenedetto stated that there will be an Executive Session meeting later this evening to discuss Legal matters, Negotiations, Personnel matters and Student matters.

## Communications

**Board Trustee Robert Shumski 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>
Peggy McDonald, Director NJDOE Office of Special Education	Special Education Requirements Determination – Hampton Public School Meets Requirements	Mr. Art DiBenedetto, Interim CSA Mrs. Cheryl Drzewoszewski, Board President Members, Hampton Board of Education
Ms. Sharon Ayers, Transition Manager NORWESCAP Head Start	Transition Collaboration Agreement – NORWESCAP Head Start and Hampton Elementary School	Mr. Art DiBenedetto, Interim CSA Mrs. Cheryl Drzewoszewski, Board President Members, Hampton Board of Education

**Board Trustee Elizabeth Dilts referenced the Transition Collaboration Agreement with NORWESCAP as presented. Interim Chief School Administrator DiBenedetto provided an overview and explanation pertaining to the agreement. A brief discussion ensued.**

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

### Board President’s Report

President Drzewoszewski had no comment at this time.

### Interim Chief School Administrator’s Report – Art DiBenedetto

District News and Recognition Matters~

Interim Chief School Administrator DiBenedetto requested that Mr. Jones introduce Mr. Austin Soares (8<sup>th</sup> Grade Student) who attended the Junior National Young Leaders Conference held in Washington, DC from July 27, 2013 – August 1, 2013 to provide the Board of Education with an overview of his experience at the conference. Mr. Jones introduced Austin Soares stating that he was very proud of Austin and noted that Austin is an outstanding student and young man. Austin then provided an overview of his experience at the Junior National Young Leaders Conference and of the various workshops and focus group meetings he attended. Much discussion ensued regarding Austin’s experience both at the conference and various sightseeing excursions he had an opportunity to see/experience i.e. his favorite monument; friends/acquaintances he made; etc. Austin then “THANKED” the Board of Education for having been provided with this wonderful opportunity. Mrs. Soares also thanked the Board of Education and Mr. Jones for the opportunity provided to Austin saying it was “wonderful”. Mr. Jones then thanked Austin for sharing his experience with the Board of Education and Administration this evening.

In terms of additional good news and recognition matters, Board Trustee Megan Bruton publicly “THANKED” Mrs. Brynda Taylor-Flynn for her work and dedication to the 2013 “Library Babies” program. Board Trustee Megan Bruton presented a gift on behalf of the Mommies and Babies who participated in the program, stating “this program is very close to my heart! I have observed Mrs. Flynn work with the babies and she is a very dedicated and outstanding professional (teacher)!” Mrs. Flynn thanked Mrs. Bruton for her recognition on behalf of the babies and mommies and gift and then thanked them and the Board of Education for an opportunity to implement this program. Mrs. Flynn stated that this recognition touched her heart as did the all of the Babies who attended the “Library Babies” program.

Interim Chief School Administrator DiBenedetto discussed the following matters:

**1. Safety Drill Report**

	DATE/TIME	EVACUATION TIME
Hampton Public School – Weather Emergency Drill		
Hampton Public School – Fire Drill	July 15	

2. **2013-2014 Opening of School** – Interim Chief School Administrator DiBenedetto stated that HPS opened its doors today for Teachers with an excellent Staff Meeting and an afternoon to allow teachers to prepare for their classrooms and work with new staff in preparation for opening the doors for HPS students tomorrow. Interim Chief School Administrator DiBenedetto stated that there was an orientation held earlier this afternoon for new students (and current students) which was attended by 13 students and parents. Interim Chief School Administrator DiBenedetto stated that it was a very positive afternoon!
- Interim Chief School Administrator DiBenedetto also praised the Board of Education this evening in terms of the 2013-2014 District Goals and Board Goals set forth on August 20, 2013 and further recognized that these goals indicate that the BOE understands what our staff does for HPS children. Interim Chief School Administrator DiBenedetto stated that this exemplifies a cooperation and collaboration between the BOE and HPS staff in terms of providing for such dedicated service to our children.
3. **Student Achievement Test Scores** – Interim Chief School Administrator DiBenedetto stated that the 2012-2013 Proficient and Advanced Proficient NJASK test scores for HPS students have increased 5% in comparison the the 2011-2012 NJASK test scores. A brief discussion ensued. Interim Chief School Administrator DiBenedetto stated that this increase includes Special Education students’ test scores, and stated “...Special Educations students did quite well and I am very proud of them!”

**Comparison of Students Proficient on the NJASK Spring 2013, 2012**

**I. GRADE COMPARISON**

Grade	NJASK Test	2013	2012
3	MATH	6/9	6/8
	L.A.	5/9	4/8
4	MATH	4/7	7/9
	L.A.	4/7	3/9
	SCI	7/7	
5	MATH	7/7	11/12
	L.A.	3/7	9/12
6	MATH	8/10	13/13
	L.A.	6/10	11/13
7	MATH	10/11	12/18
	L.A.	10/11	8/18
8	MATH	13/18	8/13
	L.A.	16/18	11/13
	SCI	14/18	10/13

**II. COMPARISON BY STUDENTS**

Grade	NJASK Test	2013	2012
3 to 4	MATH	4/7	6/8
	L.A.	4/7	4/8
4 to 5	MATH	7/7	7/9
	L.A.	3/7	3/9
5 to 6	MATH	8/10	11/12
	L.A.	6/10	9/12
6 to 7	MATH	10/11	13/13
	L.A.	10/11	11/13
7 to 8	MATH	13/18	12/18
	L.A.	16/18	8/18

Interim Chief School Administrator DiBenedetto noted the following facts:

- ✓ 2013 – 75.8% of all students were proficient or advanced proficient.
- ✓ 2012 – 71% of students were proficient or advanced proficient.
- ✓ Significant improvement in grade 8 when compared to grade seven scores.
- ✓ Perfect scores in Math, grade 5 where all students were proficient.
- ✓ Scores include special education students.

Interim Chief School Administrator DiBenedetto stated that this trend is good! While 5% does not seem to be a lot, when considering the district’s enrollment, this % is great.

4. **Enrollment Update** - Interim Chief School Administrator DiBenedetto then provided the district’s enrollment figures as of today - 08/26/13:

<u>Grade Level</u>	<u># of Students</u>
PreK	30
K	12
1	9
2	4
3	8
4	9
5	9
6	6
7	11
8	11

A brief discussion ensued.

5. **Staff, Parent, Board Training – HIB, Suicide Prevention** - Interim Chief School Administrator DiBenedetto stated that HPS Staff will be provided with HIB and Suicide Prevention in-service training. Interim Chief School Administrator DiBenedetto stated that parents and Board members must also be provided with in-service training for HIB and Suicide prevention. Interim Chief School Administrator DiBenedetto stated that all HPS staff will undergo an in-service training next week regarding student Report Card changes that will be implemented. A brief discussion ensued.
6. **HEA Agreement on Stipends for Monthly Activities, Draman and Musical Accompaniement for Graduation, Holiday Show and School Play** – Interim Chief School Administrator DiBenedetto noted that the HEA has agreed to the new stipendary positions and salary remuneration for same.
7. **Parent Meetings** – Interim Chief School Administrator DiBenedetto stated that there were a smaller number of parent meetings to discuss concerns held this Summer (2013) in comparison to last Summer (2012).
8. **Orientation** – Interim Chief School Administrator DiBenedetto stated that the Orientation for new students and their parents (as well as students and parents of our current students) went well today. Assistant Principal Jones invited all Board of Education Members to join Administration and HPS Staff in welcoming the children tomorrow for the 1<sup>st</sup> day of school – “We will be rolling out the red carpet for HPS children. They are the stars of the school! Please join us tomorrow at 8:25 a.m.” A brief discussion ensued. Interim Chief School Administrator DiBenedetto stated we are ready to open our school for the 2013-2014 school year.

### **Board Secretary’s Report – Christine M. Werner**

Board Secretary Werner stated that the September 2013 Board of Education meeting schedule has been advertised.

President Drzewoszewski noted that the HCSBA will be hosting a PARCC workshop scheduled for all Hunterdon County School District Administrators and Board Members and, that, if either Board Trustee Elizabeth Dilts or Board Trustee Robert Schumski should wish to attend this workshop that they should advise Board Secretary Werner to register either/both individuals at the next opportunity.

**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 7:37 p.m. and was approved by a unanimous voice vote by all members present. President Drzewoszewski opened the meeting to the public at 7:37 p.m.

Brynda Taylor-Flynn (Teacher) commented that a the Staff meeting(s) held earlier today were inspiring! Mrs. Flynn stated that the staff is excited and looking forward to the 2013-2014 school year! “It is going to be a great year!” Mrs. Flynn stated that the Open House / Orientation event was very successful and students are excited about the new school year. A brief discussion ensued.

Brynda Taylor-Flynn “thanked” the Board of Education, Administration and “Library Babies” (Babies and Mommies) for their recognition/kindness expressed and appreciation gift presented earlier this evening.

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 7:39 pm. This was approved by a unanimous voice vote by all members present.

**Finance and Building & Grounds - Cheryl Drzewoszewski and Elizabeth Dilts**

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

**A. Facility Request – Cheryl Drzewoszewski and Elizabeth Dilts**

**RESOLVED** that resolution number A-1 be adopted as presented:

**A1. Hampton Borough School – Use of Facility Requests**

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

<b>Applicant</b>	<b>Date/Purpose</b>	<b>Referred to</b>
Hampton Borough Community Educational Foundation Ms. Susan Sullivan	<b>Monthly Meetings</b> <b>4<sup>th</sup> Monday Every Month</b> <b>09/23/13 – 06/23/14</b> <b>HPS Library – 7:00 PM – 9:00 PM</b>	Art DiBenedetto, Interim CSA C. Werner, Bus. Admin./Board Secretary c: Cheryl Drzewoszewski, Board President Members, Hampton Board of Education
Hampton HSA	<b>Wednesday Evenings</b> <b>Every Week</b> <b>09/01/13 – 06/30/14</b> <b>(except Holidays/School Closures)</b> <b>ZUMBA</b> <b>Fund Raising Event(s)</b> <b>Gymnasium – 6:30 PM – 8:15 PM</b>	Art DiBenedetto, Interim CSA C. Werner, Bus. Admin./Board Secretary c: Cheryl Drzewoszewski, Board President Members, Hampton Board of Education
St. Ann’s Church Youth Group	<b>Sunday Evening 7:00 PM – 8:30 PM</b> <b>10/06/13 &amp; 02/02/14</b> <b>Youth Group Activity Night</b> <b>HPS Gymnasium</b>	Art DiBenedetto, Interim CSA C. Werner, Bus. Admin./Board Secretary c: Cheryl Drzewoszewski, Board President Members, Hampton Board of Education

A brief discussion ensued.

**Motion by Board Trustee Elizabeth Dilts, seconded by Board Trustee Robert Shumski, that the following Use of Facility request be ADDENDED to resolution A1 and adopted as presented:**

<b>Applicant</b>	<b>Date/Purpose</b>	<b>Referred to</b>
HSA Mrs. Kathleen Walton	<b>Monthly Meetings</b> <b>1<sup>st</sup> Monday Every Month (except holidays)</b> <b>09/23/13 – 06/23/14</b> <b>HPS Library – 7:00 PM – 8:30 PM</b>	Art DiBenedetto, Interim CSA C. Werner, Bus. Admin./Board Secretary c: Cheryl Drzewoszewski, Board President Members, Hampton Board of Education

**All in favor.**

**VOTE: FACILITY REQUEST RESOLUTION #A-1 AS ADDENDED AND AS PRESENTED.**

**AYES: Mrs. Bruton, Mrs. Dilts, Mr. Shumski and Mrs. Drzewoszewski, President**

**NAYS: None**

**ABSTENTIONS: None**

### **B. Building Maintenance - Megan Bruton and Robert Shumski**

Board Trustee Elizabeth Dilts distributed a copy of the July 16, 2013 Finance & Buildings and Grounds Committee Meeting minutes. A brief discussion ensued.

A monthly Head Custodian Report completed by Mr. Robert Myers was distributed to the Board of Education for review. A brief discussion ensued. Board Trustee Robert Shumski inquired if the Gas Detector had been installed and is operating. Interim Chief School Administrator DiBenedetto stated yes. Board Trustee Robert Shumski thanked Mr. Myers and Mr. Neidlinger for all of their hard work preparing for the opening of school. Board Trustee Robert Shumski commented that the HPS building is in great shape!

### **C. Negotiations – Gina Sharkey and Robert Shumski**

**Motion by Board Trustee Elizabeth Dilts, seconded by Board Trustee Robert Shumski, that the following resolution be adopted as presented:**

**RESOLVED that resolution number C1 be adopted as presented:**

#### **C1. Approval of HEA Sidebar Agreement**

**Recommend** the Board approves the SIDEBAR AGREEMENT to the collective bargaining agreement between Hampton Board of Education and the Hampton Education Association regarding additional stipend positions and salary remuneration as stipulated, covering the period from July 1, 2013 through June 30, 2014.

Interim Chief School Administrator DiBenedetto provided an overview of the additional stipend positions contained within the HEA Sidebar Agreement and salary remuneration associated with each stipend. A brief discussion ensued.

**VOTE: NEGOTIATIONS RESOLUTION #C1 AS PRESENTED.**

**AYES: Mrs. Bruton, Mrs. Dilts, Mr. Shumski and Mrs. Drzewoszewski, President**

**NAYS: None**

**ABSTENTIONS: None**

**D. Personnel – Cheryl Drzewoszewski and Gina Sharkey**

**Motion by Board Trustee Elizabeth Dilts, seconded by Board Trustee Robert Shumski, that the following resolutions be adopted as presented:**

**RESOLVED that resolutions numbered D1 – D9 be adopted as presented:**

**D1. Approval of Revised Employment Contract of School Business Administrator/Board Secretary**

**Recommend** the Board approve the revised Employment Contract of the School Business Administrator/Board Secretary as per the attached for the 2013-2014 School Year.

**A brief discussion ensued.**

**D2. Approval Employment Contract of Assistant Principal – Mr. Michael Jones – July 1, 2013 – June 30, 2014**

**Recommend** the Board approves the Employment Contract for Mr. Michael Jones, Assistant Principal of the Hampton Borough Public School, for the period July 1, 2013 to June 30, 2014 with the terms and conditions of the contract as presented and as developed by the Board Attorney.

**A brief discussion ensued.**

**Motion by Board Trustee Elizabeth Dilts, seconded by Board Trustee Robert Shumski, that resolutions D1 – D2 be **TABLED** pending discussion in Executive Session later this evening.**

**All in favor.**

**Motion by Board Trustee Elizabeth Dilts, seconded by Board Trustee Robert Shumski, that Personnel resolutions D3 – D9 be adopted as presented:**

**D3. Approval Extra-Curricular Service Position Staff and Stipends – 2013–2014 School Year**

**Recommend**, the Board approve the Hampton School Extra Service Position staff and stipends (as **AMENDED**), in accordance with the HEA Sidebar Agreement for the 2013 - 2014 School Year, as follows:

<b>Position</b>	<b>Staff Member</b>	<b>Stipend</b>
<b>Lunch Server</b>	<b>R. Dalrymple</b>	<b>\$ 350.00</b>
<b>Drama Coach</b>	<b>A. Burtnick</b>	<b>\$1,200.00</b>
<b>Student Concerts</b>	<b>M. Stowell</b>	<b>\$1,200.00</b>
<b>Evening Family Session 1</b>	<b>R. Dalrymple</b>	<b>\$ 200.00</b>
<b>Evening Family Session 2</b>	<b>T. Attanasio</b>	<b>\$ 200.00</b>
<b>Evening Family Session 3</b>	<b>C. Marookian</b>	<b>\$ 200.00</b>



Position	Staff Member	Stipend
Evening Family Session 4	M. Grossman	\$ 200.00
Evening Family Session 5	M. Grossman	\$ 200.00
Evening Family Session 6	B. Flynn	\$ 200.00
Evening Family Session 7	<del>K. Harris</del> L. Dignazio	\$ 200.00
Evening Family Session 8	M. Grossman	\$ 200.00
Evening Family Session 9	<del>T.B.D.</del> K. Harris	\$ 200.00
Evening Family Session 10	J. Burd	\$ 200.00
Student Leadership	K. Harris	
Crowd Control	M. Grossman	
Safety Patrol	M. Grossman	
Middle School Newspaper	A. Burtnick	

**D4. Appointment of Lunch Service Personnel – Ms. Nancy Ross – 2013-2014 School Year**

**Recommend**, the Board appoint Ms. Nancy Ross as Lunch Service Personnel for the period August 28, 2013 – June 17, 2014 at an hourly salary rate of \$12.00 per hour, not to exceed 25 hours per week.

**D5. Approval HPS After-Care Staff/Salary Remuneration – 2013–2014 School Year**

**Recommend**, the Board approve the Hampton Public School After Care personnel appointments effective August 28, 2013 – June 16, 2014\* as follows: \* Tentative Last Day of School

**Note:** This is an Enterprise Fund Operation and will be operated at NO COST TO THE BOARD OF EDUCATION.

Employee	Max. Hours Per Week	Hourly Rate	Funding Source(s)
Tina Attanasio Teacher	20	\$12.00	HPS Before/After Care Enterprise Fund
Carley Marookian Teacher	20	\$12.00	HPS Before/After Care Enterprise Fund

**D6. Approval Professional Day HPS Personnel – 2013–2014 School Year**

**Recommend** the Board approve the request for Professional Day for HPS Personnel as follows:

Date	Teacher	Subject	Estimated Cost
10/17-18/13	Ms. Dawn Decker	Annual Autism Conference Atlantic City, NJ	\$400.00 NCLB Title IIA  Mileage \$86.80 (280 miles @ .31/mile) - Current Exp.  Substitute: \$180.00 NCLB Title IIA

**D7. Approval Of Application For Course Reimbursement**

**Recommend** the Board approve the following Applications for Course Reimbursement:

Employee	Course	Reimbursement	Line Item Charged
Michael Jones	GED698 – Research in Instructional Leadership	\$300.00/Credit x 3 Credits = \$900.00 Per Assistant Principal Contract	20-270-200-500-000-000 NCLB Title IIA Summer 2013

Employee	Course	Reimbursement	Line Item Charged
Sara Mouras	GED560 – Seminar in Instructional Leadership	\$300.00/Credit x 3 Credits = \$900.00 Per HEA Contract 2012-2015	20-270-200-500-000-000 NCLB Title IIA Summer 2013
Sara Mouras	GED619 – Students, Teachers, Social Policy and the Law	\$300.00/Credit x 3 Credits = \$900.00 Per HEA Contract 2012-2015	20-270-200-500-000-000 NCLB Title IIA Fall 2013

Employee	Course	Reimbursement	Line Item Charged
Marlene Rush	05.300.383 – Introduction to Special Education	\$300.00/Credit x 3 Credits = \$900.00 Per HEA Contract 2012-2015	11-190-100-280-000-000 2013-2014 School Budget Fall 2013

**D8. Appointment of Part Time Special Education Instructional Aide - 2013-2014 School Year – D. Sullivan**

**Recommend** the Board approve, upon the recommendation of the Interim Chief School Administrator, the employment of Danielle Sullivan as a Part Time Special Education Instructional Aide for the 2013-2014 School Year at an annual salary of \$8,400.00.

*Note: Employee is .56 FTE*

**D9. Appointment of Part Time Spanish Teacher – 2013-2014 School Year – D. Johnson**

**Recommend** the Board approve the employment of Debra Johnson as a part-time (.46 FTE) Spanish Teacher for the 2013 – 2014 school year, BA Step K, at a salary of \$26,275.00 pro-rated.

*Note: Employee is .46 FTE*

A brief discussion ensued. Interim Chief School Administrator DiBenedetto stated that Ms. Johnson had served the district last year as a LOA Replacement teacher while Ms. Lashevicki was on maternity leave.

**VOTE: PERSONNEL RESOLUTIONS #D3 AS AMENDED – #D9 AS PRESENTED.**

**AYES: Mrs. Bruton, Mrs. Dilts, Mr. Shumski and Mrs. Drzewoszewski, President**

**NAYS: None**

**ABSTENTIONS: None**

**E. Policy – Elizabeth Dilts and Robert Shumski**

Motion by Board Trustee Elizabeth Dilts, seconded by Board Trustee Robert Shumski, that the following resolutions be adopted as presented:

**RESOLVED** that resolutions numbered E1 – E2 be adopted as presented:

**E1. New Policies – First Reading**

**Recommend**, the Board approve the **first reading** and adoption of the following new Policies and Regulation Revisions:

**BYLAW, POLICY AND REGULATION – New Policies:**

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

A brief discussion ensued. President Drzewoszewski stated that Policy #5118 has a significance in terms of the February 1 date in that it represents the ½ way mark of the school year (September – June).

**E2. Policy Revision(s) – Second Reading**

**Recommend**, the Board approve the **second reading** and adoption of the following revised Policies:

**BYLAW, POLICY AND REGULATION – Revised Policies/Bylaws:**

<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)

Motion by Board Trustee Elizabeth Dilts, seconded by Board Trustee Robert Shumski, that the following be **ADDENDED** to E2 and adopted as presented:

<i>Number</i>	<i>Title</i>
4111.1	Residency Requirements
9326	Editing of Minutes

**All in favor.**

Board Trustee Elizabeth Dilts provided a overview of the policies and bylaws presented for consideration and approval in resolutions E1 and E2 and indicated that the notation in the parenthesis designate if the the new/revised Policies and Bylaws are from the current district policy or are a combination of the district’s current policy and NJSBA policy, explaining if the policy/bylaw is a standard policy or were tailored for our district. Discussion ensued. Board Trustee Elizabeth Dilts stated that

80 district policies are standard policies and 20 policies have been tailored for our district of those that have been approved to date. A brief discussion ensued. Board President Drzewoszewski referenced Policy #9130 as presented and noted that this policy pertains to the BOE Committee structure and guidelines for the operation of these committees. Board President Drzewoszewski noted that the Chief School Administrator is an ex-officio member of all BOE committees and therefore is required to attend committee meetings while the Business Administrator is not an ex-officio member of BOE committees and is not required to attend all committee meetings. Board President Drzewoszewski stated that a BOE Committee meeting may be called at any time deemed necessary by the Committee Chairperson/member or Administration. Discussion ensued.

Board President Drzewoszewski made several suggestions pertaining to the policies/bylaws as presented. (Community Relations Committee (2<sup>nd</sup> Bullet) should contain the words “develop and encourage”; Grievances (2<sup>nd</sup> bullet) should contain the words “that have gone through the proper channels; etc.) A brief discussion ensued regarding the HCSBA and NJSBA Committees as it pertains to the revised/new Committee Roles and Guidelines policy.

A brief discussion ensued regarding the Shared Services agreement with the Borough of Hampton, review of said agreement at regular intervals; revisions/changes/additions/deletions as may be appropriate i.e. broader, etc.

The Board also briefly discussed other shared services that the district may become a participant or is already a participant such as the Middlesex County Cooperative – and that such arrangements shall be approved on an annual basis.

Motion by Board Trustee Elizabeth Dilts, seconded by Board Trustee Robert Shumski, that Resolution D3 be **ADDENDED** and adopted as presented:

**E3. Policy Deletion(s)**

**Recommend**, the Board approve the **deletion** of the following Policies:

**BYLAW(S), POLICY(IES) AND REGULATION(S):**

<i>Number</i>	<i>Title</i>
9130.1	
9132.1	
9132.3	
9132.4	
9132.5	
9132.6	

**All in favor.**

**VOTE: POLICY RESOLUTIONS #E1, E2 AS AMENDED AND E3 AS ADDENDED AND AS PRESENTED.**

**AYES: Mrs. Bruton, Mrs. Dilts, Mr. Shumski and Mrs. Drzewoszewski, President**

**NAYS: None**

**ABSTENTIONS: None**

**F. Legislative Delegate- Elizabeth Dilts**

Board Trustee Elizabeth Dilts stated there were no Legislative Delegate matters to be presented for discussion this evening. Board Trustee Elizabeth Dilts stated there will be a Legislative Delegate report made in September.

**G. Curriculum & Technology - Elizabeth Dilts and Gina Sharkey**

There were no Curriculum & Technology matters presented for discussion this evening. Interim Chief School Administrator DiBenedetto stated that it is expected that there will be curriculum updates provided to Board of Education for consideration and approval in September 2013.

**H. ESC Representative – Hunterdon County SBA Representative – Robert Shumski**

Board President Drzewoszewski stated that under the Board of Education’s new Committee Structure, the ESC Representative and Hunterdon County SBA Representative committee will be assigned to Board Trustee Elizabeth Dilts. There was no ESC Representative – Hunterdon County SBA Representative report presented this evening.

**I. Shared Services and Neighboring School Outreach Committee – Cheryl Drzewoszewski and Megan Bruton**

Board President Drzewoszewski stated that a Shared Services and Neighboring School Outreach Committee meeting report dated August 23, 2013 had been distributed to the Board members this evening. Board President Drzewoszewski requested that the report be reviewed and any comments/suggestions be submitted to the committee members at the next opportunity.

**J. Communication – Gina Sharkey and Megan Bruton**

There was no Communication(s) matter(s) presented for discussion this evening.

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

**RESOLVED** that resolution numbered K-1 be adopted as presented:

**Motion by Board Trustee Elizabeth Dilts, seconded by Board Trustee Robert Shumski, that the following resolution be adopted as presented:**

**K1. 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 August 27, 2013.

**VOTE: SCHOOL BUSINESS ADMINISTRATOR RESOLUTION #K1 AS PRESENTED.**

**AYES: Mrs. Bruton, Mrs. Dilts, Mr. Shumski and Mrs. Drzewoszewski, President**

**NAYS: None**

**ABSTENTIONS: None**

Motion by Board Trustee Robert Shumski, seconded by Board Trustee Megan Bruton, that the following School Business Administrator resolutions be adopted as presented:

RESOLVED that resolutions numbered K2 – K8 be adopted as presented:

**K2. Approve Monthly Bills List – July 2013**

**Recommend** the Board **retroactively** approves the attached July 2013 Supplemental Bills List as recommended by the Interim Superintendent of Schools and School Business Administrator.

Fund 10 – Current Expense	\$15,030.42
Fund 20 – Special Revenue	-0-
Fund 30 – Capital Outlay	-0-
Fund 40 – Debt Service	-0-
Grand Total	<u>\$ 15,030.42</u>

**K3. Approve Monthly Bills List – August 2013**

**Recommend** the Board approves the attached August 1, 2013 – August 27, 2013 Bills List as recommended by the Interim Superintendent of Schools and School Business Administrator.

Fund 10 – Current Expense	\$ 84,890.63
Fund 20 – Special Revenue	\$ 50.00
Fund 30 – Capital Outlay	-0-
Fund 40 – Debt Service	-0-
Grand Total	<u>\$ 84,940.63</u>

Discussion ensued. Board Trustee Elizabeth Dilts noted that a large amount of the August 2013 bills were maintenance (facilities, custodial supplies, etc.) costs which is expected but then stated that the bills list seemed rather larger than the normal monthly bills list. Board Secretary Werner stated that much of the costs are associated with “annual” bills such as district insurances (general liability, workers compensation, etc.). Interim Chief School Administrator DiBenedetto stated that the district has reduced expenditures in comparison to previous years due to inventory reports provided by staff to Administration and review of these lists/inspection completed by CSA DiBenedetto and Assistant Principal Jones during the Summer. A brief discussion ensued.

**K4. Approval Monthly Payroll – August 2013**

**Recommend** the Board confirm the approval of the payrolls for August 8, 2013 in the amount of \$22,320.03 and August 22, 2013 in the amount of \$21,786.38.

**K5. Accept Treasurer’s Report – October 2012**

**Recommend** the Board accepts the Treasurer’s Report for October 31, 2012.

**K6. Accept Treasurer’s Report – November 2012**

**Recommend** the Board accepts the Treasurer’s Report for November 30, 2012.

**K7. Approval to Purchase Electric Generation Services through ACES - Alliance for Competitive Energy Services Cooperative Pricing System ID#E8801-ACESCPS**

**Recommend** the Board approve the following resolution for the district's participation in the ACES Bid – Alliance for Competitive Energy Services Cooperative Pricing System ID#E8801-ACESCPS for the purchase of Electric Generation Services.

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

**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-ACESCPS 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 Borough School District 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, 2018 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-ACESCPS 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-ACESCPS (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, 2018 (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.

**K8. Approval of HPS District Lunch Prices for the 2013-2014 SY**

**Recommend** the Board approves the following district Breakfast and Lunch prices for the 2013-2014 school year consistent with the guidelines established by the U.S. Department of Agriculture, Bureau of Child Nutrition:

	Free	Reduced	Student Cost	Adult Cost
Breakfast	0	\$.30	\$1.25	\$1.75
Lunch	0	\$.40	\$2.75	\$3.25

A brief discussion ensued. Assistant Principal Jones stated that Breakfast is served at 8:00 a.m.

**Motion by Board Trustee Elizabeth Dilts, seconded by Board Trustee Robert Shumski, that School Business Administrator’s Resolutions K9 – K11 be **ADDENDED** and adopted as presented:**

**RESOLVED that resolutions numbered K9 – K11 be addended and adopted as presented:**

**K9. Approval of Hampton Borough Public School’s Participation in the NORWESCAP to Provide Financial Assistance to Qualified Families for Before Care and After Care Services the 2013-2014 SY**

**Recommend** the Board approves the HPS district’s participation in the NORWESCAP program to provide financial assistance for qualified participants (family/children) for Before Care and After Care Services for the 2013-2014 school year.

**K10. Approval of Collaboration Agreement between the NORWESCAP Head Start and Hampton Borough Public School for the 2013-2014 SY**

**Recommend** the Board approves the Colaboration Agreement between the NORWESCAP Head Start and Hampton Borough Public School for the 2013-2014 school year.

**Note:** A copy of the Collaboration Ageement is available in the Interim Chief School Administrator’s Office.

**K11. Approval of NJ Provider Equipment Agreement Between Xerox State and Local Solutions, Inc./NORWESCAP to Provide an Automated e-Care Child Care System for Head Start and After Care Services with Hampton Borough Public School for the 2013-2014 SY**

**Recommend** the Board approves the NJ Provider Equipment Agreement with Xerox State and Local Solutions, Inc. to provided an automated e-Care Child Care System which provides timekeeping and recording of attendance of State authorized child care attendees as well as to provide the State’s reimbursement for the subsidized attendees to child care providers for the 2013-2014 School Year.



Note: Xerox State and Local Solutions / Norwescap provides for payments made on behalf of children who attend the district's aftercare program and whose tuition is eligible for a subsidy payment through the State of New Jersey. It will be at no cost to the district.

All in favor.

**VOTE: SCHOOL BUSINESS ADMINISTRATOR'S RESOLUTIONS #K2 – #K8 AND #K9 - #K11 AS ADDED AND AS PRESENTED.**

**AYES: Mrs. Bruton, Mrs. Dilts, Mr. Shumski and Mrs. Drzewoszewski, President**

**NAYS: None**

**ABSTENTIONS: None**

### **Old Business**

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

### **New Business**

Board Trustee Robert Shumski suggested that the district consider providing refreshments at school functions i.e. Back-to-School Night, HPS Open House, etc. and encourage Board of Education members to participate and provide committee reports/updates as may be appropriate. Discussion ensued. Board Trustee Robert Shumski stated that this consideration would appropriately fit within the scope of the new Board Goals as discussed earlier this evening. Board Trustee Robert Shumski noted that the Board of Education's presence at school events allows the public to put names to faces. Interim Chief School Administrator DiBenedetto stated that this is an excellent suggestion in terms of our 2013-2014 Board Goals.

Board Trustee Elizabeth Dilts stated that she still did not receive a lot of emails that the district and HPS teachers send weekly. A brief discussion ensued. Board Trustee Elizabeth Dilts requested that Board of Education members without children in the Hampton School be added to the parents' email list so that they too, can receive emails parents receive. Board Trustee Elizabeth Dilts stated that this request also speaks to the main focus of the school district and Board of Education goal pertaining to two-way communication, especially in terms of pursuing feedback from the community. A brief discussion ensued. Board Trustee Elizabeth Dilts stated that the Board of Education has made a commitment to implementing various means of two-way communications with the Hampton community and to find creative ways of getting them to respond.

### **Comments from the Public II:**

Board Trustee moved Robert Shumski, seconded by Board Trustee Elizabeth Dilts to open the public session at 8:31 p.m. and was approved by a unanimous voice vote by all members present. President Drzewoszewski opened the meeting to the public at 8:31 p.m.

There being no items presented for discussion at this time, Board Trustee Robert Shumski moved, seconded by Board Trustee Elizabeth Dilts to close the public session at 8:32 pm. This was approved by a unanimous voice vote by all members present.

### **EXECUTIVE SESSION**

Motion by Board Trustee Robert Shumski, 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 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 8:33 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 8:49 pm. The motion was approved by a unanimous voice vote by all members present.

The Board reconvened in Public Session at 8:49 pm with the following members present:

**Present:** Mrs. Bruton, Mrs. Dilts, Mr. Shumski and Mrs. Drzewoszewski, President.

**D. Personnel – Cheryl Drzewoszewski and Gina Sharkey**

**Motion by Board Trustee Elizabeth Dilts, seconded by Board Trustee Robert Shumski, that the following resolutions be adopted as presented:**

**RESOLVED** that resolutions numbered D1 – D2 be adopted as presented:

**D1. Approval of Revised Employment Contract of School Business Administrator/Board Secretary**

**Recommend** the Board approve the revised Employment Contract of the School Business Administrator/Board Secretary as per the attached for the 2013-2014 School Year.

**D2. Approval Employment Contract of Assistant Principal – Mr. Michael Jones – July 1, 2013 – June 30, 2014**

**Recommend** the Board approves the Employment Contract for Mr. Michael Jones, Assistant Principal of the Hampton Borough Public School, for the period July 1, 2013 to June 30, 2014 with the terms and conditions of the contract as presented and as developed by the Board Attorney.

**VOTE:** PERSONNEL RESOLUTIONS #D1 – #D2 AS PRESENTED.

**AYES:** Mrs. Bruton, Mrs. Dilts, Mr. Shumski and Mrs. Drzewoszewski, President

**NAYS:** None

**ABSTENTIONS:** None

**Motion by Board Trustee Elizabeth Dilts, seconded by Board Trustee Robert Shumski, that Resolution D9 be **AMENDED** and adopted as presented:**

**D9. Appointment of Part Time Spanish Teacher – 2013-2014 School Year – D. Johnson**

**Recommend** the Board approve the employment of Debra Johnson as a part-time (.46 FTE) Spanish Teacher for the 2013 – 2014 school year, BA Step K, at a salary of ~~\$26,275.00~~ **\$27,417.00** pro-rated.

*Note: Employee is .46 FTE*

**All in favor.**

**VOTE: PERSONNEL RESOLUTION #D9 AS AMENDED AND AS PRESENTED.**

**AYES: Mrs. Bruton, Mrs. Dilts, Mr. Shumski and Mrs. Drzewoszewski, President**

**NAYS: None**

**ABSTENTIONS: None**

**A brief discussion ensued regarding the Board of Education’s discussion pertaining to “two-way communications” efforts. Board Trustee Elizabeth Dilts stated that she would be happy to provide assistance in regard to the preparation and/or publication of press releases for Hampton School.**

**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 27, 2013 Regular Monthly Business Meeting of the Hampton Board of Education at 8:53 PM.

Respectfully Submitted,

Christine M. Werner  
Board Secretary