

**HAMPTON BOARD OF EDUCATION
SPECIAL 2012-2013 PRELIMINARY BUDGET PRESENTATION MEETING
Minutes
March 4, 2013**

Call to Order – Cheryl Drzewoszewski, President –The meeting was called to order by President Cheryl Drzewoszewski at 7:00 p.m. The meeting was held in the Hampton Public School Library as publicly advertised.

Open Public Meeting Announcement - The following is made part of the minutes:

“In accordance with requirements of the Open Public Meeting Act, N.J.S.A. 10:4-6 et seq., adequate notices have been given of tonight’s meeting in area newspaper, the Hunterdon Democrat, on February 21, 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
There were 5 members of the public present.

HAMPTON PUBLIC SCHOOL 2013-2014 PRLIMINARY BUDGET DISCUSSION

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

Chief School Administrator DiBenedetto and Board Secretary Werner provided an overview of the Administration's and the Board of Education's efforts and priorities in developing the 2013-2014 school budget. Hampton Public School 2013-2014 State Aid will not be reduced as anticipated, rather it will remain as provided in 2012-2013. Interim Chief School Administrator DiBenedetto stated that as a result, he is recommending that the Hampton Board of Education consider and approve an increase the district's Preschool program and in so doing implement two (2) full day sessions. Interim Chief School Administrator DiBenedetto stated that with the Preschool and Kindergarten Registration which took place on February 28, 2013, one session of Preschool was completely filled and while some currently enrolled students have not yet registered for the 2013-2014 school year, it is likely that a second class will be needed. Interim Chief School Administrator DiBenedetto stated that while this is a tuition based program, I would like to use part of the fifty thousand dollars State Aid that the district anticipated would not be provided, to implement the second full day session for Preschool children. Interim Chief School Administrator DiBenedetto stated the remainder of the State Aid funding will provide for General Fund tax relief in the amount of \$25,236.75 which represents a decrease of 1.5% and will provide for Debt Service tax relief in the amount of \$59,753.00 which represents a decrease of 29.8%. A brief discussion ensued.

2013-2014 School Budget Highlights~

- HPS will implement Multi-age Classrooms.
- HPS will reduce Teacher Salaries (Retired Personnel will not be replaced, Reduction in FTE %, etc.).
- HPS will contain/reduce Administrative Salaries.
- HPS will maintain a quality educational program for all students.
- HPS will maintain a concentrated effort to infuse technology into the educational program. (Computers, laptops, iPads, audio technology, etc.).
- HPS will provide for facility improvements and maintenance in the general current expense portion of the 2013-2014 school budget.

Current Year Budget

	2012-2013	2013-2014 Preliminary Budget	% Change
Total Budget	\$3,033,249	\$2,936,674	Diff: (\$96,575) -3.18%

Interim Chief School Administrator DiBenedetto stated that the Board of Education and Administration are committed to providing a quality instructional program that reflects a sensitivity to the residents and taxpayers of the Hampton School community and have focused on maximizing state aid revenues to provide educational programs and services while reducing the financial burden of the local taxpayer whenever possible.

Discussion ensued regarding the 2013-2014 preliminary budget as distributed this evening. Board Secretary Werner stated that a few changes have been made to the 2013-2014 preliminary school budget as a result of our district's state aid funding being funded at the level of state aid received during the 2012-2013 school year. Discussion ensued. Board Secretary Werner stated that the Adoption of the 2013-2014 tentative budget resolution will reflect said changes as discussed (increase in State Aid revenue, increase to Preschool program and decrease to the general fund local tax levy).

President Drzewoszewski stated the 2013-2014 school budget is tentative and there will be continued discussions and adjustments as may be appropriate until the 2013-2014 school budget is adopted by the Board of Education at the annual Budget Hearing.

President Drzewoszewski stated that the Board of Education will also consider public comments at this time. There were no comments or questions from the public.

President Drzewoszewski stated that the Board of Education will now attend to authorizing the submission of the 2013-2014 preliminary budget to the Hunterdon County Executive Superintendent for his review and approval. President Drzewoszewski thanked Mr. DiBenedetto and Mrs. Werner for their hard work and diligence in developing the 2013-2014 school budget.

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

Adoption of Tentative 2013-2014 School Budget Resolution

Be it, **RESOLVED**, that the Hampton Board of Education, upon the recommendation of the Interim Superintendent, approves the tentative 2013-2014 School District Budget using the 2013-2014 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	2,643,491	1,663,225
Special Revenue Fund	33,000	-0-
Debt Service Fund	<u>250,314</u>	<u>142,055</u>
Total Base Budget:	2,926,805	1,805,280

FURTHER RESOLVED, that the Secretary of the Board of Education be authorized to advertise said tentative budget in the Hunterdon County Democrat newspaper in accordance with the form suggested by the State Department of Education and according to law; and

FURTHER RESOLVED, that a public hearing be held in the Hampton Elementary School Library, 32-41 South Street, Hampton, New Jersey on March 26, 2013 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2013-2014 School Year.

Motion carried by unanimous roll call vote of all members present.

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

School District Travel Maximum 2013-2014

WHEREAS, the Hampton Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in an given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq, but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE BE IT RESOLVED that the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N. J. A.C. 6A:23B-1.2(b), to a maximum expenditure of \$1,500 which includes local, state and federal funds for all staff and Board members. To date the district has spent \$829.00 towards that maximum.

Motion carried by unanimous roll call vote of all members present.

Board Trustee Megan Bruton left the meeting at 8:00 p.m.

Board President’s Report

President Drzewoszewski had no comment at this time.

Interim Chief School Administrator’s Report – Art DiBenedetto

Interim Chief School Administrator DiBenedetto noted that Mrs. Janet Abbatiello had submitted her letter of resignation, due to retirement, on June 30, 2013 earlier this evening. Interim Chief School Administrator DiBenedetto stated that Mrs. Abbatiello has faithfully served the children of Hampton and the HPS community for 35 years. Interim Chief School Administrator DiBenedetto thanked Mrs. Abbatiello for her faithful service to the district and wished her much luck and happiness in her retirement!

Board Secretary's Report – Christine M. Werner

Board Secretary Werner stated that an addendum agenda accepting and approving Mrs. Janet Abbatiello's resignation for retirement purposes has been prepared for the Board of Education's consideration and approval this evening.

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

Board Trustee Robert Shumski moved, seconded by Board Trustee Elizabeth Dilts to open the public session at 8:06 p.m. and was approved by a unanimous voice vote by all members present. President Drzewoszewski opened the meeting to the public at 8:06 p.m.

There being no items for discussion at this time, Board Trustee Elizabeth Dilts moved, seconded by Board Trustee Robert Shumski to close the public session at 8:07 pm. This was approved by a unanimous voice vote by all members present.

Committee Reports

Finance and Building & Grounds - Elizabeth Dilts and Cheryl Drzewoszewski

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

A. Facility Request - Elizabeth Dilts and Cheryl Drzewoszewski

There were no Facility requests presented for approval this evening

B. Building Maintenance – Megan Bruton and Robert Shumski

There were no Building Maintenance matters presented for discussion or consideration this evening.

C. Negotiations - – Gina Sharkey and Robert Shumski

There were no Negotiations matters presented for discussion this evening.

D. Personnel – Cheryl Drzewoszewski and Gina Sharkey

Motion by Board Trustee Elizabeth Dilts, seconded by Board Trustee Gina Sharkey, that resolution D-1 be ADDENDED and adopted as presented:

D-1. Approval of Resignation due to Retirement – Janet Abbatiello

Recommend the Board accepts, **with regret**, the resignation due to the retirement of Ms. Janet Abbatiello, effective June 30, 2013.

VOTE: PERSONNEL RESOLUTION #D-1 AS ADDENDED AND AS PRESENTED.

AYES: Mrs. Dilts, Mrs. Sharkey, Mr. Shumski and Mrs. Drzewoszewski, President

NAYS: None

ABSTENTIONS: None

E. Policy – Elizabeth Dilts and Robert Shumski

There were no Policy matters presented for discussion or consideration this evening.

F. Legislative Delegate – Elizabeth Dilts

There were no Legislative matters presented for discussion or consideration this evening.

G. Curriculum & Technology - Elizabeth Dilts and Gina Sharkey

There were no Curriculum & Technology matters presented for discussion or consideration this evening.

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

There were no ESC or Hunterdon County SBA matters presented for discussion or consideration this evening.

I. Shared Services and Neighboring Outreach Committee - Megan Bruton and Cheryl Drzewoszewski

There were no Shared Services and Neighboring Outreach matters presented for discussion or consideration this evening.

J. Communication – Megan Bruton and Gina Sharkey

There were no Communications matters presented for discussion this evening.

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

There were no School Business Administrator/Board Secretary report matters presented for discussion this evening.

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.

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 March 4, 2013 2013-2014 Preliminary Budget Presentation Meeting of the Hampton Board of Education at 8:16 PM.

Respectfully Submitted,

Christine M. Werner
Board Secretary