

**HAMPTON BOARD OF EDUCATION
MONTHLY BUSINESS MEETING
Minutes
June 30, 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 2014 – 2015 was read into the minutes by President Dilts:

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
There were eight (8) members of the public present.

Sustainable Jersey Schools Program

President Dilts stated that this evening's regular order of business per the meeting Agenda be temporarily suspended in order to allow for a short presentation from Mr. Nathan Charron, Sustainable Schools and Ryan Fisher, HART regarding the Sustainable Jersey Schools program which is a certification program for New Jersey public schools that want to go green, conserve resources and take steps to create a brighter future. Mr. Charron and Mr. Fisher provided an overview of the Sustainable Jersey schools program; actions for schools to be completed for certification and the Sustainable Jersey Schools program certification benefits for school districts (Actions = Points = Certification for School Districts.) Discussion ensued regarding grant funds made available to participating districts, particularly with regard to the recent application submitted by Mr. Jones which is being put forth this evening for consideration and approval for submission of same. Mr. Jones thanked both gentlemen for the presentation and discussion this evening and President Dilts reiterated the Board of Education's appreciation for their efforts in working with Hampton Public School District. Mr. Charron and Mr. Fisher stated that HPS students will be provided with a breakfast in August to celebrate the accomplishments achieved with regard to this program. Mr. Jones again thanked both gentlemen for their assistance with regard to this program. Mr. Charron and Mr. Fischer left the meeting at 6:42 p.m.

2015-2016 Annual Board Self-Evaluation and Goal Setting Workshop Ms. Gwen Thornton, NJ School Boards Representative

Ms. Thornton began the Board Retreat by reviewing the Board's 2014-2015 Self Evaluation including the following categories: Planning, Policy, Student Achievement, Finance, Board Operation, Board Performance, Board/Superintendent Relationships, Board/Staff Relationships and Board and Community. Ms. Thornton then continued the discussion with the Board to identify those areas that present the greatest challenge for the Board and the District.

Following a brief discussion on the district's progress, the accomplishments of the district and its challenges, the Board of Education identified strengths and opportunities for growth, challenges and solutions and agreed upon the following District and Board of Education Goals for the 2015-2016 school year:

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 stateholders

Next steps . . .

Ms. Thornton then stated that the next step in the goal-setting process is for the Superintendent to develop an action plan (strategies) for each district goal. The Board also needs to develop a Professional Development Improvement Plan for Board goals. Ms. Thornton stated that the District and Board goals should be formally approved and the action plans should be formally accepted at a future board of education meeting (Aug./Sept.) Dates for periodic updates on progress toward achievement of these goals (both District and Board of Education) should be established. The final step will be evaluating the Superintendent on progress toward achievement of the district goals.

President Dilts thanked Mrs. Thornton for her presentation and efforts in assisting the Board of Education and Mr. Jones in developing 2015-2016 District Goals and Board Goals. All Board trustees reiterated their appreciation for Mrs. Thornton's assistance this evening. Mrs. Thornton indicated that her efforts this evening was her pleasure! Mrs. Thornton left the meeting at 7:04 p.m.

Minutes Approval

Board Trustee Megan Bruton moved the following resolution:

Recommend the Board approve the minutes of the following meetings:

Date	Meeting
May 27, 2015	Regular Business Meeting Executive Session
June 8, 2015	Special Meeting Executive Session

The motion was seconded by Board Trustee Darek Merkel and was approved by a majority voice vote of all of the members present. Board Trustee Megan Bruton abstained with regard to the minutes of May 27, 2015 due to her absence from the meeting.

Communications

Board Trustee Megan Bruton moved the following resolution:

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

Sender	Subject	Distribution
HEA – Negotiations Team	Status Hampton Education Association 2015-2018 Agreement Status - Ratification	Mr.Micheal Jones, Administrative Principal Mrs. Elizabeth Dilts, Board President Members, Hampton Board of Education
American Heart Association	Thank You for Participation in Jump Rope for Heart Program – Ms. Kelly Evans	Mr.Micheal Jones, Administrative Principal Mrs. Elizabeth Dilts, Board President Members, Hampton Board of Education
NJ Department of Education Mr. Juan Torres, Hunterdon Conty Executive Superintendent	Approval Business Adminsitrator’s Contract	Mr.Micheal Jones, Administrative Principal Mrs. Elizabeth Dilts, Board President Members, Hampton Board of Education

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

Board President’s Report – Mrs. Elizabeth Dilts

Haberman Settlement Matter - President Dilts provided an update regarding the Haberman matter. Discussion ensued.

Administrative Principal’s Report – Mr. Michael Jones

Administrative Principal Jones discussed the following matters:

Safety Drill Report

	DATE/TIME	EVACUATION TIME
Hampton Public School – Weather Drill	06/01/15	-
Hampton Public School – Fire Drill	06/03/15	59 seconds

1. American Heart Association letter to Mrs. Evans and recognition of same. A brief discussion ensued.
2. Sustainable Jersey Schools grant and “Thank You” to Mr. Charron and Mr. Fisher for assistance pertaining to developing and submitting our grant.
3. Thank you to Board Trustee Darek Merkel and Board Trustee Marielia Gavlick for their efforts in our Hampton Public School Herald - June 30, 2015 Edition. Administrative Principal Jones thanked all Board of Education Trustees for their collaboration and contribution/articles contained therein.
4. Thank you to HPS Staff for their efforts in insuring the first HPS “Fun Day” Event was a great event for all. Administrative Principal Jones stated that the event was fun for the whole community and is expected to be continued next year.
5. Administrative Principal Jones noted that the Raiders Drum and Bugle Corps will be utilizing the HPS fields and fun a clinic for any participants (9 years old +) who would like to participate on Wednesday, July 1, 2015. Administrative Principal Joones stated that the Raiders Drum and Bugle Corps will perform in the early evening on July 1, 2015 – All are welcome! Administrative Principal Jones thanked HPS staff for their help in preparing for the arrival of the Raiders Drum and Bugle Corps.
6. Mr. Grossman (HPS Teacher) also noted the upcoming July Movie Night event.

7. Violence and Vandalism Community Report (verbal report) - Administrative Principal Jones.

Motion by Board Trustee Megan Bruton, seconded by Board Trustee Jennifer Shaner, 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 June 30, 2015, as summarized below:

Incidents Investigated	Confirmed Incidents of HIB
-1-	-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.

Board Secretary's Report – Christine M. Werner

There was no Board Secretary's report this evening.

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

Board Trustee Megan Bruton moved, seconded by Board Trustee Jennifer Shaner to open the public session at 7:17 p.m. and was approved by a unanimous voice vote by all members present. President Dilts opened the meeting to the public at 7:17 p.m.

There being no items presented for discussion at this time, Board Trustee Jennifer Shaner moved, seconded by Board Trustee Marielia Gavlick to close the public session at 7:18 p.m. This was approved by a unanimous voice vote by all members present.

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

RATIFY AGREEMENT BETWEEN HAMPTON EDUCATION ASSOCIATION AND HAMPTON BOARD OF EDUCATION AND ASSOCIATED SALARY GUIDES FOR PERIOD JULY 1, 2015 – JUNE 30, 2018

Recommend the Board ratifies the Contractual Agreement and proposed salary guides between the Hampton Board of Education and the Hampton Education Association for the period July 1, 2015 – June 30, 2018.

A brief discussion ensued. President Dilts stated that the HEA negotiations were very productive and respectful and she THANKED the HEA and HBOE Negotiations Committee for all of their efforts in successfully concluding contract negotiations. President Dilts thanked the BOE, HPS staff and Mr. Jones/Mrs. Werner for all of their support. HEA President Grossman stated that he would also like to recognize the productiveness of HEA/HBOE contract negotiations and stated that the HEA ratified the 2015-2018 Hampton Education Association Contract with 100% support. HEA President Grossman stated that the HPS staff morale is very high! HEA President Grossman THANKED the Board of Education for their efforts and continued support!

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

EXECUTIVE SESSION

Motion by Board Trustee Jennifer Shaner, seconded by Board Trustee Darek Merkel, 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 personnel matters, legal matters, contracts 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 7:22 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 Darek Merkel, seconded by Board Trustee Jennifer Shaner, to close executive session at 7:29 pm. The motion was approved by a unanimous roll call vote by all members present.

The Board reconvened in Public Session at 7:29 pm with the following members present:

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

Committee Reports

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

Note: June 20, 2015 Building and Grounds Committee Meeting Minutes included in Board shared folder.

Facility Request –

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

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

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

Applicant	Purpose	Date	Time	Fee (if applicable)
Delano Bonner	Use of HPS Field – Band Practice	July 1, 2015	8:00 AM – 10:00 PM	\$350.00/HPS Field In Accordance with Board of Education Policy #1330 - non-profit organization Negotiated Fee

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

Motion A-1 was approved by a unanimous voice vote of all members present.

Motion by Board Trustee Megan Bruton, seconded by Board Trustee Darek Merkel, that resolution numbered A-2 be adopted as presented:

A-2. Approval of 2015-2016 Shared Services Agreement – Hampton Board of Education and Hampton Borough

Recommend the Board accept/approve the Shared Services Agreement with Hampton Borough for the 2015-2016 School Year as attached.

VOTE : BUILDINGS AND GROUNDS RESOLUTION A-2 AS PRESENTED.

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

NAYS: None

ABSTENTIONS: Dr. Shaner

-Head Custodian Report June 2015 – Bob Myers

Attachment

Board Trustee Megan Bruton noted that the Buildings and Grounds Committee has been discussing rental opportunities pertaining to the HPS fields and will have its first opportunity to do so this week. Board Trustee Megan Bruton stated that much effort is being made (Administration and HPS staff) to ready HPS fields for Fall opportunities. Administrative Principal Jones stated that the Buildings and Grounds committee has done much work (B&G Committee focus, volunteerism i.e. Field Clean-up efforts, etc.) to improve our facilities. Discussion ensued. President Dilts stated that the Buildings and Grounds Committee has done great work, including their efforts regarding the 2015-2016 Shared Services Agreement (HBOE and Hampton Borough), etc. noting that she wanted to recognize their efforts and accomplishments.

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

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

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

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 June 30, 2015.

VOTE : BUDGET AND FINANCE RESOLUTION B-1 AS PRESENTED.

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

NAYS: None

ABSTENTIONS: None

Motion by Board Trustee Megan Bruton, seconded by Board Trustee Jennifer Shaner, that resolutions numbered B-2 – B-4 be adopted as presented:

RESOLVED that resolutions numbered B-2 - B-24 be adopted as presented:

B-2. Approval of Board Secretary Report and Treasurer’s Report – January 31, 2015

Recommend the Board accepts the financial Reports of the School Business Administrator/Board Secretary for the month of January 31, 2015 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-3. Approval Board Secretary Report and Treasurer’s Report – February 28, 2015

Recommend the Board accepts the financial Reports of the School Business Administrator/Board Secretary for the month of February 28, 2015 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-4. Approval Board Secretary Report and Treasurer’s Report – March 31, 2015

Recommend the Board accepts the financial Reports of the School Business Administrator/Board Secretary for the month of March 31, 2015 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-5. Approval Board Secretary Report and Treasurer’s Report – April 30, 2015

Recommend the Board accepts the financial Reports of the School Business Administrator/Board Secretary for the month of April 30, 2015 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-6. Approve Monthly Bills List – June 30, 2015

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

Fund	Total
Fund 10 – Current Expense	\$362,549.61
Fund 20 – Special Revenue	\$ 19,654.58
Fund 30 – Capital Outlay	-0-
Fund 40 – Debt Service	-0-
Fund 50 – Food Service	\$ 7,246.12
Fund 60 – Aftercare Enterprise	\$ 1,429.00
Grand Total:	\$390,879.31

B-7. Authorize Business Administrator to Pay Bills through June 30, 2015 – Additional Bills List

Recommend the Board authorize the Business Administrator to pay ADDITIONAL bills through June 30, 2015 to close the 2014-2015 school year and that which shall be post-approved at the next meeting of the Hampton Board of Education.

B-8. Approval Monthly Payrolls – May 29, 2015, June 15, 2015, June 18, 2015 and June 26, 2015.

Recommend the Board confirms the approval of the payrolls for May 29, 2015 in the amount of \$83,112.61, June 15, 2015 in the amount of \$87,519.13, June 18, 2015 in the amopunt of \$80,008.19 and MayJune 26, 2015 in the amount of \$8,130.32.

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

Recommend the Board accept/approve Maschio’s Food Service Income Statement report for the month of May 2015, which shows a monthly profit of \$1,452.29 and a year-to-date income profit of \$14,296.15.

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

Recommend the Board approves the 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) GUARANTEE NO COST/BREAKEVEN

Maschio’s guarantees a no cost or breakeven food service operation, including the management fee. In the event that program costs exceed total revenues (from all sources), Maschio’s shall be responsible for any losses (shortfalls) incurred with the conditions as outlined in the Addendum Agreement.

B-11. Approval of HPS District Breakfast and Lunch Prices for the 2015-2016 School Year

Recommend the Board approves the following district Breakfast and Lunch prices for the 2015-2016 school year consistent with the guidelines established by the U.S. Department of Agriculture, Bureau of Child Nutrition:

	Free	Reduced	Student Cost	Adult Cost
Breakfast	0	\$.30	\$1.25	\$1.75
Lunch	0	\$.40	\$2.75	\$3.25

B-12. Approval of HPS PreK (Ages 3 & 4) Program and Tuition Rates 2015-2016 School Year

Recommend the Board approve the following PreK programs and tuition rates for the district for the 2015-2016 School Year:

- Preschool Part Time – August 26, 2015 – June 18, 2016* \$200.00/month = \$2,000.00/Year
- Preschool Full Time – August 26, 2015 – June 18, 2016* \$310.00/month = \$3,100.00/Year
- Preschool Full Time – August 26, 2015 – June 18, 2016 (Non-Resident)* \$450.00/month = \$4,500/Year

and that which shall be billed monthly exclusive of PSD children enrolled in this program.

Note: * Tentative Last Day of School
2015-2016 Preschol Tuition increase = 15% (P/T), 7% (F/T) and 10% (F/T Non-Resident).

B-13. Approval of Continuance of Before/After Care Program for the 2015-2016 School Year

Recommend the Board approve the continuance of Before/After Care Program to commence on or about August 28, 2015 through June 18, 2016, to operate at no cost to the Hampton Board of Education from 7:45 am – 8:30 am and 3:00 pm – 6:00 pm daily Monday- Friday and Thursday 2:00 pm – 6:00 pm (when school is in session); to be operated in accordance with Hampton Board of Education Policies and Hampton Public School rules and regulations; and to be staffed with current Hampton Public School certificated and non-certificated personnel; and in accordance with the New Jersey State regulations governing “after care” provisions.

B-14. Approval of Hampton Borough Public School’s Participation in the NORWESCAP to Provide Financial Assistance to Qualified Families for Before Care and After Care Services the 2015-2016 School Year

Recommend the Board approve the HPS district’s participation in the NORWESCAP program to provide financial assistance for qualified participants (family/children) for Before Care and After Care Services for the 2015-2016 school year.

B-15. Approval of Collaboration Agreement between the NORWESCAP Head Start and Hampton Borough Public School for the 2015-2016 School Year

Recommend the Board approve the Collaboration Agreement between the NORWESCAP Head Start and Hampton Borough Public School for the 2015-2016 school year.

B-16. Approve NJ Provider Equipment Agreement Between Xerox State and Local Solutions, Inc. NORWESCAP to Provide an Automated e-Care Child Care System for Head Start and After Care Services with Hampton Borough Public School for the 2015-2016 School Year

Recommend the Board approve the NJ Provider Equipment Agreement with Xerox State and Local Solutions, Inc. to provided an automated e-Care Child Care System which provides timekeeping and recording of attendance of State authorized child care attendees as well as to provide the State’s reimbursement for the subsidized attendees to child care providers for the 2015-2016 school year.

Note: Xerox State and Local Solutions / Norwescap provides for payments made on behalf of children who attend the district’s aftercare program and whose tuition is eligible for a subsidy payment through the State of New Jersey. It will be at no cost to the district.

B-17. Approval of Hampton Board of Education Standard Operating Procedures Manual

Recommend the Board approves the Hampton Board of Education Standard Operating Procedures Manual as recommended by the Administrative Principal and School Business Administrator as presented.

B-18. Approval of Renewal of Employee Dental Plan – 2015-2016

Recommend the Board approves the renewal of the Employee Dental Plan for the 2015-2016 School Year through Horizon Healthcare Services, Inc. administered through Brown and Brown Benefit Advisors reflecting a 0% increase to the 2014-2015 rates as follows:

Single: \$76.16

2 Adults/P & C: \$192.22

Family: \$192.22

B-19. Approval of Renewal of Employee Vision Plan – 2015-2016

Recommend the Board approves the renewal of the Employee Vision Plan for the 2015-2016 School Year through National Vision Administrators, LLC administered through Brown and Brown Benefit Advisors reflecting a 0% increase to the 2014-2015 rates as follows:

Single: \$5.23

2 Adults: \$9.41

P & C: \$8.37

Family: \$13.60

B-20. Approval of Participation in the Hunterdon County Educational Services Commission Cooperative Pricing Program for the 2015-2016 School Year

Recommend the Board authorizes the Hampton Borough Public School to participate in the Hunterdon County Educational Services Commission’s voluntary Cooperative Pricing program for the 2015-2016 school year as recommended by the Administrative Principal and School Business Administrator.

Note: This is at no cost to the District.

B-21. Approval of Participation in the Middlesex County Educational Services Commission Cooperative Pricing Program for the 2015-2016 School Year

BE IT RESOLVED by the Hampton Board of Education that the Board, upon the recommendation of the Administrative Principal and the Business Administrator, approves the following resolution:

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Middlesex Regional Educational Services Commission, hereinafter referred to as the “Lead Agency” has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on July 17, 2012, the governing body of the Hampton Board of Education, County of Hunterdon, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW THEREFORE BE IT RESOLVED as follows:

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Hampton Board of Education;

Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the School Business Administrator/Board Secretary is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law* (N.J.S.A. 40A11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

Note: This is at no cost to the District.

B-22. Acknowledgement of Health Benefits Waiver Payments to Employees Per N.J.S.A. 52:14-17.46.11 and Per Hampton Education Association Contract 2015-2016

Recommend the Board approves the following resolution:

WHEREAS, N.J.S.A. 52:14-17.31a, in conjunction with N.J.S.A.52:14-17.46.11, permits employers participating in the School Employess Health Benefits Program to unilaterally establish an amount to be paid to employees who agree to waive their health benefits coverage in exchange for a cash payment; and

WHEREAS, the Board has decided that it would be beneficial for both the Board and its employees to offer this incentive to all of its employees; and

NOW THEREFORE BE IT RESOLVED, that during the 2015-2016 school year, the cash incentive for each employee to waive his/her medical insurance shall receive 25% of the amount saved by the Board of Education or the established rates as per the HEA Agreement 2015-2018 as follows:

Single, \$2,146 Husband/Wife, \$4,292 Family, \$5,000 Parent/Child, \$3,176

which amounts are consistent with the limitations imposed by N.J.S.A. 52:14-17.31a(c); and

BE IT FURTHER RESOLVED that the amount saved by the Board of Education is the premium due for the employee's coverage minust the contribution the employee would have made if he or she did not waiver coverage, currently a specified percentage of the cost of coverage for health care benefits for the employee's salary range, but not less than 1.5% of the employee's annual base salary, as required by N.J.S.A. 18A:16-17, as may be amended by the legislature; and

BE IT FURTHER RESOLVED that uf an emplyee does not waive his/her coverage for an entire year, he/she shall receive a prorated amount of money based on the number of months for which he/she waived their medical coverage.

BE IT FURTHER RESOLVED that employees shall receive the medical insurance waiver payment on June 30 of the school year in which coverage is waived.

B-23. Approval of Joint Transportation Agreement with Lebanon Township Schools 2015-2016 SY

Recommend the Board approves the 2015-2016 Joint Transportation Agreement with Lebanon Township School District for five Choice School students in the amount of \$4,325.00 as recommended by the Administrative Principal and School Business Administrator as attached.

**Note: Annual Contract amount is calculated as follows 5 Students @ \$865.00/student.
2015-2016 AIL payment is calculated at \$884.00/Student = savings of \$19.00/student.**

Note: This joint transportation agreement cost per pupil is less than the aid in lieu threshold of \$884.00 allowable for the 2015-2016 School Year. Under NJDOE Regulations, Administration recommends that the Board of Education approve said agreement.

B-24. Approve Deposit of Unanticipated Current Expense Funds to Capital Reserve Account and Transfer of Funds

WHEREAS NJSA 18A:21-2, NJSA 18A:7G-31 and NJSA 18A:7F-41 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end; and

WHEREAS the aforementioned statutes authorize procedures under the authority of the Commissioner of Education which permits a Board of Education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by the Board resolution; and

NOW THEREFORE BE IT RESOLVED that the Hampton Board of Education hereby authorizes a deposit to the district's Capital Reserve account and authorizes the School Business Administrator to transfer \$75,000 into the Emergency Reserve account consistent with all applicable laws and regulations.

VOTE : BUDGET AND FINANCE RESOLUTIONS B-2 – B-24 AS PRESENTED.

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

NAYS: None

ABSTENTIONS: None

Motion by Board Trustee Megan Bruton, seconded by Board Trustee Jennifer Shaner, that resolutions numbered B-25 – B-27 be **ADDENDED and adopted as presented:**

RESOLVED that resolutions number B-25 – B-27 be **ADDENDED** and adopted as presented:

B-25. Approve Contract with J&B Therapy, Inc. 2015-2016 School Year

Recommend the Board, upon the recommendation of the Administrative Principal, approve the contract with J and B Therapy, Inc., to provide Occupational Therapy services, Physical Therapy services and Speech Therapy services for the Hampton Borough School District for 2015-2016 school year at the following fee schedule (as noted in the Professional Services contract):

July 1, 2015 – June 30, 2016

<u>Professional Service</u>	<u>Rate</u>
School Based Physical Therapy – In District	\$81.00/per hour
School Based Occupational Therapy - In District	\$81.00/per hour
School Based Speech Therapy - In District	\$79.00/per hour
Evaluations	\$325.00/Evaluation

B-26. Approve Monthly Bills List – June 30, 2015 – Food Service

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

Fund	Total
Fund 10 – Current Expense	-0-
Fund 20 – Special Revenue	-0-
Fund 30 – Capital Outlay	-0-
Fund 40 – Debt Service	-0-
Fund 50 – Food Service	\$1,399.09
Fund 60 – Aftercare Enterprise	-0-
Grand Total:	\$1,399.09

B-27. Approval Maschio’s Food Service Report – June 2015

Recommend the Board accept/approve Maschio’s Food Service Income Statement report for the month of June 2015, which shows a monthly profit of \$766.76 and a year-to-date income profit of \$15,062.91.

All in favor.

VOTE : BUDGET AND FINANCE RESOLUTIONS B-25 – B-27 AS **ADDENDED** AND 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 Mrs. Shaner

Note: June 23, 2015 Personnel and Negotiations Committee Meeting Minutes included in Board shared folder.

Motion by Board Trustee Jennifer Shaner, seconded by Board Trustee Darek Merkel, that resolutions numbered C-1 – C-9 be adopted as presented:

RESOLVED that resolutions numbered C-1 - C-9 be adopted as presented:

C-1. Approve of Professional Workshops

Recommend the Board approves, upon the recommendation of the Administrative Principal, the following professional workshops.

Date	Employee	Subject	Estimated Cost
6/25/15 (Retroactive Approval)	R. Dalrymple	Technology Standards Workshop Hunterdon Central Regional High School Flemington, NJ	<i>Conference Registration Cost:</i> \$ 0.00 <i>Substitute Expense:</i> \$ 0.00 <i>Mileage Expense:</i> \$ 0.00 Total: FREE

C-2. Approval of Substitute Teachers – 2015-2016 School Year

Recommend the Board approves, upon the recommendation of the Administrative Principal, the following substitute teacher(s) and substitute nurse(s)* as listed:

Michelle Allen	Sherry Baranek	Lynn Oxley*
Theresa BiFano	Nike Brandner*	Jane Brown
Barbara Fuentes	Heather Hanson	Julie Hensler
Nancy Knight	Linda Williams	

Note: Astericked personnel are Substitute Nurse(s).

Motion by Board Trustee Jennifer Shaner, seconded by Board Trustee Darek Merkel, that resolution numbered C-2 be **AMENDED and adopted as presented:**

C-2. Approval of Substitute Teachers – 2015-2016 School Year

Recommend the Board approves, upon the recommendation of the Administrative Principal, the following substitute teacher(s) and substitute nurse(s)* as listed:

Michelle Allen	Sherry Baranek	Lynn Oxley*
Theresa BiFano	Nike Brandner*	Jane Brown
Barbara Fuentes	Heather Hanson	Julie Hensler
Nancy Knight	Linda Williams	Cynthia Arancio*
	David Lance	

Note: Astericked personnel are Substitute Nurse(s).

All In favor.

C-3. Approval of Substitute Teacher – 2015-2016 School Year

Recommend the Board approves, upon the recommendation of the Administrative Principal, the following substitute teacher.

Substitute Teacher	Certification/Credentials	Criminal Background Check Status
Jesica Olmos	Substitute Certificaiton	Completed criminal background check

C-4. Approval of Student Teacher Assignment – August 27, 2015 – December 15, 2015

Recommend the Board approves, upon the recommendation of the Administrative Principal, the placement of Bridget Hart, from Centenary College as a student teacher assigned with Mrs. Linnen and Ms. Mouras, beginning August 27, 2015 – December 15, 2015.

Note: Ms. Hart has completed her criminal background check.

C-5. Appointment of Lunch Service Personnel – Ms. Nancy Ross – 2015-2016 School Year

Recommend, the Board appoint Ms. Nancy Ross as Lunch Service Personnel for the period August 26, 2014 – June 13, 2016* at an hourly salary rate of \$12.75 per hour, not to exceed 25 hours per week.

Note: *Tentative Last Day for Lunch Program for Students.

C-6. Approval Of Application For Course Reimbursement

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

Employee	Course	Reimbursement	Line Item Charged
Rebecca Bortman	5100-01 – Language & Ready Thought in Young Children – Theory & Practice	\$300.00/Credit x 3 Credits = <u>\$900.00</u> Per HEA Contract 2015-2018	11-190-100-280-000-000 2015-2016 School Budget Fall 2015

C-7. Appoint Sara Courtney Scherer as P/T School Psychologist (.2 FTE) 2015-2016 SY

Recommend the Board appoints, upon the recommendation of the Administrative Principal, Sara Courtney Scherer, MA Step TBD, \$ TBD, .20 FTE at a prorated annual salary of \$ TBD as School Psychologist for the period August 27, 2015 – June 17, 2016*.

*Tentative Last Day of School

C-8. Approval of Employment Contract of School Business Administrator/Board Secretary – 2015- 2016 School Year

Recommend the Board approves, upon the recommendation of the Administrative Principal, the Employment Contract of the School Business Administrator/Board Secretary for the 2015-2016 School Year. The employment contract has been approved by the Executive County Superintendent and approved in accordance with NJDOE regulations.

C-9. Rescind Approval of Employment Contract of Antonio Garofalo, Preschool Teacher

Recommend the Board rescind, at the recommendation of the Administrative Principal, the employment contract for Antonio Garofalo, as Preschool Teacher for the 2015-2016 School Year.

VOTE : PERSONNEL AND NEGOTIATIONS RESOLUTION C-1 – C-9 AS PRESENTED.

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

NAYS: None

ABSTENTIONS: None

Motion by Board Trustee Jennifer Shaner, seconded by Board Trustee Darek Merkel, that resolution numbered C-10 be adopted as presented:

C-10. Rescind Approval of Employment Contract of Sharon Lentine, Administrative Assistant

Recommend the Board rescind, at the recommendation of the Administrative Principal, the employment contract for Sharon Lentine, as Administrative Assistant for the 2015-2016 School Year.

Discussion ensued. President Dilts “thanked” Mrs. Lentine for her hard work and service to the district for the past several years. Administrative Principal Jones stated that Mrs. Lentine has recently been appointed to work in another district full time as of July 1, 2014.

VOTE : PERSONNEL AND NEGOTIATIONS RESOLUTION C-10 AS PRESENTED.

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

NAYS: Mrs. Bruton

ABSTENTIONS: None

D. POLICY – Mrs. Dilts and Mrs. Shaner

Policy # 4138.1 and # 4238.1 are included in Board shared folder.

Motion by Board Trustee Darek Merkel, seconded by Board Trustee Jennifer Shaner, that resolution numbered D-1 be adopted as presented:

D-1. New Policy– First Reading of Policy

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

BYLAW, POLICY AND REGULATION – New Policy:

<i>Number</i>	<i>Title</i>
4138.1/4238.1	Employee Dating

Motion D-1 was approved by a unanimous voice vote of all members present.

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

Note: Additional Grant information has been included in the Board Shared folder.

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

RESOLVED that resolution numbered E-1 be adopted as presented:

E-1. Authorize Participation in the Sustainable Jersey for Schools Certification Program 2015-2016 SY

WHEREAS, the Hampton Board of Education seeks to participate in the Sustainable Jersey for Schools to focus attention and efforts on matters of sustainability and pursue initiatives that will lead to Sustainable Jersey for Schools Certification.

WHEREAS, the Hampton Board of Education and District Superintendent seek to support and work with school staff and administrators, students and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energysmart, ecofriendly and cost effective solutions.

WHEREAS, extensive opportunities exist to teach students about ecological, economic and social sustainability, environmental health and nutrition; to integrate sustainability education into classroom learning; and to support students in becoming leaders in making their schools healthier and more sustainable places.

WHEREAS, many options and choices exist for schools to use resources more efficiently; to reduce, reuse, and recycle; to follow Green Building Standards for construction and major renovations; to form school partnerships; to eliminate toxic chemicals; to purchase (or produce) clean energy; and to purchase recycled paper, energy efficient equipment and other green products to protect our global environment.;

WHEREAS, Sustainability means using resources wisely, saving money and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children.

WHEREAS, the Hampton Board of Education commits to the formation of at least one Sustainability Leadership Team (also referred to as “Green Team”), based on the guidance of Sustainable Jersey for Schools.

WHEREAS, Green Team members help schools adopt policies and practices addressing areas such as sustainability education and professional training, green purchasing, waste reduction, indoor air quality, energy-saving initiatives, and community partnerships.

WHEREAS, the Hampton Board of Education will encourage Green Teams at all district schools by providing networking and educational opportunities.

THEREFORE, BE IT RESOLVED that the Hampton Board of Education agrees to participate in Sustainable Jersey for Schools, and it is the board’s intention to pursue certification for schools in the district.

We hereby appoint Michael Jones to be the district’s liaison to Sustainable Jersey for Schools.

We do hereby recognize Hampton Public School as the agent(s) to carry out our commitment to building a sustainable school district through the implementation of Sustainable Jersey for Schools actions.

We agree to complete district actions and to support the district’s schools in completing their actions.

Discussion: Dr. Shaner noted that one of the programs listed in the Sustainable Jersey Schools program (People) includes Student and Staff Wellness and particularly with regard to increasing physical activity (increase physical activity time – bronze/silver) including increased activity time for students i.e. riding bikes to school, etc. and other considerations such as Health School Environments i.e. hand dryers (not paper towels) and paperless Board meetings. Discussion ensued.

VOTE : CURRICULUM AND TECHNOLOGY RESOLUTION E-1 AS PRESENTED.

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

NAYS: None

ABSTENTIONS: None

F. COMMUNICATION – Mr. Merkel and Dr. Gavlick

Note: A copy of the Hampton Public School Herald been included in the Board Shared folder.

Board President Dilts stated that in regard to the Hampton Public School Herald newsletter, “The Hampton Board of Education Communication Committee did a tremendous job! The newsletter is great!”

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

- ✓ 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
- ✓ \$300 donation from the Class of 2015 for “Tot Lot”

Discussion: A brief discussion ensued regarding the HSA and consideration of their also making a contribution to the “Tot Lot”. Administrative Principal Jones stated that 3 quotes must be obtained for the purchase of the playground equipment and then purchase after accepting and approving same. Administrative Principal Jones stated that upon completion of the installation of the Tot Lot equipment, a ribbon cutting ceremony will be done and recognition of the HSA and other groups donating funds will be publicly recognized.

President Dilts stated that in regard to Board representation in terms of the Hampton Planning Board, she requested that Board Trustee Darek Merkel represent the Hampton Board of Education. Board Trustee Darek Merkel accepted the appointment as noted.

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

**July 21, 2015 Board Committee Meetings
July 28, 2015 Regular Business Meeting**

President Dilts stated that the Board of Education would like to take this opportunity to hold a brief Public Hearing regarding the **AMENDED** employment contract for Administrative Principal Jones. President Dilts stated that in accordance with the regulations, the Board shall hold a Public Hearing for renegotiated/changes/amendments with regard to Administrative Contracts and advise the public of said negotiations.

Board Trustee Darek Merkel moved, seconded by Board Trustee Marielia Gavlick to open the meeting for the purpose of holding a Public Hearing regarding the AMENDED Employment Contract of Administrative Principal Jones at 8:02 p.m.

President Dilts stated that Administrative Principal Jones' Employment Contract was negotiated and approved 06/17/14 for the period 07/01/14 – 06/30/17 with an annual salary of \$105,000/Year for each school year. On June 8, 2015, the Board of Education negotiated with Administrative Principal Jones to increase his annual salary to \$115,000 for the 2015-2016 school year and the 2016-2017 school year. President Dilts stated that Mr. Jones Employment Contract is a public matter and that the any member of the public may take this opportunity to discuss/comment on his Amended Employment Contract.

President Dilts opened the meeting at 8:03 p.m. for public comment.

There being no comments or discussion presented at this time, Board Trustee Marielia Gavlick moved, seconded by Board Trustee Jennifer Shaner to close the Public Hearing at 8:03 p.m.

Motion by Board Trustee Jennifer Shaner, seconded by Board Trustee Marielia Gavlick, that resolution numbered C-11 be **ADDENDED and adopted as presented:**

C-11. Approve AMENDED Administrative Principal Contract 2014-2017– Mr. Michael Jones

Recommend the Board approve the AMENDED Employment Contract of Mr. Michael Jones, Administrative Principal, effective July 1, 2014 – June 30, 2017 as presented. Mr. Jones' AMENDED employment contact shall be sent to the Hunterdon County Executive Superintendent for review and approval of same.

VOTE : PERSONNEL AND NEGOTIATIONS RESOLUTION C-11 AS **ADDENDED** AND AS PRESENTED.

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

NAYS: None

ABSTENTIONS: None

Comments from Public II:

Board Trustee Megan Bruton moved, seconded by Board Trustee Marielia Gavlick to open the public session at 8:05 p.m. and was approved by a unanimous voice vote by all members present. President Dilts opened the meeting to the public at 8:05 p.m.

There being no items presented for discussion at this time, Board Trustee Jennifer Shaner moved, seconded by Board Trustee Megan Bruton to close the public session at 8:05 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 Jennifer Shaner and carried by Unanimous Voice Vote to adjourn the June 30, 2015 Regular Business Meeting of the Hampton Board of Education at 8:06 PM.

Respectfully Submitted,

Michael Jones
Board Secretary Pro-Temp/cw