

**HAMPTON BOARD OF EDUCATION
COMMITTEE OF THE WHOLE WORK SESSION MEETING
Minutes
January 20, 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 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 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. 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: Megan Bruton, NJSBA and HCSBA Representative
Marielia Gavlick
Darek Merkel
Jennifer Shaner, Vice President, ESC Representative
Elizabeth Dilts, President

Absent: None

Also Present: Michael Jones, Administrative Principal
Christine M. Werner, Business Administrator/Board Secretary
There were three members of the public present.

Board President's Report – Mrs. Elizabeth Dilts

President Dilts discussed the following matters:

1. **Committee Assignments** as per the list that has been distributed.

Board President Dilts noted that the meeting schedule has Committee of the Whole Work Session meetings scheduled in the months of January and February 2015. During March 2015, the monthly Committee meeting schedule will begin.

Board President Dilts stated that she will have Open Office Hours on Wednesday evenings beginning January 28, 2015 from 6:00 p.m. – 7:00 p.m. Administrative Principal Jones stated that he would include this in the Friday email blast and post on the HPS district website.

Board President Dilts stated that she and Mr. Jones meet weekly pertaining to district matters.

2. **Annual Financial Disclosure Forms** - <http://www.state.nj.us/education/ethics/fds/faq.htm>

Board President Dilts stated that the deadline for submitting the Annual Financial Disclosure Forms is April 30. However, in the case of the newly elected Board Members, the deadline for filing the Annual Financial Disclosure Forms is 30 days following the administration of the Oath of Office.

3. **2015 Board Member Mandatory Training** – Board President Dilts requested that Board of Education members advise Board Secretary Werner whether they prefer to attend in-person training or participate in online/webinar training.
 - Elizabeth Dilts: Governance IV
 - Megan Bruton: Governance III
 - Jen Shaner: Governance II
 - Marielia Gavlick: Governance I
 - Darek Merkel: Governance I

4. **Google Board of Education Calendar** maintenance/update assignment – Board President Dilts noted that Mrs. Shaner will be giving the upkeep/maintenance of the Board of Education calendar to Dr. Gavlick and Mr. Merkel, 2015 HBOE Communication Committee members.

Administrative Principal’s Report – Michael Jones

Administrative Principal Jones noted the following:

1. Change in date for HPS Talent Show – from February 17, 2015 to February 18, 2015
2. PARCC University for Grades 3-8 will be held as follows:

Tuesday, January 27, 2015 from 5:00 p.m. – 6:00 p.m.

Thursday, January 29, 2015 from 6:00 p.m. – 7:00 p.m.

Administrative Principal Jones stated that he would include this in the Friday email blast and post on the HPS district website.

3. Hampton Public School’s Frozen Walk will be held on Thursday, January 29, 2015
4. Family Game Night will be held on Thursday, January 29, 2015

Safety Drill Report

	DATE/TIME	EVACUATION TIME
Hampton Public School-Fire Drill	December 1, 2014	1 minute, 9 seconds
Hampton Public School-Weather Drill	December 10, 2014	-

Board Secretary’s Report – Christine M. Werner

The June 30, 2014 CAFR (Audit) Presentation by Mr. Montanino, VM Associates will be held on January 27, 2014 at 7:00 pm.

Administrative Principal Jones read the following resolution:

BE IT RESOLVED, upon recommendation of the Administrative Principal, to approve the following:

**School Board Recognition Month in New Jersey
January 2015**

- WHEREAS,** The New Jersey School Boards Association and the National School Boards Association have declared January 2015 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and
- WHEREAS,** The Hampton Borough Board of Education is one of more than 580 local school boards in New Jersey that sets policies and oversees operations for public school districts; and
- WHEREAS,** New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and
- WHEREAS,** New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and
- WHEREAS,** School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and
- WHEREAS,** Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and
- WHEREAS,** New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it
- RESOLVED,** that the Hampton Borough Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2015 as **SCHOOL BOARD RECOGNITION MONTH**; and be it further
- RESOLVED,** That the Hampton Borough Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

Administrative Principal Jones and Board Secretary Werner "THANKED" all the Board Members for giving their time and their service to the Hampton Elementary School community.

All in Favor.

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

Board Trustee moved Jennifer Shaner, seconded by Board Trustee Megan Bruton to open the public session at 6:47 p.m. and was approved by a unanimous voice vote by all members present. President Bruton opened the meeting to the public at 6:47 p.m.

Sara Mouras (HPS Teacher) stated "Thank You" to the Board of Education for their service and commitment to Hampton Public School.

There being no additional items presented for discussion at this time, Board Trustee Megan Bruton moved, seconded by Board Trustee Darek Merkel to close the public session at 6:48 pm. This was approved by a unanimous voice vote by all members present.

COMMITTEE OF THE WHOLE ACTION RESOLUTIONS

HAMPTON PUBLIC SCHOOL NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM – NJQSAC

Administrative Principal Jones discussed the following:

Overview of NJQSAC. HPS QSAC Team meeting was held today. The HPS QSAC team met to review and score (1 or 0) the the district's performance in terms of the NJ QSAC District Performance Report (DPR). Administrative Principal Jones stated that the district is scored in five categories: Instruction and Program, Finance, Governance, Operations and Personnel. Discussion ensued regarding the processes and procedures that the HPS QSAC team has undertaken and completed to date. Administrative Principal Jones stated that Administration and the District QSAC team will meet with the Hunterdon County Executive Superintendent, Hunterdon County Business Administrator and Hunterdon County Educational Specialist on Monday, February 9, 2015 to undergo the NJDOE QSAC Review. Administrative Principal Jones noted that Hunterdon County Business Administrator Poch has already visited HPS to review the facility checklist / HPS building. Administrative Principal Jones stated that QSAC monitoring provides for accountability – "These are the things the district is doing well/has achieved.", "This is how we can do things better.", "These are the things that we need/need to do.", concluding in the development of a roadmap for the district to achieve 100%. Discussion ensued. At the conclusion of Administrative Principal Jones' overview of QSAC, Mr. Jones requested that the Board of education consider and approve the following resolution:

NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM (NJQSAC)

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

WHEREAS, the Hampton Board of Education, in the County of Hunterdon, is undergoing evaluation under NJ Quality Single Accountability Continuum for the 2014-2015 school year, and

WHEREAS, N.J.A.C. 6A:30-3.2(f) requires participating school district to hold a public meeting to approve the submission of the District Performance Review responses and the Statement of Assurance with respect to this process, and

WHEREAS, the Hampton Board of Education, in the County of Hunterdon, approved the process recommended by the Administrative Principal and NJ QSAC Committee,

NOW THEREFORE BE IT RESOLVED, that the Hampton Board of Education, does hereby authorize the Administrative Principal to submit the District Performance Review and Statement of Assurance to the Commissioner of Education in compliance with the provisions of N.J.A.C. 6A:30-3.2(f).

VOTE : **NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM (NJSAC)
AS PRESENTED.**

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

D. POLICY – Mrs. Dilts and Mrs. Shaner

Motion by Board Trustee Megan Bruton, seconded by Board Trustee Darek Merkel, that resolutions numbered D-1 and D-2 be adopted as presented:

RESOLVED that resolutions number D-1 – D-2 be adopted as presented:

D-1. Revised Policies – Second Reading

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

BYLAW, POLICY AND REGULATION – Revised Policy:

<i>Number</i>	<i>Title</i>
5117	Interdistrict Public School Choice Program

A brief discussion ensued. Board President Dilts indicated that this Policy reiterates NJDOE Statute pertaining to the Interdistrict NJ School Choice Program.

D-2. Recognize and Approve Bi-Annual Harassment, Intimidation and Bullying Report

Recommend the Board recognizes and approves the Harassment, Intimidation and Bullying report as of January 1, 2015, as summarized below in accordance with **Policy #5131.1**:

Incidents Investigated	Confirmed Incidents of HIB
-4-	-3-

VOTE : **POLICY RESOLUTIONS D-1 AND D-2 AS PRESENTED.**

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

Motion by Board Trustee Megan Bruton, seconded by Board Trustee Darek Merkel, that resolutions numbered D-3 – D-4 be ADDENDED and adopted as presented:

D-1. Revised Policies - First Reading

Recommend the Board approve the first reading and adoption of the following revised Policies:

BUSINESS AND NONINSTRUCTIONAL OPERATIONS– Revised Policies:

Policy #	Title	Type
3000/3010	Concepts and Rolse in Business and Noninstructional Operations	Old Policy
3100	Budget Planning, Preparation and Adoption	Old Policy
3160	Transfer of Funds Between Line Items/Amendments/Purchases not Budgeted	Old Policy
3220/3230	State Funds/Federal Funds	Old Policy
3250	Income From Fees, Fines, Charges	Old Policy
3251	Non Payment of Before/After Care Program Fees	Old Policy
3260/3270	Sale and Disposal of Books, Equipment and Supplies/Sale, Licensing and Rental of Property	New Policy
3280	Gifts, Grants and Bequests	Old Policy
3300	Expenditures/Expending Authority	New Policy
3320	Purchasing Procedures	Old Policy
3326	Payment for Goods and Services	Old Policy
3327	Relations with Vendors	Old Policy
3400	Accounts	New Policy
3440	Inventories	Old Policy

Policy #	Title	Type
3450	Money in School Buildings	New Policy
3451	Petty Cash Funds	Old Policy
3453	School Activity Funds	Old Policy
3510	Operation and Maintenance of Plant	Old Policy
3514	Equipment	New Policy
3515	Smoking Prohibition	Old Policy
3515.2	Parking	Old Policy
3516	Safety	Old Policy
3541.1	Transportation Routes and Services	Old Policy
3541.3	Nonschool Use of District Vehicles	Old Policy
3541.32	District-Owned Vehicles	New Policy
3541.33	Transportation Safety	Old Policy
3542	Food Service	Old Policy
3542.1	Local Wellness/Nutrition	New Policy
3542.2	Offer Versus Serve	New Policy
3542.31	Free or Reduced-Price Lunches/Milk	Old Policy
3542.44	Purchasing	Old Policy
3570	District Records and Reports	Old Policy
3570 (R)	Regulation, District Records and Reports	New Policy
3570 (F)	Form, Request for Public Records	New Policy
3571.4	Audit	Old Policy

A brief discussion ensued. Board President Dilts stated that all Board Members should review and feel free to ask questions/provide feedback and recommendations as necessary pertaining to any or all BOE policies listed via email or by calling her at home.

D-2. Revised Policies - First Reading

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

INSTRUCTIONAL AND SUPPORT PERSONNEL – Revised Policies:

Policy #	Title	Type
4111/4211	Recruitment, Selection and Hiring	Old Policy
4111(F)	Form, Verification of Certification	New Form
4111.1/4211.1	Nondiscrimination/Affirmative Action	Old Policy
4112.2	Certification	Old Policy
4112.4/4212.4	Employee Health	Old Policy
4112.6/4212.6	Personnel Records	Old Policy

Policy #	Title	Type
4112.8/4212.8	Nepotism	Old Policy
4113/4213	Assignment; Transfer	Old Policy
4113.1	Permission to Leave School Premises	New Policy
4115	Supervision	Old Policy
4116	Evaluation	Old Policy (Major Revisions)
4116 (R)	Teacher Evaluation	Old Policy (Major Revisions)
4117.4/4217.4	Reduction in Force/Abolishing a Position	Old Policy
4117.41	Nonrenewal	Old Policy
4119.21/4219.21	Conflict of Interest	New Policy
4119.22/4219.22	Conduct and Dress	Old Policy
4119.23/4219.23	Employee Substance Abuse	Old Policy
4119.26	Electronic Communication by School Staff	Old Policy
4121	Substitute Teachers	Old Policy
4122	Student Teachers/Interns	New Policy
4123	Classroom Aides	New Policy
4131/4131.1	Staff Development; Inservice Education/Visitations/Conferences	Old Policy
4138/4238	Nonschool Employment	Old Policy
4138.2	Private Tutoring	New Policy
4144/4244	Insurance/Worker's Compensation	New Policy
4147/4247	Employee Safety	Old Policy
4151/4251	Attendance Patters	Old Policy
4151.1/4251.1	Personal Illness and Injury/Health and Hardship	Old Policy
4151.1(R)/4251.1(R)	Regulation, Sick & Personal Leave	New Policy
4151.2	Family and Medical Leave	New Policy
4151.2(F)/4252.1(F)	Form, Application for Medical Leave	New Policy
4151.2(F2)/4252.1(F2)	Form, Application of Healthcare Provider	New Policy
4151.2(F3)/4252.1(F3)	Form, Medical Certification Statement	New Policy
4215	Supervision	New Policy
4216	Evaluation	New Policy
4222	Noninstructional Aides	Old Policy
4231/4231.1	Staff Development; Inservice Education/Visitations/Conferences	Old Policy

VOTE : **POLICY RESOLUTIONS D-3 AND D-4 AS ADDENDED AND AS PRESENTED.**

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

Facility Request – Mrs. Bruton and Mr. Merkel

Motion by: _____

Seconded by: _____

A-1. Hampton Public School Facility Requests –2014 – 2015

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

Group	Purpose	Date	Time	Fee (As Applicable)
Hampton Priority School Night Program	Game Night for Pre-K-Grade 5 families	January 29, 2015	6:45 p.m. – 8:00 p.m.	N/A Non-Profit HPS Organization
Hampton School Association	Clothing Drive 8 th grade class	March 12, 2015 March 13, 2015 March 16, 2015 March 17, 2015	8:00 a.m. – 6:00 p.m.	N/A Non-Profit HPS Organization
Hampton Woman’s Club	Town Wide Flea Market	June 6, 2015	7:00 a.m. – 4:00 p.m.	N/A Non-Profit Organization

* All dates/times are subject to cancellation in the event of inclement weather by the Administrator in consult with the Board President or Vice President and the Buildings & Grounds Committee Member(s).

Voice Vote: _____ **Ayes:** _____ **Nays:** _____ **Abstentions:** _____

-Head Custodian Report January 2015 – Bob Myers

Attachment

Discussion ensued pertaining to the following:

- ✚ Safety matters – cafeteria table(s) and status of HPS purchase/delivery/installation of new tables (2) which will replace our broken tables that have malfunctioning hydraulics, etc. A brief discussion ensued.
- ✚ HPS Crosswalk between HPS and the HPS playground and fields. It was noted that the Hampton DPW paints the crosswalk between these two areas.
- ✚ Responsible for the negotiations of the Shared Services Agreement between the Hampton Board of Education and the Borough of Hampton.
- ✚ Boilers – Administrative Principal Jones noted that the district has been alternating fuel sources gas / oil to maximize efficiency, monitor energy usage and monitor energy costs. A brief discussion ensued.

OK for Agenda.

B. BUDGET AND FINANCE - Mrs. Shaner and Dr. Gavlick

Board President Dilts stated that the HBOE Budget and Finance Committee meets monthly for the purpose of reviewing monthly bills and attend to budget and finance matters and reports to the Board of Education accordingly, focusing on the financial status of the district, including but not limited to review of the Board Secretary and Treasurer Reports, review of the district’s monthly expenditures (Bills Lists, contractual obligations through purchased services, payroll, food service reports and the like.) and workshops, personnel/professional services contract matters and grants as may be appropriate. President Dilts stated that primarily, the Budget and Finance Committee agenda matters are consistent from month to month in terms of the resolutions that are presented for the Board’s consideration and approval.

B-1. SBA/BS Monthly Certification – NJAC 6:20-2:113

Motion by: _____ Seconded by: _____

Recommend in accordance with NJAC 6:20-2:113 the Board of Education certifies to the best of their knowledge, that no major account or fund has been over expended and that sufficient funds are available to meet the districts financial obligations as of January 27, 2015.

RESOLVED that resolutions numbered B-2 - B-7 be adopted as presented:

B-2. Approval Of AMENDED Application For Course Reimbursement

Recommend the Board approve, upon the recommendation of the Administrative Principal, the following **AMENDED** Application for Course Reimbursement:

Employee	Course	Reimbursement	Line Item Charged
Rebecca Bortman	Course ED 5230 - Developmental Theories for Teaching in Early Childhood and Family Studies	\$300.00/Credit x 3 Credits = <u>\$900.00</u> Per HEA Contract 2012-2015	11-190-100-280-000-000 2014-2015 School Budget Spring 2015

B-3. Approve Intermittant Bills List – December 19, 2014 – December 31, 2014

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

Fund	Total
Fund 10 – Current Expense	
Fund 20 – Special Revenue	
Fund 30 – Capital Outlay	
Fund 40 – Debt Service	
Fund 50 – Food Service	
Fund 60 – Aftercare Enterprise	
Grand Total:	

B-4. Approve Monthly Bills List – January 27, 2015

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

Fund	Total
Fund 10 – Current Expense	
Fund 20 – Special Revenue	
Fund 30 – Capital Outlay	
Fund 40 – Debt Service	
Fund 50 – Food Service	
Fund 60 – Aftercare Enterprise	
Grand Total:	

B-5. Approval Semi-Monthly Payrolls – December 23, 2014 and January 15, 2015

Recommend the Board confirms the approval of the payrolls for December 23, 2014 in the amount of \$. and January 15, 2015 in the amount of \$.

B-6. Approval of Board Secretary and Treasurer’s Monthly Financial Reports –

Recommend the Board accepts the financial Reports of the School Business Administrator/Board Secretary for the month of _____ and after the review of the Secretary's monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C.6A:23-2.11 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

B-7. Approval Maschio’s Food Service Report – December 2014

Recommend the Board accept/approve Maschio’s Food Service Income Statement report for the month of December 2014, which shows a monthly profit of \$ _____ and a year-to-date income profit of \$ _____.

OK for Agenda.

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

Board President Dilts stated that the HBOE Personnel and Negotiations Committee meets monthly to discuss matters pertaining to HPS personnel (i.e. staffing matters, new vacancies, new hires, resignations, workshop and graduate course approvals, salary changes, etc.) and negotiations matters, particularly for the purpose of HEA contract negotiations which is upcoming. A brief discussion ensued. Board President Dilts also stated that Board Members may abstain from any resolution should they desire to do so or if there is a reason to do so. i.e.

the Agenda resolution pertaining to Mrs. Dilts' and Mrs. Shaner's attendance at the NJSBA Leadership Workshop as listed in resolution C-1.

Motion by: _____

Seconded by: _____

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

C-1. Approval of Professional Workshops

Date	Personnel	Subject	Estimated Cost
2/3/15	Mrs. Dignazio	Improving Instruction and Success on PARCC Assessments	\$149.00 NCLB Title IIA Mileage (102 miles x .31 = \$31.62) Total = \$180.62
2/7/15	Mrs. Dilts	NJSBA Leadership Conference	\$200.00 11-000-230-895-000
2/7/15	Mrs. Shaner	NJSBA Leadership Conference	\$200.00 11-000-230-895-000
2/23/15	Mrs. Marookian	Conference for New Jersey Pre-Kindergarten	\$242.00 (1 day registration cost) NCLB Title IIA Mileage (283 miles x .31=\$87.73) Total = \$329.73
2/23/15	Mrs. Rush	Conference for New Jersey Pre-Kindergarten	\$242.00 (1 day registration cost) NCLB Title IIA (Mileage cost declined)

OK for Agenda.

D. POLICY – Mrs. Dilts and Mrs. Shaner

Board President Dilts stated that much work has been completed with regard to rewriting the Hampton Board of Education Policy manual. A brief discussion ensued. Board President Dilts stated that, in the future, the Board of Education will attend to reviewing and revamping (updating) Board Policy as may be necessary. Board President Dilts noted that the 3000 and 4000 series represents the final Board policies to be revised. The Board of Education's efforts to complete the revisions and updates to the policy manual and conversion of the BOE Policy to the NJSBA system is a Board Goal which is now completed. This is quite an accomplishment and will help to keep the Board of Education on track with accomplishing all of the Board Goals.

Board Goals Committee

Board President Dilts stated that in an effort to keep the Board of Education on track with accomplishing all of the Board Goals, she recommended a Board form a committee (veteran BOE member and newby BOE member) that will be proactive in streamlining the process of monitoring the BOE's progress so we can clearly see how we are doing in accomplishing the Board Goals. Board President Dilts stated that this committee would provide an intermittent report/update to the full Board of Education for this purpose. A brief discussion ensued. Board

President Dilts recommended that Board Goals Status be added to the Agenda under the President's Report to allow the Board Goals committee to report progress and updates to the Board of Education as appropriate.

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

Board President Dilts stated that the HBOE Curriculum and Technology Committee meets as needed to discuss curriculum and technology matters pertaining to our school. In fact, Board President Dilts stated that Administrative Principal Jones will be providing a copy of the HPS 21st Century Curriculum for review and approval of the Board of Education. In fact, Board President Dilts stated that this will be an organic process going forward. A brief discussion ensued. Administrative Principal Jones stated that both Mrs. Flynn and Ms. Mouras had developed and completed the district's 21st Century Curriculum which is aligned to the updated standards. Ms. Mouras stated that this curriculum included areas of study such as Careers and Personal Finance, etc. and this curriculum's standards would be provided to our students primarily during the enrichment period. Ms. Mouras continued to explain that there is a challenge in presenting this curriculum to children (grades K-2) in a truly meaningful way being that young children are not focused on future career choices, however, they do oftentimes say they would like to be a teacher, nurse, fireman, policeman and other types of work careers that they see in relation to their parents/guardians/other role models or mass media/tv/computers, etc. A brief discussion ensued. Administrative Principal Jones thanked Ms. Mouras for her overview and stated that a copy of the curriculum will be provided to all Board members for their review in anticipation for their consideration and approval of same next week.

F. COMMUNICATION – Mr. Merkel and Dr. Gavlick

Board President Dilts stated that the HBOE Communication Committee has been fairly good in terms of communicating information from the Board of Education to HPS Parents (i.e. Superintendent's Corner, Friday email blasts via the Administrative Principal's Office, as well as Mrs. Drzewoszewski's Hampton Community email list developed by the HSA), however, there is a weak link in the success of the Board of Education's communication with the Hampton community at large. A brief discussion ensued. Board President Dilts stated that the Board should consider and develop fresher ideas/newer methods of communicating with the Hampton Community at large. Discussion ensued regarding better communication methods with regard to the Hampton community at large including, but not limited to the town wide newsletter (Hampton Junction) and perhaps updating the district's website. Board President Dilts stated that she supported updating the District website.

CSA Corner – Administrative Principal Jones briefly discussed the CSA Corner.

Board Trustee Megan Bruton stated that she would like to make all Board of Education Policies accessible to the Board of Education members and the public. Discussion ensued regarding posting the Board of Education Policies on line on the district's website. Board President Dilts stated that following NJSBA's review of the district's policies (conversion to the NJSBA system), Administration will print Policy Books for BOE members or upload the policies to USB drives, as well as, post all Board of Education online on the district's website. A brief discussion ensued.

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: 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)
- ✓ **Unused Playground Grant Funds - \$600.00 – A brief discussion ensued pertaining to the purchase of woodchips for the HPS playground with the remaining grant funds. Board President Dilts stated that perhaps assistance in spreading the wood chips (raking) in the playground area might be provided from the Hampton community as a community service project.**
- ✓ Dash Board

Board Trustee Megan Bruton stated that as the Hampton Board of Education Hunterdon County Legislative Representative (meets Tuesday afternoon 1x/month) and as the Hampton Board of Education School Board's Association Representative (meets Tuesday evening 1x/month), she wanted to note that she did not feel her schedule would provide her with the flexibility and availability to attend all of the meetings as noted. A brief discussion ensued. Board President Dilts stated that due to the fact that Board Trustee Bruton had already developed a working relationship with NJSBA Representative Gwen Thornton, that serving as the Hampton Board of Education representative to these associations was a natural choice. Board President Dilts noted that while Board Trustee Bruton might have scheduling flexibility and availability difficulties, that she would not and should not feel that she is required to attend all meetings. A brief discussion ensued.

Board President Dilts noted the following:

Board of Education Meeting Schedule:

January 27, 2015 Regular Business Meeting
February 17, 2015 Committee of the Whole Work Session
February 24, 2015 Regular Business Meeting

Comments from Public II:

Board Trustee moved Megan Bruton, seconded by Board Trustee Darek Merkel to open the public session at 8:00 p.m. and was approved by a unanimous voice vote by all members present. President Dilts opened the meeting to the public at 8:01 p.m.

Ms. Ruth Ann Dalrymple (HPS Teacher) commented that the QSAC monitoring had been a good experience and process for the district's QSAC team and staff as we have all learned from the experience. Ms. Dalrymple stated that the HPS Administration and staff strives to insure that our district is successful!

There being no additional items presented for discussion at this time, Board Trustee Megan Bruton moved, seconded by Board Trustee Jennifer Shaner to close the public session at 8:02 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 and Negotiations which are attorney –client privileged. 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 8:03 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 8:40 pm. The motion was approved by a unanimous voice vote by all members present.

Motion by Board Trustee Megan Bruton, seconded by Board Trustee Jennifer Shaner, that resolution numbered C-2 be ADDENDED and adopted as presented:

RESOLVED that resolution numbered C-2 be adopted as presented:

C-2. Approve Settlement Agreement with Employee #91902

Recommend the Board approves, upon the recommendation of the Administrative Principal, the settlement agreement with Employee #91902 as presented.

VOTE : **PERSONNEL AND NEGOTIATIONS RESOLUTION C-2 AS PRESENTED.**

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

NAYS: **None**

ABSTENTIONS: **None**

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 January 20, 2015 Committee of the Whole Work Session Meeting of the Hampton Board of Education at 8:41 PM.

Respectfully Submitted,

Christine M. Werner
Board Secretary