

**HAMPTON BOARD OF EDUCATION
SPECIAL MEETING
Minutes
June 8, 2015**

Call to Order – Elizabeth Dilts, President –The meeting was called to order by President Dilts at 6:33 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 June 4, 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 was read into the minutes by President Dilts:

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 no members of the public present.

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 6:36 p.m. and was approved by a unanimous voice vote by all members present. President Dilts opened the meeting to the public at 6:36 p.m.

There being no items presented for discussion at this time, Board Trustee Megan Bruton moved, seconded by Board Trustee Darek Merkel to close the public session at 6:36 p.m. This was approved by a unanimous voice vote by all members present.

EXECUTIVE SESSION

Motion by Board Trustee Megan Bruton, seconded by Board Trustee Marielia Gavlick, 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 6:37 pm and was approved by a unanimous voice vote by all members present.

Board Secretary Werner and Administrative Principal left the meeting at 6:38 p.m.

EXECUTIVE SESSION – A motion is requested to come out of executive session.

Motion by Board Trustee Megan Bruton, seconded by Board Trustee Darek Merkel, to close executive session at 8:09 pm. The motion was approved by a unanimous voice vote by all members present.

The Board reconvened in Public Session at 8:09 pm with the following members present:

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

Board President's Report – Mrs. Elizabeth Dilts

President Dilts led a discussion regarding the Haberman settlement and potential impact to Hampton Public School. Much discussion ensued.

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

RESOLVED, that the Hampton Board of Education acknowledges that there may be a need for the Hampton Board of Education to speak to or present information regarding the proceedings pertaining to the Haberman matter; and

FURTHER RESOLVED that the Hampton Board of Education authorizes President Dilts to speak on behalf of or present information on behalf of the Hampton Board of Education at the Haberman proceedings as may be appropriate and necessary.

VOTE : BOARD OF EDUCATION RESOLUTION AS PRESENTED.

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

NAYS: None

ABSTENTIONS: Mrs. Dilts, President

Administrative Principal's Report – Mr. Michael Jones

Administrative Principal Jones discussed the following matters:

1. 8th Grade Lock-In event. Everyone had a great time!
2. 8th Grade Time Capsule project discussion.
3. Fun Day Event scheduled for Thursday, June 11, 2015 4:00 PM – 7:00 PM. A brief discussion ensued with regard to getting the word out to the Hampton community. All are invited!
4. Hampton Public School 8th Grade Graduation will be held on Wednesday, June 17, 2015 at 6:45 PM.
5. Hampton Public School Concert will be held on Tuesday, June 9, 2015 at 7:00 PM. All are invited!

Board Secretary's Report – Christine M. Werner

Board Secretary Werner stated that Administration has been collaborating with the district's custodial staff to review the 2015 Summer scheduled Capital projects including the playground paving project, cement pad under the district dumpsters, energy efficient lighting upgrade project (multipurpose room) and various smaller HPS facility projects' schedule. Board Secretary Werner stated that Administrative Principal Jones will continue this discussion and provide additional details/update to the Buildings and Grounds Committee at the Committee meeting scheduled on Tuesday, June 23, 2015.

Committee Reports

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

There were no Buildings and Grounds Committee matters presented for discussion this evening.

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

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

RESOLVED that resolution number B-1 be **ADDENDED** and adopted as presented:

Recommend, that the following General Fund Tax levy schedule also be approved to support the 2015-2016 budget:

<u>Date Due</u>	<u>Amount</u>	<u>Date Due</u>	<u>Amount</u>
July 15, 2015	\$133,574.59	January 15, 2016	\$133,574.59
August 15, 2015	\$133,574.59	February 15, 2016	\$133,574.59
September 15, 2015	\$133,574.59	March 15, 2016	\$133,574.59
October 15, 2015	\$133,574.59	April 15, 2016	\$133,574.59
November 15, 2015	\$133,574.59	May 15, 2016	\$133,574.59
December 15, 2015	\$133,574.55	June 15, 2016	\$133,574.55

Current Expense School District Tax for the 2015-2016 School Year is \$1,602,895.00

Recommend, that the following Debt Service Tax levy schedule also be approved to support the 2015-2016 Debt Service budget:

<u>Date Due</u>	<u>Amount</u>	<u>Date Due</u>	<u>Amount</u>
August 15, 2015	\$50,170.00	February 15, 2015	\$91,940.00

Debt Service School District Tax for the 2015-2016 School Year is \$142,110.00

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

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

NAYS: None

ABSTENTIONS: None

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

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

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

C-1. Approve Chief School Administrator Contract – Mr. Michael Jones

Recommend the Board appoints Mr. Michael Jones as Chief School Administrator effective July 1, 2015 – June 30, 2017 with the terms and conditions of the amended contract (July 1, 2014 – June 30, 2017) as has been negotiated this evening. Mr. Jones' AMENDED employment contract shall be sent to the Hunterdon County Executive Superintendent for review and approval of same.

A brief discussion ensued.

VOTE : PERSONNEL AND NEGOTIATIONS RESOLUTION C-1 AS PRESENTED

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

NAYS: Mrs. Bruton

ABSTENTIONS: None

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

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

C-2. Appoint Administrative Supervisor - Ms. Ruth Ann Dalrymple

Recommend the Board appoints, upon the recommendation of the Chief School Administrator, Ruth Ann Dalrymple, as Administrative Supervisor at an additional salary remuneration of \$10,000 for the period August 25, 2015 – June 30, 2016.

A brief discussion ensued.

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

Motion by Board Trustee Jennifer Shaner, seconded by Board Trustee Marielia Gavlick, that resolution C-3 be **ADDENDED** and adopted as presented:

RESOLVED that resolution number C-3 be **ADDENDED** and adopted as presented:

C-3. Approve Business Administrator Contract – Mrs. Christine M. Werner

Recommend the Board appoints Mrs. Christine M. Werner as Business Administrator/Board Secretary effective July 1, 2015 – June 30, 2016 with the terms and conditions as has been negotiated this evening. Mrs. Werner's employment contract shall be sent to the Hunterdon County Executive Superintendent for review and approval of same.

A brief discussion ensued.

VOTE : PERSONNEL AND NEGOTIATIONS RESOLUTION C-3 AS **ADDENDED** AND AS PRESENTED

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

NAYS: Mrs. Bruton

ABSTENTIONS: None

Motion by Board Trustee Megan Bruton, seconded by Board Trustee Jennifer Shaner, that resolution C-4 be **ADDENDED** and adopted as presented:

RESOLVED that resolution number C-4 be **ADDENDED** and adopted as presented:

C-4. Appointment of Elementary Teacher for the 2015-2016 School Year – Melissa Wallace

Recommend the Board approve, upon the recommendation of the Administrative Principal, the appointment of Melissa Wallace as a Elementary Teacher from August 25, 2015 through June 30, 2016 BA Step A with an annual salary T.B.D.*

*Upon completion of Negotiations/Ratification of HEA Agreement.

A brief discussion ensued.

VOTE : PERSONNEL AND NEGOTIATIONS RESOLUTION C-4 AS **ADDENDED** AND 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 Jennifer Shaner, that resolution C-5 be **ADDENDED** and adopted as presented:

RESOLVED that resolution number C-5 be **ADDENDED** and adopted as presented:

C-5. Appointment of Elementary Teacher for the 2015-2016 School Year – Antonia Garofalo

Recommend the Board approve, upon the recommendation of the Administrative Principal, the appointment of Antoio Garofalo as a Elementary Teacher from August 25, 2015 through June 30, 2016 BA Step A with an annual salary T.B.D.*

*Upon completion of Negotiations/Ratification of HEA Agreement.
A brief discussion ensued.

VOTE : PERSONNEL AND NEGOTIATIONS RESOLUTION C-5 AS **ADDENDED** AND 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 Jennifer Shaner, that resolution C-6 be **ADDENDED and adopted as presented:**

RESOLVED that resolution number C-6 be **ADDENDED** and adopted as presented:

C-6. Approval Summer Custodian – David Arace

Recommend the Board, upon the recommendation of the Administrative Principal, approves the following seasonal - Summer/temporary/hourly personnel as follows:

Substitute Custodian	Certification/Credentials	Criminal Background Check Status
David Arace	Black Seal/Boiler Operator License \$10.00 / Hour	Approved criminal background check

A brief discussion ensued.

VOTE : PERSONNEL AND NEGOTIATIONS RESOLUTION C-6 AS **ADDENDED** AND 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

President Dilts noted that NJSBA has provided a “wellness” review of the newly revised and approved Hampton Board of Education Policy manual. A brief discussion ensued. President Dilts stated that a Policy Committee meeting will be held to discuss the comments and recommendations of the NJSBA wellness response. President Dilts noted that the NJSBA review has been included in the BOE folder and asked that all BOE members review the report as presented and provide any response or comment they feel is necessary on said document so that the Policy Committee may/can address any questions/concerns of the BOE as presented.

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

There were no Curriculum and Technology Committee matters presented for discussion this evening.

F. COMMUNICATION – Mr. Merkel and Dr. Gavlick

Discussion ensued regarding an update of the Hampton Hampton Public School Herald newsletter and information/articles contained therein. Mr. Merkel and Dr. Gavlick noted that the newsletter will be ready for publication and it is anticipated that it will be mailed to the Hampton community on/about June 30, 2015.

New Business

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

Old Business

Administrative Principal Jones stated that the HIB matter discussed on May 27, 2015 is currently under investigation. Administrative Principal Jones stated that it is expected the investigation of the matter (in accordance with Board Policy) will be concluded by Wednesday, June 10, 2015. Administrative Principal Jones stated that the matter will be presented to the Board for acknowledgement of same on June 30, 2015.

A brief discussion ensued regarding the Hampton Public School Organizational Chart.

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)
- ✓ Unused Playground Grant Funds - \$600.00
- ✓ Dash Board

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

**June 23, 2015 Board Committee Meetings
June 30, 2015 Regular Business Meeting**

President Dilts noted that on June 30, 2015, Ms. Gwen Thornton will review the 2015 Board Self-Evaluation and assist the Board of Education in developing the 2015-2016 Board/District Goals.

A brief discussion ensued.

Comments from Public II:

Board Trustee Megan Bruton moved, seconded by Board Trustee Darek Merkel to open the public session at 8:36 p.m. and was approved by a unanimous voice vote by all members present. President Dilts opened the meeting to the public at 8:36 p.m.

There being no items presented for discussion at this time, Board Trustee Megan Bruton moved, seconded by Board Trustee Marielia Gavlick to close the public session at 8:37 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 June8, 2015 Special Meeting of the Hampton Board of Education at 8:37 PM.

Respectfully Submitted,

Christine M. Werner
Board Secretary