

**HAMPTON BOARD OF EDUCATION
SPECIAL MEETING – BOARD RETREAT
Minutes
April 25, 2015**

Call to Order – Elizabeth Dilts, President –The meeting was called to order by President Dilts at 9:06 a.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 April 16, 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. 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
- Develop a continuing interest in self-improvement in all areas

District Goals for 2014 – 2015

1. Analyze multiple assessments, use the data to drive instructional changes to address the identified areas of student needs
2. To provide professional development for staff on utilization of online assessments including PARCC and utilization of the parent portal
3. Foster and expand collaboration with parents/guardians to fully utilize the data and information available on the parent portal
4. To reduce per pupil costs without sacrificing quality educational opportunities for all students
5. To retain current student enrollment numbers in the district

Board of Education Goals 2014-2015

1. To complete the revisions and updates to the policy manual; conversion to NJSBA system
2. To successfully complete negotiations
3. To engage in on site, in district professional development for the board including the following topics: negotiations, school treasurer –role and responsibilities and in- district orientation for new board members
4. To have Board representation at as many school community events as time/schedules permit

Roll Call – Board Secretary Werner

Present: Darek Merkel
Marielia Gavlick
Jennifer Shaner, Vice President, ESC Representative
Elizabeth Dilts, President

Absent: Megan Bruton, NJSBA and HCSBA Representative

Also Present: Michael Jones, Administrative Principal
Christine M. Werner, Business Administrator/Board Secretary
There were no members of the public present.

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

Board Trustee Jennifer Shaner moved, seconded by Board Trustee Darek Merkel to open the public session at 9:09 a.m. and was approved by a unanimous voice vote by all members present. President Dilts opened the meeting to the public at 9:09 a.m.

There being no items presented for discussion at this time, Board Trustee Jennifer Shaner moved, seconded by Board Trustee Darek Merkel to close the public session at 9:09 a.m. This was approved by a unanimous voice vote by all members present.

Board President's Report – Mrs. Elizabeth Dilts

President Dilts stated that this Board Retreat meeting is meant to have a discussion focused on the “big picture” issues facing our district. Board President Dilts led various discussions and exercises pertaining to the following:

- ✓ Team Building Exercises.
- ✓ Review and discussion of the 2014 Hampton School Survey Data. Board President Dilts stated that the overall community consensus is that HPS is moving in the right direction.
- ✓ Review and discussion of the Iowa Lighthouse Study Focus on Advocacy. The focus of the discussion was placed on the Board of Education's and Administration's communication with the Hampton Borough community in a positive and effective manner.

- ✓ Examination and review of the District Mission Statement and development of a District Vision Statement. Much discussion ensued. The consensus of the Board derived the following District statements:

District Vision Statement:

“Inspiring our community to thrive and engage in a dynamic learning experience.”

District Mission Statement:

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.

- ✓ Advocacy and Communication

Newsletter (annual) to include information such as School and District achievements such as continued reduction of the local tax levy, maximum surplus funds, consistent reduction to the cost per pupil (9th largest reduction in the cost per pupil in the state), additional School Choice Aid revenue increases during the last two years, additional grant awards, etc.; Student achievements i.e. Honor Roll and Awards; Technology achievements; parent portal communications and a variety of HPS programs i.e. music program, Summer programs, afterschool Hampton community computer lab programs/offersings, Hampton community open library programs, Hampton community (Hampton and surrounding communities) library babies program and Hampton Board President’s hours, as well as various other HPS annual events. We continue to increase educational program(s) for students and the community while consistently decreasing the local tax levy to the Hampton Borough resident (2012-2013, 2013-2014 and 2014-2015).

It was noted that the HPS district also continues regular contact with the local community through Facebook, parent/community email blasts, Friday folder and CSA Corner. Discussion ensued. The consensus of the Board of Education was to also implement a community newsletter mailing to provide updates to all Hampton residents. The HBOE Communications Committee (Dr. Gavlick and Mr. Merkel) will develop a School Newsletter (“Hampton Herald” or Hampton Borough Public School Herald”) to be mailed to Hampton Borough residents no later than the end of June (on/about June 30). The newsletter will be annual at first, “State of the School Address” content on 11” x 17” paper, 4 pages in length. The HBOE Communications Committee will begin with content and format and Board Secretary Werner will investigate the cost of printing and mailing the HPS newsletter i.e. via Bulk Mail to the Hampton Borough community.

Much discussion ensued.

Administrative Principal’s Report – Mr. Michael Jones

Administrative Principal Jones had no comment at this time.

Board Secretary's Report – Mrs. Christine M. Werner

Board Secretary Werner had no comment at this time.

Comments from Public II:

Board Trustee Jennifer Shaner moved, seconded by Board Trustee Darek Merkel to open the public session at 11:50 a.m. and was approved by a unanimous voice vote by all members present. President Dilts opened the meeting to the public at 11:50 a.m.

There being no items presented for discussion at this time, Board Trustee Darek Merkel moved, seconded by Board Trustee Jennifer Shaner to close the public session at 11:51 a.m. This was approved by a unanimous voice vote by all members present.

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

**April 28, 2015 - Monthly Board of Education Business Meeting and Budget Hearing
Review CSA Evaluation Compilation Document**

May 19, 2015 – Committee Meetings

May 21, 2015 – Deadline for completing Board of Education Self-Evaluation

**May 26, 2015 – Monthly Board of Education Business Meeting
Finalize CSA Evaluation
Set 2015-2016 Board/District Goals**

A brief discussion ensued.

ADJOURNMENT - There being no further business to come before the board, Board Trustee Jennifer Shaner made a motion, seconded by Board Trustee Darek Merkel and carried by Unanimous Voice Vote to adjourn the April 25, 2015 Special Meeting – Board Retreat of the Hampton Board of Education at 11:56 AM.

Respectfully Submitted,

Christine M. Werner
Board Secretary