

**HAMPTON BOARD OF EDUCATION  
MONTHLY BUSINESS MEETING  
Minutes  
October 27, 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 (arrived @ 6:38 p.m.)  
Marielia Gavlick  
Jennifer Shaner, Vice President, ESC Representative  
Elizabeth Dilts, President

Absent: Darek Merkel

Also Present: Michael Jones, Administrative Principal  
Christine M. Werner, Business Administrator/Board Secretary  
There were two (2) members of the public 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>
September 29, 2015	Regular Business Meeting Executive Session

**The motion was seconded by Board Trustee Jennifer Shaner and was approved by an unanimous voice vote of all of the members present.**

## **Communications**

**Board Trustee Jennifer Shaner 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>Distribution</b>
Mr. Michael Jones	Thank You To: Mrs. Cheryl Drzewzewski Mrs. Gina Sharkey	cc: Mrs. Elizabeth Dilts, Board President Members, Hampton Board of Education
Nancy Ross	Resignation	Mr. Micheal Jones, Administrative Principal Mrs. Elizabeth Dilts, Board President Members, Hampton Board of Education
Mr. Tim Butler, President Green Vision, Inc.	Thank You. Recycle Letter	Mr. Micheal Jones, Administrative Principal Mrs. Elizabeth Dilts, Board President Members, Hampton Board of Education
Mr. Ryan Hart	Thank You IWALK Event	Mr. Micheal Jones, Administrative Principal Mrs. Elizabeth Dilts, Board President Members, Hampton Board of Education

***A brief discussion ensued. Administrative Principal Jones noted that the IWALK program has been a great experience for our student and thanked the HPS staff for their support and efforts in regard to this program***

**The motion was seconded by Board Trustee Marielia Gavlick and was approved by a unanimous voice vote of all of the members present.**

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

President Dilts noted that she had not been able to attend the HPS Bonfire event because she had attended a Book Signing event by Author DiBelsi, a 1<sup>st</sup> Grade Teacher at the Sandy Hook School, who had survived (along with her students) the December 2013 mass shooting of 27 teacher/students. President Dilts provided an overview of the event, the book "Choosing Hope" and the non-profit organization Ms. DiBelsi started entitled "Classes for Classes" which provides donations to/from schools. President Dilts stated she had purchase one book for herself and one book that she is donating to HPS for the staff to read. President Dilts stated she was extremely moved by the book and encouraged HPS staff to read "Choosing Hope" as well.

President Dilts discussed the Haberman matter particularly with regard to consideration of HPS. As of last evening, President Dilts stated that the Hampton Council has signed off on the Haberman Co-Op requirements. A brief discussion ensued. President Dilts stated she would continue to follow the proceedings and update the BOE and HPS community going forward and noted that the next proceeding is scheduled for mid-November.

### **Board Trustee Megan Bruton entered the meeting at 6:38 p.m.**

President Dilts stated that the HRA (Hampton Recreation Association) will be developing an Advisory Committee comprised of approximately 8 people and to advise those interested in resurrecting the Hampton HRA. President Dilts stated, if interested in being part of the new HRA, one should reach out to R. Baker and R. Nathanson regarding same. President Dilts stated that it is anticipated that initially the HRA would serve as a skills lab for younger children residing in Hampton. The HRA Advisory committee will help guide new committee members in resurrecting the Hampton Recreation Association. President Dilts requested that Board Trustees and HPS Administration would make an effort to get the word out to the public. President Dilts noted that, in the past, the HRA offered a variety of skills clinics and sports (soccer, basketball, etc.) teams/opportunities to the children of Hampton. Discussion ensued.

## **Administrative Principal's Report – Mr. Michael Jones**

### **Administrative Principal Jones discussed the following matters:**

#### **Safety Drill Report**

	<b>DATE/TIME</b>	<b>EVACUATION TIME</b>
<b>Hampton Public School – Fire Drill</b>	<b>10/08/15</b>	<b>60 Seconds</b>
<b>Hampton Public School – Intruder Drill</b>	<b>10/16/15</b>	<b>@ 9:05 A.M.</b>

1. Discussed the "Leadership Quote" publication shared with HPS staff this evening.
2. Improving the Preschool Classroom Environment for Young Children with Disabilities grant program update. Upcoming workshops for the ECERS grant program will be held on November 19, 2015 and December 3, 2015.
3. Junior Solar Sprints discussion – HART meeting.
4. PARCC Workshop, Thursday October 8, 2015 – Results and Timeline for PARCC test results dissemination.
5. HPS Community Bonfire Event – October 20, 2015. The event was awesome.
6. Pumpkin Carving Night – October 29, 2015 from 6:00 p.m. to 7:30 p.m.
7. CSA Breakfast – October 30, 2015 at 8:00 a.m.
8. HPS Halloween Parade – October 30, 2015 at 2:00 p.m.
9. Parent/Teacher Conferences – November 2 and 3, 2015 5:00 p.m. – 9:00 p.m..
10. Character Education assembly – November 2, 2015 at 8:45 a.m.
11. NJEA Convention – School Closed November 5 and 6, 2015.
12. Student Report Cards will be distributed on November 10, 2015.

13. Hampton Public School Enrollment – October 2015

GRADE	ENROLLMENT
PK3	2
PK4	27
K	16
1	16
2	13
3	12
4	4
5	6
6	13
7	7
8	6
<b>Total:</b>	<b>122</b>

14. Donorschoose.com – Mrs. Knight, former HPS Teacher, has stated that her Church would like to donate \$500.00 to HPS through Donorschoose.com. A resolution has been placed on the Agenda this evening for your consideration and approval of same. The grant funds will be utilized to purchase preschool supplies and equipment.
15. HART Grant – “Solar Sprints”. Administrative Principal Jones stated that HPS will be receiving tool kits for the Solar Sprints program which is funded through the HART program. Administrative Principal Jones stated that the program will begin in January 2016 and is an awesome initiative allowing students to build solar powered projects during the enrichment period. HPS Middle School students will participate in a local competition (teams) rather than hold a Science Fair event this year. Administrative Principal Jones that the project is a cross curricular program including science, arts, language arts, writing/communications, mathematics, research, etc. and will most definitely build the level of excitement for our students. Board Trustee Megan Bruton inquired if the program would be extended to the elementary school children. Administrative Principal Jones stated “yes”. Board Trustee Jennifer Shaner inquired if the HPS students would be working on the Solar Sprints project/program every day during the enrichment period. Administrative Principal Jones stated likely the Solar Sprints Program will be 3 days/week rather than every day. Administrative Principal Jones stated this program will give HPS students an opportunity to participate and compete with our peer districts.
16. PARCC Test Results/Information. Administrative Principal Jones stated that PARCC test results and information is expected to be made available in November. Administrative Principal Jones stated parents will be provided with their child’s PARCC test results in December and a presentation regarding the district’s performance/test results overview will be provided at the December 22, 2015 Public meeting.

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

**RESOLVED, that the Hampton Board of Education, upon the recommendation of the Administrative Principal, recognizes and approves the Harassment, Intimidation and Bullying report as of **October 27, 2015**, as summarized below:**

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

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

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

**Annual Violence and Vandalism Community Report (verbal report)** - Administrative Principal Jones provided a verbal report pertaining to the HPS district's annual Violence and Vandalism Community Report as follows:

- Administrative Principal Jones reported that Hampton Public School had no incidents of Violence or Vandalism as of June 30, 2015 during the 2014-2015 school year.
- Administrative Principal Jones reported that Hampton Public School has had two incidents of Violence / Vandalism to date in the 2015-2016 school year.

A brief discussion ensued. Administrative Principal Jones was asked if he believed that this excellent report had been the direct result of the Character Education program HPS has implemented. Administrative Principal Jones stated that the Character Education is doing really good things for our students and each month students make a commitment and sign their names on the Character Ed Pillars that have been placed on display in the multipurpose room. Administrative Principal Jones stated that he believes this program has reduced behaviors and our students have grown from the program. Each month there is a Character Ed assembly is held on the first day of the month with a new Character Ed pillar word introduced to our students and they readily learn about and get involved demonstrating the word of the month through various lessons and programs provided to them. Administrative Principal Jones stated that our students are really into it.

**Board Trustee Megan Bruton moved, seconded by Board Trustee Jennifer Shaner that the following resolution be adopted as presented:**

**RESOLVED**, that the Hampton Board of Education accepts the report and acknowledges the presentation by the Administrative Principal of the incidents of violence and vandalism during the 2014-2015 school year as reported on the Electronic Violence and Vandalism Reporting System (EVVRS) for the State; and

**BE IT FURTHER RESOLVED**, that the Hampton Board of Education recognizes the school's participation in Violence Awareness Week during the week of October 19 – 23, 2015.

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

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

Board Secretary Werner noted the following:

1. **The Annual School Board Election will be held on November 3, 2015.**
2. **Board Secretary Werner stated she had posted the 2016-2017 Budget Development Calendar and Information in the Board Shared Folder.**

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

Board Trustee Jennifer Shaner moved, seconded by Board Trustee Megan Bruton to open the public session at 7:28 p.m. and was approved by a unanimous voice vote by all members present. President Dilts opened the meeting to the public at 7:28 p.m.

Mr. Cory ( ) inquired as to the process and procedures for HPS fields and rental of same. Administrative Principal Jones provided an overview of the Facilities Use forms, pricing (is negotiable) and requirements (public/groups/organizations) for groups i.e insurance coverage documents (COI) necessary to rent the HPS fields. Administrative Principal Jones stated that funds paid for facility usage are utilized for the upkeep/maintenance/custodial OT (as may be necessary) for our (HPS) facility. Administrative Principal Jones stated that HPS is a public facility and can be utilized by the groups and members of our community following submission of the aforementioned paperwork and approval of the Facility Use application by the Board of Education.

There being no additional items/comments presented for discussion at this time, Board Trustee Megan Bruton moved, seconded by Board Trustee Jennifer Shaner to close the public session at 7:35 p.m. This was approved by a unanimous voice vote by all members present.

## **EXECUTIVE SESSION (Not at this time.)**

### Committee Reports

*Board Trustee Megan Bruton provided an overview of the discussion held at the Buildings and Grounds Committee meeting held with Administrative Principal Jones on October 26, 2015, including an overview of the M-1 and M-2 Annual Maintenance Budget Worksheet and the HPS Comprehensive Maintenance Plan 2014-2017 as presented this evening for approval and the B&G Committee discussion as it pertains to the 2016-2017 School Budget - Wish List and Priorities i.e. Gym Lighting (energy efficient), Totlot (additional equipment), HPS Fields upkeep and Security Lighting, HPS stairs and slate (replacement) for the steps, energy efficient windows (new and replacement), HPS fence repairs and our "Green Initiative" per our Board Goals (including grant funds). Discussion ensued. Administrative Principal Jones thanked Mrs. Bruton and Mr. Merkel for all of their efforts to assisting him to improve the HPS facilities.*

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

**Motion by Board Trustee Megan Bruton, seconded by Board Trustee Marielia Gavlick, that resolution numbered A-1 be adopted as presented:**

**RESOLVED that resolutions numbered A-1 – A-3 be adopted as presented:**

**A-1. Hampton Public School Facility Requests –2015 – 2016**

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

<b>Group</b>	<b>Purpose</b>	<b>Date</b>	<b>Time</b>	<b>Fee (As Applicable)</b>
H.S.A.	Distribution of Little Ceaser's Pizza Fundraiser – 6 <sup>th</sup> Grade	November 16, 2015	3:00 p.m. – 7:30 p.m.	N/A Non-Profit School Organization Per Policy 1330

**A-2. Annual Maintenance Budget Amount Worksheet – Form M-1 and M-2**

**Recommend** the Board accept and approve, upon the recommendation of the Administrative Principal and Business Administrator, the attached Annual Maintenance Budget Amount Worksheet – form M-1 and M-2.

(Attachment)

**A-3. Hampton Public School Comprehensive Maintenance Plan 2014-2017**

**Recommend** the Board approves, upon the recommendation of the Administrative Principal and Business Administrator, the following resolution as presented:

**WHEREAS**, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for its public school facilities, and

**WHEREAS**, the required maintenance activities as listed in the attached document for the Hampton Public School is consistent with these requirements, and

**WHEREAS**, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

**NOW THEREFORE BE IT RESOLVED**, that the Hampton Public School District hereby authorize the Administrative Principal and the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Hampton Public School District in compliance with New Jersey Department of Education requirements.

**BUILDINGS AND GROUNDS RESOLUTIONS A-1 – A-3 AS PRESENTED.**

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

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

October 26, 2015 Budget and Finance Committee Meeting Minutes are included in Board shared folder.

**Motion by Board Trustee Megan Bruton, seconded by Board Trustee Marielia Gavlick, that resolutions numbered B-1 – B-10 be adopted as presented:**

**RESOLVED that resolutions numbered B-1 - B-10 be adopted as presented:**

**B-1. Approve Monthly Bills List – October 27, 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	\$ 72,479.96
Fund 20 – Special Revenue	\$ 11,565.22
Fund 30 – Capital Outlay	-0-
Fund 40 – Debt Service	-0-
Fund 50 – Food Service	\$ 13,299.39
Fund 60 – Aftercare Enterprise	-0-
<b>Grand Total:</b>	<b>\$ 97,344.57</b>

**B-2. Approval Semi-Monthly Payroll – October 15, 2015**

**Recommend** the Board confirms the approval of the payroll for October 15, 2015 in the amount of \$90,396.86.

**B-3. Approval Treasurer’s Report – July 31, 2015 (Preliminary Report)**

**Recommend** the Board accepts and affixes to the minutes of this meeting the Report of the Treasurer of School Monies for July 31, 2015 (Preliminary Report).

**B-4. Approval Board Secretary’s Report – July 31, 2015 (Preliminary Report)**

**Recommend** the Board accepts and affixes to the minutes of this meeting the Report of the Board Secretary for July 31, 2015 (Preliminary Report).

**B-5. 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 July 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 *October 27, 2015*



**B-6. Approval Treasurer’s Report – August 31, 2015 (Preliminary Report)**

**Recommend** the Board accepts and affixes to the minutes of this meeting the Report of the Treasurer of School Monies for August 31, 2015 (Preliminary Report).

**B-7. Approval Board Secretary’s Report – August 31, 2015 (Preliminary Report)**

**Recommend** the Board accepts and affixes to the minutes of this meeting the Report of the Board Secretary for August 31, 2015 (Preliminary Report).

**B-8. 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 August 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 *October 27, 2015*

**B-9. Approval Maschio’s Food Service Report – September 2015**

**Recommend** the Board accept/approve Maschio’s Food Service Income Statement report for the month of September 2015, which shows a monthly profit of \$1,896.64 and a year-to-date income profit of \$1,896.64.

**B-10. Approval of REVISED Contract Renewal with Maschio’s Food Services, Inc. for the 2015-2016 School Year**

**Recommend** the Board approves the REVISED agreement with Maschio’s Food Services, Inc. for the 2015-2016 school year as follows:

**ADDENDUM TO AGREEMENT** made by and between the Hampton Borough Board of Education whose office is located at 23-41 South Street, Hampton, NJ (hereinafter referred to as the “LEA” (Local Education Agency) and Maschio’s Food Services, Inc., a NJ Corporation having its principal place of business at 525 East Main Street, Chester NJ 07930.

**WHEREAS**, the LEA and Maschio’s entered into a contract for a food service program;

**WHEREAS**, the LEA has found that Maschio’s is performing the services under the contract in an effective and efficient manner;

**NOW THEREFORE**, in consideration of the premises and mutual covenants herein contained, the LEA and Maschio’s agree as follows:

Article I: Federal and State Required Language

**A. DURATION OF ADDENDUM**

- 1) This addendum begins on **July 1, 2015** and ends on **June 30, 2016**

**B. MANAGEMENT FEE(S)/GUARANTEES**

**1) MANAGEMENT FEE**

It is the intent of the Local Education Agency to award the food service contract on a flat management fee basis. The Local Education Agency shall pay Maschio's an annual management fee in the amount of **\$5,120.00**. The management fee shall be payable in monthly installments of **\$512.00** per month commencing on September 1, 2015 and ending on June 30, 2016.

**2) NO GUARANTEE OF NO COST/ BREAKEVEN FOOD SERVICE OPERATION**

Maschio's does not guarantee a no cost or breakeven food service operation, including the management fee for the duration of this contract.

**BUDGET AND FINANCE RESOLUTIONS B-1 – B-10 AS PRESENTED.**

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

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

**Motion by Board Trustee Megan Bruton, seconded by Board Trustee Jennifer Shaner, that resolutions numbered C-1 – C-4 be adopted as presented:**

**RESOLVED that resolutions numbered C-1 - C-4 be adopted as presented:**

**C-1. Accept Resignation of Nancy Ross**

**Recommend** the Board accepts, upon the recommendation of the Administrative Principal, the resignation of Nancy Ross, Cafeteria Worker effective November 14, 2015.

**C-2. Approval of Professional Workshops/Travel and Related Expenses**

**Recommend** the Board approves, upon the recommendation of the Administrative Principal, the following professional workshops/travel and related expenses.

<i>Date</i>	<i>Employee</i>	<i>Subject</i>	<i>Estimated Cost</i>
10/29/15 11/12/15	B Taylor-Flynn	NHVHS Sending Districts Technology and Language Arts Articulation Meetings	Conference Registration Cost: \$ 0.00 Substitute Expense: \$ 0.00 Mileage Expense: \$ 0.00  Total: FREE
	M. Zambas R. Dalrymple	Improving the Preschool Classroom Environment for Young Children With Disabilities  Trenton, NJ	Conference Registration Cost: \$ 0.00 Substitute Expense: \$ 90.00 Mileage Expense: \$ 25.73  Total: \$ 115.73
<del>11/12/15</del> Or <del>11/19/15</del> 04/14/16	R. Dalrymple S. Brown B. Gibson	An Introduction to Teasing, Bullying A Training for School Safety Team and School Climate Team  New Brunswick, NJ	NCLB Title IIA Conference Cost Conference Registration Cost: \$ 60.00 Substitute Expense: \$ 180.00 Mileage Expense: \$ 44.40  Total: \$ 284.40
12/03/15	T. Schafer M. Rush R. Dalrymple	Improving the Preschool Classroom Environment for Young Children With Disabilities  Trenton, NJ	Conference Registration Cost: \$ 0.00 Substitute Expense: \$ 180.00 Mileage Expense: \$ 51.46  Total: \$231.46
02/01/16	B. Gibson	"Artists for Art's Sake" Education Roundtable @ Hunterdon Art Museum Clinton, NJ	NCLB Title IIA Conference Cost Conference Registration Cost: \$ 45.00 Substitute Expense: \$ 90.00 Mileage Expense: \$ 3.72  Total: \$ 138.72

**C-3. Approval HPS Before Care/After Care Personnel/Salary Remuneration – 2015- 2016 School Year Effective October 19, 2015**

Recommend the Board approves, upon the recommendation of the Administrative Principal, the following Before Care / After Care personnel and Salary Remuneration for the 2015-2016 school year effective October 19, 2015 as follows:

This is funded through the HPS After Care Enterprise Fund Account.

<b>Employee</b>	<b>Max. Hours Per Week</b>	<b>Hourly Rate</b>	<b>Funding Source(s)</b>
Karen Schultz	5 Mon. – Friday 7:15 a.m. – 8:15 a.m.	\$18.00	HPS Before/After Care Enterprise Fund
Michelle Stecker	15 Monday – Friday 3:00 p.m. – 6:00 p.m	\$18.00	HPS Before/After Care Enterprise Fund
Carley Marookian Substitute	6 Tuesday / Thursday 3:00 p.m. – 6:00 p.m	\$18.00	HPS Before/After Care Enterprise Fund
Janet Legg Substitute	9 Monday/Wednesday/Friday 3:00 p.m. – 6:00 p.m	\$18.00	HPS Before/After Care Enterprise Fund

**Further Resolved**, the Board approves that the proposed salary increase be retroactive for all Aftercare staff for the period August 27, 2015 – October 16, 2015 and hereby authorizes the Business Administrator to process retroactive pay for all Aftercare employees for said period.

**C-4. Approval HPS School Safety Team / School Climate Team – 2015-2016 School Year**

**Recommend** the Board approve, upon the recommendation of the Administrative Principal, the following members of the Hampton Public School School Safety Team/School Climate Team for the 2015-2016 School Year:

Michael Jones  
Susan Brown

Ruth Ann Dalrymple  
Brian Gibson

**VOTE :** PERSONNEL AND NEGOTIATIONS RESOLUTIONS C-1 – C-4 AS PRESENTED.

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

**NAYS:** None

**ABSTENTIONS:** None

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

October 20, 2015 Policy Committee Meeting Minutes are included in Board shared folder.

**Motion by Board Trustee Megan Bruton, seconded by Board Trustee Jennifer Shaner, that resolution numbered D-1 be adopted as presented:**

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

**D-1. New Policy– Second Reading of Policy**

**Recommend**, the Board approve the **second reading** of the following Policy:

**BYLAW, POLICY AND REGULATION – Policy:**

<i>Number</i>	<i>Title</i>
5131.31	Bike to School
	School Nutrition Program
	Outstanding Food Services Charges

*A brief discussion ensued. Administrative Principal Jones stated the Bike Safety Training program for HPS students will take place on Monday, November 9, 2015. Administrative Principal Jones stated the District will need to purchase a new Bike Rack (approximately 15 bikes) for HPS students who choose to ride their bikes to school and have participated in the Bike Safety Training program.*

**VOTE :** POLICY RESOLUTION D-1 AS PRESENTED.

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

**NAYS:** None

**ABSTENTIONS:** None

*Much discussion ensued regarding the Transgender Policy that had been previously proposed. President Dilts stated that the discussions pertaining to same have been disjointed at best, and there does not seem to be one cohesive policy or consensus regarding the length, breadth and depth that everyone can be comfortable with. Discussion ensued. In general, President Dilts stated that the whole idea regarding the Transgender Policy is that there is advocacy on behalf of the child. President Dilts stated that the Policy Committee will continue to review, research and discuss this matter/policy going forward.*

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

**Motion by Board Trustee Megan Bruton, seconded by Board Trustee Jennifer Shaner, that resolutions numbered E-1 – E-2 be adopted as presented:**

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

**E-1. Approval of Field Trip Requests**

**Recommend** the board approve, upon the recommendation of the Administrative Principal, the following Field Trips as listed:

(Admission, Transportation and Substitute Costs are listed.)

**a) PK3 – Local Field Trips Hampton**

Date	Grade	Field Trip
10/15/15 – 06/15/16	PreK 3 1 Teacher/ 2 Aides 3 Students	Rosata’s Hampton Junction Hampton Post Office Admission Cost: \$ 0.00 Bus Transportation Cost: <u>None</u> Total: \$ 0.00

**b) McCarter Theatre**

Date	Grade	Field Trip
12/15/15	Grades 6,7,8 Ms. Attanasio, Mrs. Dignazio, Mrs. Murphy, Mrs. Flynn 28 Students	“A Christmas Carol” Princeton, New Jersey Admission Cost: (H.S.A.) \$810.00 Bus Transportation Cost: \$300.00 Substitute Cost: <u>\$90.00</u> Total: \$390.00

**E-2. Authorize Administrative Principal to Register Hampton Public School at DONORSCHOOSE.COM and Accept Grant Funds in the Amount of \$500 from the Lower Valley Presbyterian Church, Califon NJ**

**RESOLVED** that the Hampton Board of Education authorizes theAdministrative Principal to register Hampton Public School at DONORSCHOOSE.com grant website;

**FURTHER RESOLVED** that the Hampton Board of Education hereby accepts \$500 grant funds for the purchase of supplies and equipment for the HPS Preschool program as provided by Lower Valley Presbyterian Church in Califon.

**AND BE IT FURTHER RESOLVED** that the Administrative Principal and Preschool children send a note of thanks to the Lower Valley Presbyterian Church in Califon for their generosity.

*Discussion ensued. Board Trustee Megan Bruton inquired about the progress/success of the District's new IRLA program and asked Administrative Principal Jones if the HPS Teachers are on task and/or making progress. Administrative Principal Jones stated "yes" and provided an update regarding the IRLA. Board Trustee Megan Bruton inquired if Mrs. Flynn's request to review the "Tiny Cat" pilot program was being considered. Administrative Principal Jones stated that he was reviewing Mrs. Flynn's proposal. A brief discussion ensued.*

**VOTE : CURRICULUM AND TECHNOLOGY RESOLUTIONS E-1 – E-2 AS PRESENTED.**

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

**NAYS: None**

**ABSTENTIONS: None**

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

- ✓ Administrative Principal Jones stated that Mr. Merkel and Dr. Gavlick had placed a "Hampton Public School" brochure in the Communication folder in the Board Shared folder for review. Dr. Gavlick requested that any BOE member with any suggestions/additions/changes pertaining to the brochure should contact Dr. Gavlick or Mr. Merkel at the next opportunity. It was suggested that pictures or student artwork might be added to the brochure. A brief discussion ensued.
- ✓ Dr. Gavlick stated that the next Hampton Herald Newsletter is scheduled to be published in December 2015.

**New Business**

- ✓ Board Trustee Jennifer Shaner inquired if the Robotics program (Ages 9-14) has been implemented. Administrative Principal Jones stated "Yes, Ms. Brown has already started working with this program with the Middle School students." Board Trustee Jennifer Shaner inquired if the younger students were also going to participate in this program. Administrative Principal Jones stated "yes".
- ✓ Board Trustee Jennifer Shaner stated that she had received two (2) complaints recently:

HPS Aftercare billing is being invoiced to the next hour, in the past the district has billed in 15 minute intervals. Administrative Principal Jones stated that all HPS Aftercare parents had been advised in the beginning of the School Year that the Aftercare program billing was not going to be invoiced in 15 minute intervals during the 2015-2016 school year.

The HPS phone alert system has been over-utilized, there are too many messages. The phone messaging system is for emergencies, otherwise parents need to be advised differently.

President Dilts recommended the Communications Committee review the HPS phone alert system matter re: usage - too much –vs- not enough.

Discussion ensued.

## Old Business

- ✓ Board Trustee Megan Bruton inquired if Administrative Principal Jones had sent letters to Mrs. Drzewoszewski and Mrs. Sharkey in appreciation of their years of service to the Hampton Board of Education and indicating acknowledgement of their service to the Board of Education via placing their names on the Board of Education plaque which hangs in the foyer of our school. Administrative Principal Jones stated “yes”.

## **Parking Lot Discussion**

- ✓ Mind Program: Robotics (Ages 9-14) approximately \$350.00/Year
- ✓ 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:**

Board of Education Meeting Schedule and Important Notes:

**November 17, 2015 Board Committee Meetings**  
**November 24, 2015 Regular Business Meeting**

## Comments from Public II:

Board Trustee Megan Bruton 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.

There being no items presented for discussion at this time, Board Trustee Megan Bruton moved, seconded by Board Trustee Jennifer Shaner to close the public session at 8:14 pm. This was approved by a unanimous voice vote by all members present.

## **EXECUTIVE SESSION**

Motion by Board Trustee Megan Bruton, seconded by Board Trustee Jennifer Shaner, 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 Legal Matters. It is expected that the discussion undertaken in this closed session can be made public at the time official action is taken.

The motion was made at 8:15 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 Jennifer Shaner, seconded by Board Trustee Megan Bruton, to close executive session at 8:20 pm. The motion was approved by a unanimous roll call vote by all members present.

The Board reconvened in Public Session at 8:21 pm with the following members present:

**Present: Mrs. Bruton, Dr. Gavlick, Dr. Shaner and Mrs. Dilts, President.**

**ADJOURNMENT** - There being no further business to come before the board, Board Trustee Megan Bruton made a motion, seconded by Board Trustee Jennifer Shaner and carried by Unanimous Voice Vote to adjourn the October 27, 2015 Regular Business Meeting of the Hampton Board of Education at 8:21 PM.

Respectfully Submitted,

Christine M. Werner  
Board Secretary