

**HAMPTON BOARD OF EDUCATION  
MONTHLY BUSINESS MEETING  
Minutes  
December 22, 2015**

**Call to Order – Elizabeth Dilts, President** –The meeting was called to order by President Dilts at 6:30 p.m. The meeting was held in the Hampton Public School Library as publicly posted.

**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 January 15, 2015 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 Dilts:

**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. Our District seeks to create a challenging learning environment that encourages high expectations for success through the development of appropriate instruction that allows for individual differences and learning styles. Our school promotes a safe, orderly, caring, and supportive environment. Each student’s self-esteem is fostered by positive relationships with students, staff and the community. We strive to have our students, parents, teachers and community members actively involved in a desire for lifelong learning.**

**District Goals for 2015 – 2016**

1. Develop additional benchmarks and activities for students (Multiple Assessments). Complete development of DIP
2. Develop Professional Development for staff aligned to DIP requirements
3. Analyze data to inform and improve instruction/student learning

**Board of Education Goals 2015-2016**

1. To become a NJ Sustainable Certified Board
2. To expand opportunities to honor students, staff and volunteers
3. To continue to expand two-way communication with all stakeholders

## Roll Call – Board Secretary Werner

Present: Megan Bruton, NJSBA and HCSBA Representative  
Marielia Gavlick  
Jennifer Shaner, Vice President, ESC Representative  
Elizabeth Dilts, President

Absent: None

Also Present: Michael Jones, Administrative Principal  
Christine M. Werner, Business Administrator/Board Secretary  
Mr. Vincent Montanino, VM Associates (Auditor)  
There were five (5) members of the public present.

## JUNE 30, 2015 PRESENTATION of CAFR/AUDIT – MR. VINCENT MONTANINO, VM ASSOCIATES

Mr. Vincent Montanino provided an overview of the June 30, 2015 CAFR (annual audit) for the Hampton Board of Education including a comparison of the district's Fund Balance Analysis at 06/30/15 and 06/30/14. Mr. Montanino stated that at June 30, 2015 the district had \$262,255.56 in Surplus and \$119,600.00 in excess surplus funds which is required to be appropriated in the 2016-2017 school year budget as tax relief. Board President Dilts stated she was pleased that the district would be able to provide for local tax relief while developing the 2016-2017 SY Budget but would like to see that there is less of an excess of surplus at the year end in the future. Administrative Principal Jones stated that Administration is working toward that end but is also focused on planning for the future as our district's enrollment grows and increased revenue sources are needed for program and instruction. Discussion ensued. It was noted that the Board and district initiatives (i.e. school growth, funding sources, facilities and long range planning) should be an ongoing conversation and particularly as we look at the future of our district.

Mr. Montanino provided an overview of the district's 2014-2015 SY Revenues and Uncommitted Budget Expenditures at June 30, 2015 as per the attached summary sheet. Discussion ensued regarding GAAP accounting practices and the district's Financial Statements (Board Secretary A-148 and Treasurer Reports A-149), Special Revenue/Grant Funds (Fund 20) Food Service (Fund 50) Payroll & Payroll Agency accounts and Student Activity fund account, as well as, the status of various other financial matters of the district. Mr. Montanino also reviewed and discussed the L.O.R. Point List for the 2014-2015 SY as per the attachment. Discussion ensued. Mr. Montanino stated that the district's financial status is healthy and that with this evening's L.O.R. Point List discussion there are no audit recommendations at June 30, 2015. Mr. Montanino stated that the hardcopy of the CAFR will be provided to the Board of Education on/about January 5, 2016.

Mrs. Werner and the Board then **"thanked"** Mr. Montanino for his informative presentation. Mr. Montanino left the meeting at 6:50 pm.

**Motion by Board Trustee Jennifer Shaner, seconded by Board Trustee Darek Merkel, that the following resolution be adopted as presented:**

## **APPROVAL OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) @ JUNE 30, 2015**

**Resolved** by the Hampton Board of Education that the Board, upon recommendation of the School Business Administrator, acknowledges receipt of the Comprehensive Annual Financial Report (CAFR) for the fiscal year ending

June 30, 2015 and the Auditor's Management Report on Administrative Findings-Financial Compliance and Performance and accepts the following 2014-2015 Audit Recommendations, submitted by the firm of VM Associates, Incorporated.

**The motion was approved by a unanimous roll call vote of all members present.**

**Motion by Board Trustee Jennifer Shaner, seconded by Board Trustee Darek Merkel, that the following resolution be adopted as presented:**

**APPROVAL OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) CORRECTIVE ACTION PLAN FOR THE 2014-2015 SCHOOL YEAR**

**Resolved** by the Hampton Board of Education that the Board, upon recommendation of the School Business Administrator, approves the Comprehensive Annual Financial Report (CAFR) Corrective Action Plan for the 2014-2015 school year as per the attached.

**There are NO Recommendations associated with the June 30, 2015 CAFR and NO CAP necessary for the 2014-2015 School Year.**

**The motion was approved by a unanimous roll call vote of all members present.**

**Public Hearing for Administrative Principal's Contract**

Board Trustee Jennifer Shaner moved, seconded by Board Trustee Darek Merkel to open the Public Hearing for the Administrative Principal's Contract at 6:50 p.m. and was approved by a unanimous voice vote by all members present. President Dilts opened the Public Hearing portion of this evening's meeting to the public at 6:50 p.m.

President Dilts noted the following:

**Administrative Principal Jones' Employment Contract 2014-2017 (06/08/15 resolution approval) must be amended to reflect that he has achieved all of his credentials to serve as the district's Chief School Administrator. Administrative Principal Jones was awarded a three year contract on June 17, 2014 for the period 2014 – 2017 as the Administrative Principal of the Hampton Public School which has already been approved by Mr. Juan Torres, ECS, Hunterdon County. Subsequently, Administrative Principal Jones has received his permanent certification which, in effect, changes his title. As a result, the Board of Education will take action to approve an AMENDED Contract to reflect his title is now Chief School Administrator.**

There being no additional questions/comments presented for discussion at this time, Board Trustee Jennifer Shaner moved, seconded by Board Trustee Marielia Gavlick to close the public hearing for the Administrative Principal's Contract at 6:55 p.m. This was approved by a unanimous voice vote by all members present.

Motion by Board Trustee Jennifer Shaner, seconded by Vice President Darek Merkel that the following resolution be adopted as presented:

**APPROVE AMENDED CHIEF SCHOOL ADMINISTRATOR CONTRACT – DECEMBER 1, 2015 – JUNE 30, 2017 – MR. MICHAEL JONES**

**Recommend** the Board approves the AMENDED Employment Contract of Mr. Michael Jones, Chief School Administrator for the period December 1, 2015 – June 30, 2017 as presented. Mr. Jones’ employment contract shall be sent to the Hunterdon County Executive Superintendent for review and approval of same.

**The motion was approved by a unanimous roll call vote of all members present.**

President Dilts stated **“Congratulations, Mr. Jones!”**

Motion by Board Trustee Jennifer Shaner, seconded by Vice President Darek Merkel that the following resolution be adopted as presented:

**APPROVE AMENDED BOARD BYLAWS AND POLICIES, STUDENT HANDBOOK AND ALL OFFICIAL SCHOOL DISTRICT DOCUMENTS TO REFLECT THE CHIEF SCHOOL ADMINISTRATOR TITLE RATHER THAN THE ADMINISTRATIVE PRINCIPAL TITLE**

**Recommend** the Board approves the AMENDED Board Bylaws and Policies, Student Handbook and all Official School District documents to reflect the Chief School Administrator title rather than the Administrative Principal title.

**The motion was approved by a unanimous roll call vote of all members present.**

**Minutes Approval**

**Board Trustee Marielia Gavlick moved the following resolution:**

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

<b>Date</b>	<b>Meeting</b>
October 27, 2015	Regular Business Meeting Executive Session
November 24, 2015	Regular Business Meeting Executive Session

**The motion was seconded by Board Trustee Jennifer Shaner and was approved by a majority voice vote (4-0-1) regarding the October 27, 2015 minutes with Board Trustee Darek Merkel abstaining due to his absence from the meeting and an unanimous voice vote of all of the members present regarding the November 24, 2015 minutes.**

## Communications

**Board Trustee Marielia Gavlick moved the following resolution:**

**Recommend** the communications mentioned be listed in the minutes and action be taken as necessary.

Sender	Subject	Distribution
Mrs. Ann Marie Linnen	Letter to Parents of 3 <sup>rd</sup> Grade Students	cc: Mrs. Elizabeth Dilts, Board President Members, Hampton Board of Education

The motion was seconded by Board Trustee Darek Merkel and was approved by a unanimous voice vote of all of the members present.

## Board President's Report – Mrs. Elizabeth Dilts

President Dilts discussed the following matters:

- ✦ Every Student Succeeds Act (ESSA) .... President Dilts indicated that she wanted to make the Board of Education aware of the ESSA (formerly NCLB – this is a title change) Act and its impact on the district and BOE (program/financial) particularly with regard to its focus on standardized testing results. A brief discussion ensued.
- ✦ 2016 Board Of Education Committees – Discussion ensued regarding the Board of Education's Committee structure i.e Reinstated Shared Services and Neighboring School Outreach Committee? Board Trustee Jennifer Shaner stated she felt that this committee did not actively meet monthly in the past and that primarily discussions held regarding shared services and neighboring outreach were held within the other BOE committees therefore the BOE had opted not to have said committee in 2015. Board Trustee Megan Bruton noted that she was interested in looking at HPS -vs- other like school districts (Hunterdon County) regarding extracurricular activities or other programs offered for students and programs/activities Hampton Public School might share with other like school districts, data for review i.e. an analysis – “Fact Finder” to provide information for the Board of Education. Discussion ensued. Board Trustee Darek Merkel suggested that this might be an Ad Hoc Committee in 2016. Essentially, a spreadsheet/report would be provided after each BOE Committee provides questions/information it would like to know. President Dilts noted that the BOE provide the following information:
  1. List of Districts the BOE would like to include in the survey/study. H.C.S.B.A. can provide email addresses/contacts for the districts the BOE would like to survey.
  2. Each BOE committee will submit a list of questions – what the committee would like to know. The questions will be posed to the NHVHS sending districts and information presented to the Board of Education in the future.

President Dilts stated that this discussion will be taken into consideration as the Board of Education looks forward to its annual Reorganization Meeting scheduled on January 5, 2016 and subsequently when the Board Committees will be established for 2016. Board President Dilts indicated that she would like to recommend the following two committees be considered for 2016: 1) Long Range Planning; 2) Green Team. President Dilts stated that it is imperative that all Stakeholders meet regularly (monthly) particularly with regard to the long range planning matters. Board Trustee Jennifer Shaner stated that the Stakeholders should include BOE members, Parents, Community members and Teachers. President Dilts stated that it is very important for all Stakeholders be involved as we plan for the District's future.

**Board Trustee Megan Bruton stated it is imperative for Board members to make a commitment to their respective assignend committees in planning for the future, particularly with regard to Long Range planning.**

Discussion ensued.

### **Chief School Administrator’s Report – Mr. Michael Jones**

**Chief School Administrator Jones discussed the following matters:**

#### **PARRC Testing Results Presentation**

Chief School Administrator Jones provided an overview of PARRC testing and a summary of the 2014-15 PARCC results for our school.

#### **VISION FOR PUBLIC EDUCATION IN NEW JERSEY**

New Jersey will educate all students to prepare them to lead productive, fulfilling lives. Through a public education system that is seamlessly aligned from pre-school to college, students will gain the requisite academic knowledge and technical and critical thinking skills for life and work in the 21st century.

- ✚ In 2015, New Jersey adopted the Partnership for Assessment of Readiness for College and Careers (PARCC) to replace HSPA and previous assessments in the elementary and middle school in language arts and mathematics.
- ✚ Students took PARCC English Language Arts and Literacy Assessments (ELA/L) in grades 3-8.
- ✚ Students took PARCC Mathematics Assessments in grades 3-8.

How are these test different? They are taken on the computer so they are more interactive for students. They allow students to show their work. The new tests ask students to apply skills like thinking, reasoning and justifying answers – showing what they know and can do. The tests focus on applying skills and therefore do not lend themselves to “teaching to the test”.

What parents should know about PARCC. 1) Your child’s score may look lower this year because the tests measured more complex skills. A low score does not mean your child did not improve or learned less; instead, it means that the expectations have been raised for students. 2) The first year’s scores are a new baseline from which to progress form and measure against moving forward. 3) It will take time. While teachers have been gearing up for the new standards for almost four years, the tests are new and they ask questions in different ways and require students to show their work. Just as what happens with new standardized tests, scores will start to improve as teachers and students become more familiar with the standards and acquire the skills and knowledge to meet them.

#### **PARCC PERFORMANCE LEVELS**

- Level 1: Not yet meeting grade-level expectations
- Level 2: Partially meeting grade-level expectations
- Level 3: Approaching grade-level expectations
- Level 4: Meeting grade-level expectations
- Level 5: Exceeding grade-level expectations

This table indicates the % of students Meeting and Exceeding Expectations for Literacy on the PARCC 2015 Assessment	<b>PARCC States</b> Arkansas, Colorado, Washington, D.C., Illinois, Louisiana, Maryland, Massachusetts, Mississippi, New Jersey, New Mexico, Ohio, and Rhode Island.	<b>New Jersey</b>	<b>Hampton</b>
Grade 3	38%	44%	50%
Grade 4	42%	51%	57%
Grade 5	40%	52%	23%
Grade 6	39%	49%	56%
Grade 7	42%	52%	67%
Grade 8	42%	52%	44%
This table indicates the % of students Meeting and Exceeding Expectations for Mathematics on the PARCC 2015 Assessment	<b>PARCC States</b> Arkansas, Colorado, Washington, D.C., Illinois, Louisiana, Maryland, Massachusetts, Mississippi, New Jersey, New Mexico, Ohio, and Rhode Island.	<b>New Jersey</b>	<b>Hampton</b>
Grade 3	38%	45%	75%
Grade 4	32%	41%	40%
Grade 5	32%	41%	16%
Grade 6	32%	41%	23%
Grade 7	29%	37%	17%
Grade 8	27%	24%	22%
Colors indicate	Blue ~ both above	Purple ~1 met	Red ~ both below

This table indicates the average scores for Literacy on the PARCC 2015 Assessment	<b>PARCC States</b> Arkansas, Colorado, Washington, D.C., Illinois, Louisiana, Maryland, Massachusetts, Mississippi, New Jersey, New Mexico, Ohio, and Rhode Island.	<b>New Jersey</b>	<b>Hampton</b>
Grade 3	736	743	744
Grade 4	742	750	744
Grade 5	741	750	740
Grade 6	740	747	739
Grade 7	741	749	753
Grade 8	741	749	732
This table indicates the average scores for Mathematics on the PARCC 2015 Assessment	<b>PARCC States</b> Arkansas, Colorado, Washington, D.C., Illinois, Louisiana, Maryland, Massachusetts, Mississippi, New Jersey, New Mexico, Ohio, and Rhode Island.	<b>New Jersey</b>	<b>Hampton</b>
Grade 3	738	745	757
Grade 4	736	743	741
Grade 5	736	743	723
Grade 6	735	742	728
Grade 7	734	739	737
Grade 8	728	725	730
Colors indicate	Blue ~ above	Purple ~ met	Red ~ below





Chief Administrator Jones stated that PARCC test results for HPS 2014-2015 will serve as the baseline data going forward. Chief School Administrator Jones stated that last year, student took PARCC test in eight or nine “units”, or sessions, depending on their grade level, and those sessions varied from 60 to 90 minutes each. This year, students will take six or seven units, depending on their grade level, and test sessions will be reduced from eight or nine down to six or seven. Depending on the grade level, sessions will range from 75 to 110 minutes each.

Discussion ensued.

**Chief School Administrator Jones discussed the following matters:**

**Safety Drill Report**

	DATE/TIME	EVACUATION TIME
Hampton Public School – Fire Drill	11/11/15	58 Seconds
Hampton Public School – Weather Drill	11/30/15	
Hampton Public School – Fire Drill	12/08/15	60 Seconds

**HIB Report Update** – Chief School Administrator Jones provided an updated HIB Report for December 2015. A brief discussion ensued.

**Motion by Board Trustee Jennifer Shaner, seconded by Board Trustee Darek Merkel, that the following resolution be adopted as presented:**

**RESOLVED**, that the Hampton Board of Education, upon the recommendation of the Chief School Administrator, recognizes and approves the Harassment, Intimidation and Bullying report as of **December 22, 2015**, as summarized below:

Incidents Investigated	Confirmed Incidents of HIB
-2-	-0-

**BE IT FURTHER RESOLVED**, that the Hampton Board of Education approves the remedial and disciplinary action taken by the Chief School Administrator.

**The motion was approved by a unanimous roll call vote of all members present.**

1. **IRLA Update information.** Chief School Administrator Jones provided an overview of the IRLA Reading Assessment program noting that the growth of our students has been phenomenal and stated that 100% of our students are growing in reading in steps. Chief School Administrator Jones also noted that effective January 4, 2016, HPS staff will be staying 30 minutes after school to work with HPS students in reading. Chief School Administrator Jones stated that 40% of HPS students (grades K-5) are reading at grade level. Board Trustee Megan Bruton inquired as to what is a realistic percentage of HPS students will be reading at grade level? Chief School Administrator stated he would review the data and respond at the next opportunity. A brief discussion ensued. Chief School Administrator Jones stated that an IRLA Professional Development Workshop for HPS staff will be held on January 28, 2016. Board Trustee Marielia Gavlick stated that she loved the idea that the HPS teachers were providing extra assistance to students in reading after school and inquired what the district could do to encourage reading partnership with parents. Board Trustee Marielia Gavlick stated that it is disappointing that parents will come to school for fun, extracurricular events such as Movie Night but not for academic types of events. Chief School Administrator Jones stated that he and Ms. Dalrymple will be implementing an academic component/program/presentations in the evening to work with parents and encourage a “buy-in” of the HPS academic programs, as a matter of fact, in January Administration has planned a “Math Night” event. More information and notices of the event will be provided to parents at the next opportunity. Chief School Administrator Jones noted that 65% of HPS parents are utilizing the parent portal and this is the most important

vehicle for parents to access data regarding their child’s educational progress. HPS staff can look at individual student’s skills. Also, HPS staff is working on K-1-2 students’ phonics programs. Discussion ensued regarding the IRLA program and the status of leveling books in the classroom and in the Library. Chief School Administrator Jones provided an overview of the program at present, status of leveling books and student progress to date.

2. **HPS Winter Concert** – December 17, 2015. Chief School Administrator Jones stated that the HPS Winter Concert was a great success! HPS students, parents and staff had a wonderful evening!
3. **HPS Morning Breakfast Program** – Chief School Administrator Jones stated that there is an average of 24-25 students participating in the HPS Breakfast program on a daily basis.
4. **Character Education assembly – January 4, 2016 at 8:45 a.m.**
5. **The Character Education Program’s word for January is “LOYALTY”**. Chief School Administrator Jones stated that there are a variety of activities planned for our students all month long regarding the Character Education Program.
6. **Basketball and Cheerleading Extracurricular Programs Status Update**. Chief School Administrator Jones stated that the HPS Basketball and Cheerleading Extracurricular programs will run from January 4, 2016 – February 24, 2016.
7. **Hampton Public School Enrollment – December 2015**

GRADE	ENROLLMENT
PK3	2
PK4	26
K	15
1	16
2	12
3	12
4	4
5	6
6	14
7	7
8	6
<b>Total:</b>	<b>120</b>

Susan Brown (HPS Teacher) provided a demonstration and overview of the new robotics program HPS students have been participating in. Chief School Administrator Jones stated that the program will also include building Solar Cars and HPS Middle School students will be competing in the Spring 2016 with other local Hunterdon County K-8 school districts. A brief discussion ensued. Board Trustee Jennifer Shaner inquired if additional funds could be provided through the current school year budget to buy additional robotic program kits for our students. Chief School Administrator Jones stated “yes”.

Chief School Administrator Jones stated “Happy Holidays and Happy New Year!”

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

Board Secretary Werner noted the following:

1. **Mid Year Budget meeting has been scheduled on January 20, 2016 @ County Office**
2. **2016 – 2017 Budget Timeline**

**December 2015 – March 2016 Board Meetings and Committee Meetings as per schedule**  
**January 18, 2016 Budget Download (Tentative)**  
**February 23, 2016 Governor’s Budget Address**

February 25, 2016  
March 22, 2016  
April 25 – May 9, 2016

State Aid figures released (maximum 2 days after Budget Address)  
Adoption and Filing of Preliminary Budget to ECS  
Public Hearing – Adopt Final Budget

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

Board Trustee Darek Merkel moved, seconded by Board Trustee Jennifer Shaner to open the public session at 8:14 p.m. and was approved by a unanimous voice vote by all members present. President Dilts opened the meeting to the public at 8:14 p.m.

Ms. Amanda Smith ( ) inquired as to the June 30, 2015 Audit presented this evening, particularly: Excess Surplus and putting monies in the next year's budget. President Dilts responded that the Board of Education is required to appropriate excess surplus at the previous year's end in to the subsequent year's budget per the NJDOE regulations. Ms. Smith inquired why the monies were not spent in the school year, President Dilts responded that the BOE and Administration discussed budgeting efforts in the future to reduce excess surplus at June 30 but that sometimes school districts have budget expenses arise that were not anticipated nor budgeted in the current school year and available funds in the budget may be transferred to insure the district does not overspend its budget total during any particular school year. President Dilts also noted that the School District (Board of Education and Administration) is restricted in terms of monies that can be deposited in the Reserve Accounts and that any excess after our efforts of depositing in our Reserve Accounts must be utilized to provide tax relief in the subsequent school year. A brief discussion ensued. Ms. Smith expressed concern, in light of the Sandy Hook tragedy, that HPS classroom doors/locks may not be up to acceptable standards. Chief School Administrator Jones stated that HPS classroom doors are solid. Chief School Administrator Jones stated that the Board of Education and HPS Administration has made a concentrated effort to budget for HPS facility improvements and upgrades, including both the interior and exterior areas of our building and will continue to plan for/budget for HPS facility projects through appropriating funds for same in our annual school budget.

There being no additional items/comments presented for discussion at this time, Board Trustee Darek Merkel moved, seconded by Board Trustee Marielia Gavlick to close the public session at 8:19 p.m. This was approved by a unanimous voice vote by all members present.

**EXECUTIVE SESSION** - None

### Committee Reports

#### **A. BUILDING AND GROUNDS – Mrs. Bruton and Mr. Merkel**

##### **- Custodian Report November 2015 – Bob Myers**

*A brief discussion ensued regarding new cafeteria tables needed to replace broken/non-repairable tables, Chairlift repairs, Boiler matters, etc. A brief discussion ensued regarding including one of our Custodians in the Buildings and Grounds Committee meetings to provide additional information regarding HPS facility matters. Board Trustee Jennifer Shaner also inquired if the district's dumpster has had a lock installed on the cover being that it has been noted that private citizens/individual(s) have carelessly left garbage on top of the dumpster. A brief discussion ensued.*

**B. BUDGET AND FINANCE – Dr. Shaner and Dr. Gavlick**

December 15, 2015 Budget and Finance Committee Meeting Minutes included in Board shared folder.

**Motion by Board Trustee Jennifer Shaner, seconded by Board Trustee Marielia Gavlick, that resolutions numbered B-1 – B-7 be adopted as presented:**

**RESOLVED** that resolutions numbered B-1 - B-7 be adopted as presented:

**B-1. Approve Monthly Bills List – December 22, 2015**

**Recommend** the Board approves the attached Bills List as recommended by the Administrative Principal and School Business Administrator.

<b>Fund</b>	<b>Total</b>
Fund 10 – Current Expense	\$50,211.68
Fund 20 – Special Revenue	\$9,603.20
Fund 30 – Capital Outlay	-0-
Fund 40 – Debt Service	-0-
Fund 50 – Food Service	\$3,990.37
Fund 60 – Aftercare Enterprise	\$129.99
<b>Grand Total:</b>	<b>\$63,935.34</b>

**B-2. Authorize Business Administrator to Generate Interim Bills List - December 30, 2015**

**Recommend** the Board authorize the Business Administrator to pay ADDITIONAL bills through December 30, 2015 to close the month and that which shall be post-approved at the next meeting of the Hampton Board of Education.

**B-3. Approval Semi-Monthly Payrolls – November 30, 2015, December 14, 2015 and December 22, 2015**

**Recommend** the Board confirms the approval of the payroll for November 30, 2015 in the amount of \$93,023.65, December 14, 2015 in the amount of \$90,634.37 and December 22, 2015 in the amount of \$91,080.97.

**B-4. SBA/BS Monthly Certification – NJAC 6:20-2A 10(e)**

**Recommend** in accordance with NJAC 6:20-2:A 10(e) the Board Secretary does certify that the Board Secretary’s Report for December 2015 does not reflect over-expenditures in any account based on the appropriation balances reflected in the report and on the advice of district officials.

Board Secretary *Christine M. Werner*

Date *December 22, 2015*

**B-5. Approval Treasurer’s Report – November 30, 2015**

**Recommend** the Board accepts and affixes to the minutes of this meeting the Report of the Treasurer of School Monies for November 30, 2015.

**B-6. Approval Board Secretary’s Report – November 30, 2015**

**Recommend** the Board accepts and affixes to the minutes of this meeting the Report of the Board Secretary for November 30, 2015.

**B-7. Approval Maschio’s Food Service Report – November 2015**

**Recommend** the Board accept/approve Maschio’s Food Service Income Statement report for the month of October 2015, which shows a monthly profit of \$1,953.67 and a year-to-date income profit of \$5,700.45.

**BUDGET AND FINANCE RESOLUTIONS B-1 – B-7 AS PRESENTED.**

**AYES:** Mrs. Bruton, Dr. Gavlick, Mr. Merkel, Dr. Shaner and Mrs. Dilts, President  
**NAYS:** None  
**ABSTENTIONS:** None

**C. PERSONNEL AND NEGOTIATIONS – Mrs. Dilts and Dr. Shaner**

December 15, 2015 Personnel and Negotiations Committee Meeting Minutes have been placed in Board shared folder.

**Motion by Board Trustee Jennifer Shaner, seconded by Board Trustee Darek Merkel, that resolution number C-1 be adopted as presented:**

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

**C-1. Approval of Substitute Teachers – 2015-2016 School Year**

**Recommend** the Board, upon the recommendation of the Administrative Principal, approves the following substituteTeachers as follows:

<b>Substitute Teacher</b>	<b>Certification/Credentials</b>	<b>Criminal Background Check Status</b>
Bridget N. Hart	Substitute Teacher Certification	Criminal background check completed.
Karen Gasparetti-Madden	Substitute Teacher Certification	Criminal background check completed.

**VOTE : PERSONNEL AND NEGOTIATIONS RESOLUTION C-1 AS PRESENTED.**

**AYES: Mrs. Bruton, Dr. Gavlick, Mr. Merkel, Dr. Shaner and Mrs. Dilts, President**

**NAYS: None**

**ABSTENTIONS: None**

**D. POLICY – Mrs. Dilts and Mrs. Shaner**

A brief discussion ensued regarding the Hampton Public School HIB Policy. It is noted that the district's HIB policy inherently provides discretion to Administrators to qualify an incident as a HIB matter and call for an investigation. Chief School Administrator Jones stated that it is likely there will be a need to discuss a HIB event with the Board of Education in the near future.

**E. CURRICULUM AND TECHNOLOGY – Dr. Gavlick and Mrs. Bruton**

A brief discussion ensued regarding the PARCC test presentation provided by Administration this evening. Chief School Administrator Jones noted that the HPS PARCC test results will be an on-going discussion, particularly in regard to planning for the 2016-2017 school budget.

**F. COMMUNICATION – Mr. Merkel and Dr. Gavlick**

Chief School Administrator Jones noted that the Hampton Fire Department had recently sent a heartwarming **"THANK YOU"** to Mrs. Wallace, the first grade class and HPS for their recent Hampton Fire Department fund raising efforts totaling \$755.00 and the Thanksgiving Feast that was shared with members of the HFD in November. Chief School Administrator Jones stated **"THANK YOU, MRS. WALLACE and HPS FIRST GRADERS"** for your hard work and effort in conjunction with the November Character Education Word – "Gratitude" which you have exemplified superbly in your efforts to give back to your community, namely the Hampton Fire Department. This is tremendous to be able to give back to our community! I am very proud of you!

**New Business**

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

**Old Business**

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

## **Parking Lot Discussion**

- ✓ Mind Program: Storms/Natural Disaster Themes – Kit \$420.00 for group usage (10 participants)
- ✓ Destination Imagination – Odyssey of the Mind Program – \$145.00 (2-7 participants)
- ✓ Dash Board

## **Board President Dilts noted the following Board of Education Meeting Schedule:**

A brief discussion ensued regarding the Board of Education Meeting Schedule in 2016, particularly regarding meeting dates/time.

### **Board of Education Meeting Schedule and Important Notes:**

**January 5, 2015 Annual Reorganization Meeting  
January 19, 2016 Board Committee Meetings  
January 26, 2016 Regular Business Meeting**

## **Comments from Public II:**

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

A brief discussion was held pertaining to the following matters:

- Chief School Administrator Jones commented on the CAFR/Audit Report at June 30, 2015 noting the verbal comments regarding same were minor and that he was happy that our district is doing really well pertaining to the fiscal management of our school budget. Thank you Mrs. Werner for your diligence!
- Board Trustee Marielia Gavlick stated that the HPS Enrichment period is seeming to be more challenging and that she was very happy to hear what our students have been doing. A brief discussion ensued.
- Board Trustee Jennifer Shaner inquired about the HPS Science Fair/Solar Car program: When will it start? Chief School Administrator Jones stated the program will start in January 2016. Will the Solar Car program happen during the school day? Chief School Administrator Jones stated “yes”.
- Board Trustee Marielia Gavlick inquired about the status of the purchase of Smartboards for classes without this technology and the 1:1 Chromebook initiative for grades 4-5. Chief School Administrator Jones stated that the Smartboards have recently been installed, although we are waiting for the electrician to secure the power supply and a quote for the purchase of 12 new laptop computers is expected today/tomorrow and Mrs. Werner will prepare the purchase order upon receipt. A brief discussion ensued.

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

**ADJOURNMENT** - There being no further business to come before the board, Board Trustee Megan Bruton made a motion, seconded by Board Trustee Darek Merkel and carried by Unanimous Voice Vote to adjourn the December 22, 2015 Regular Business Meeting of the Hampton Board of Education at 8:35 PM.

Respectfully Submitted,

Christine M. Werner  
Board Secretary