MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION HELD ON NOVEMBER 29, 2018

HAMILTON TOWNSHIP PUBLIC SCHOOLS
Mays Landing, New Jersey
William Davies Middle School Library

The Regular Meeting of the Hamilton Township Board of Education was called to order at 6:00 p.m. in the Michael H. Duberson Memorial Library at the Wm. Davies Middle School by Eric Aiken, Board President.

Call To Order

ROLL CALL

The following members answered roll call: Mrs. Nancy Barr, Mr. Ciambrone, Ms. Margaret Erickson (arrived 6:43 p.m.), Mrs. Amelia Francis, Mrs. Amy Hassa, Mr. Derek Haye, Mr. James Higbee, Mrs. Barbara Kupp, and Mr. Eric Aiken.

Absent: None

Also Present: Mr. Frank Vogel, Superintendent

Mrs. Anne-Marie Fala, School Business Administrator/Board Secretary

Mr. Raymond Went, Esquire

EXECUTIVE SESSION

Motion by Mr. Aiken, seconded by Mrs. Hassa, to enter into executive session.

Voice Vote: 8-0-0

Resolved that pursuant to Sections 7 and 8 of the Open Public Meetings Act, the public shall be excluded from that portion of the meeting involving discussion of:

- HIB
- Personnel

Further resolved that the discussion of such subject matter in executive session can be disclosed to the public when formal action is taken on such subject matter or at any other appropriate time.

Further resolved the Board may take action on items discussed in executive session. Further resolved that the Board will be in executive session for approximately 60 minutes.

The Board entered into executive session at 6:01 p.m.

The Board resumed the regular session of the meeting at 7:00 p.m.

Eric Aiken led the Pledge of Allegiance.

Pledge of Allegiance

Notice of Advertisement of Meeting

This meeting is being held in compliance with the Sunshine Law, having been advertised in the Press of Atlantic City and the Atlantic County Record and a notice posted with the Township Clerk on the Bulletin Board at the following locations: Mizpah Post Office, Mays Landing Post Office, Atlantic County Library, as well as all the schools of the district. A mechanical device is being used to record this meeting and this meeting is also being video-taped.

There are two opportunities to address the members of the Board. The Board values and welcomes comments and opinions from residents as long as remarks are not personal or discourteous. The public comment portion of the meeting allows the Board to listen to community members and to hear their opinions on school policy and operations.

The first public portion is reserved for persons wishing to speak about agenda items only. The second opportunity, following the action items, is when residents may address the Board on any school-related issue. Each speaker is asked to limit their comments to three minutes and you are not permitted to yield your time to another. The public comments portion of the meeting, during both sessions, will not exceed 30 minutes. Upon being recognized, persons wishing to speak should stand and identify themselves by name and address.

Moment of silence for private reflection.

APPROVAL OF MINUTES

1. Motion by Mr. Aiken, seconded by Mrs. Barr to approve the regular minutes of the meeting of October 18, 2018, as per attachment Minutes-1.

Roll Call Vote: Seven in favor: Mrs. Barr, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mrs. Kupp, and Mr. Aiken. Abstain: Mr. Ciambrone and Mr. Higbee (7-0-2)

CORRESPONDENCE

None

PUBLIC COMMENTS

None

BOARD MEMBER COMMENTS

Mrs. Hassa reported that she attended the NJSBA Delegate Assembly which focused on funding for special education and support for schools with needs, as well as the mental health task force. She also had the opportunity to attend the Meet Up for Atlantic/Cape May County where she was a guest speaker. She expressed that both were very informative events.

Mr. Aiken gave a "shout out" to the school band and choir who performed at the tree lighting in town. He also complimented Mrs. Hassa's presentation at the recent Atlantic/Cape May County Meet Up.

SUPERINTENDENT/STAFF REPORTS

Presentation by Brenda Flaherty, Ocean First Bank of a \$10,000 grant to the district. The grant was written by Marylynn Stecher and Amy Gold.

Mrs. Fala gave an overview of the following topics:

- Bond Sale (copy included in minutes)
- OFAC Audit
- Title I Grant Opportunities

Mr. Vogel thanked the anonymous donor and Sgt. Nelson of the Hamilton Township Police Department for the additional servers for the district. He also thanked the Police Department for their efforts and support of the students.

- (A) Information Items
 - 1. Dates to Remember
 - a. December 17, 2018 Board of Education Meeting 6:00 p.m. (Executive Session) 7:00 p.m. (Regular Session)
 - b. December 24-31, 2018 Schools Closed Winter Break
 - c. January 1, 2019 Schools Closed New Year's Day
 - d. January 7, 2019 Board of Education Reorganization Meeting Davies School 6:00 p.m.
- (B) Registration/Transfer Statistics for the Month of October, 2018, as per attachment XI-B.
- (C) Enrollment for the month of October, 2018, as per attachment XI-C.
- (D) Harassment, Intimidation and Bullying Incident Log, as per attachment XI-D.
- (E) Student Discipline Reports for the month of October, 2018, as per attachment XI-E.
- (F)

 ☐ Holilday Concerts:
 - Thursday, December 6, 2018 Hess Holiday Concert Hess Auditorium 7:00 p.m.

- Thursday, December 13, 2018 Davies Holiday Concert Hess Auditorium 7:00 p.m.
- Monday, December 17, 2018 7th/8th Grade Band & Choir Performance at Shaner School – 8:00 a.m. – 11:45 a.m.
- Wednesday, December 19, 2018 All Choir Members perform at Hamilton Mall – 6:00 p.m.
- Thursday, December 20, 2018 8th Grade Choir perform live on WFPG Radio 8:00 a.m.

COMMITTEES AND RECOMMENDATIONS

A. Instruction Committee (Curriculum and Policy): Chairperson: Ms. Erickson

Motion by Ms. Erickson, seconded by Mrs. Barr, to approve the following motions, as presented:

- To approve Policy #0169.02 Board Member Use of Social Networks on 2nd reading with changes, as per attachment Instruction-1.
- 2. To approve Policy and Regulation #2431 Athletic Competition on 2nd reading with changes, as per attachment Instruction-2.
- 3. To approve Policy #3437 Military Leave Teaching Staff on 2nd reading with changes, as per attachment Instruction-3.
- 4. To approve Policy #4437 Military Leave Support Staff on 2nd reading with changes, as per attachment Instruction-4.
- 5. To approve Policy and Regulation #7101 (Policy Alert 213) Educational Adequacy of Capital Projects on 2nd reading with changes, as per attachment Instruction-5.
- 6. To approve Regulation #7101 (Policy Alert #214 single Page) Educational Adequacy of Capital Projects on 2nd reading with changes, as per attachment Instruction-6.
- 7. To approve Regulation #7440 School District Security on 2nd reading with changes,

as per attachment Instruction-7.

8. To approve Policy #8507 – Breakfast Offer Versus Service (OVS) on 2nd reading with changes, as per attachment Instruction-8.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Motion by Ms. Erickson, seconded by Mrs. Barr, to approve the following motions, as presented:

- 9. To approve Regulation #8630 Emergency School Bus Procedures on 2nd reading with changes, as per attachment Instruction-9.
- 10. To approve Regulation #2624 Grading System on first reading, as per attachment Instruction-10.
- 11. To approve payment to the following certificated staff members for facilitating the Title One Parent Engagement Workshop (professional development) held on November 12, 2018 (not to exceed 2.5 hours each) and to be paid at the rate of \$31.15/hour as indicated in the 2016-2020 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded through ESSA Title One Funds.

Cory Miesenhelter – Hess School Nancy Barrall – Hess School Kim Smith – Hess School Kelly Petrucci – Shaner School Amy Carter – Davies School

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Motion by Ms. Erickson, seconded by Mrs. Barr, to approve the following motions, as presented:

12. To approve payment to the following certificated staff members for facilitating the Bilingual/ESL Parent Advisory Meeting held on November 1, 2018 (not to exceed 2.5 hours each) and to be paid at the rate of \$31.15/hour as indicated in the 2016-2020 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded through ESSA Title One Funds and/or Local Funds.

Ann Andrew – Hess School Kristine Labue – Hess School Achua Nguyen – Shaner School Josephine Torres – Shaner School Megan Ferguson – Davies School Virginia Dzialo – Davies School

 To approve Janella Belina for the Kindergarten Literacy Morning Tutoring stipend position at the stipend rate of \$904.00.

This is a new assignment to replace previously approved Tara Sutton who has since resigned from this position.

- 14. To approve the revised Hamilton Township School District English Language Arts Curriculum for Grades K-8 that is aligned to the New Jersey Student Learning Standards(NJSLS) adopted by the State Board on January 11, 2016 (note: curricula born date November 21, 2017).
- 15. To approve the revised Hamilton Township School District Mathematics Curriculum for Grades K-8 that is aligned to the New Jersey Student Learning Standards(NJSLS) adopted by the State Board May 2016 (note: curricula born date November 21, 2017).

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Motion by Ms. Erickson, seconded by Mrs. Barr, to approve the following motions, as presented:

- 16. To approve the revised Hamilton Township School District Science Curriculum for Grades K-8 that is aligned to the New Jersey Student Learning Standards(NJSLS) adopted by the State Board in 2014 (note: curricula born date November 21, 2017).
- 17. To approve the revised Hamilton Township School District Social Studies Curriculum for Grades K-8 that is aligned to the New Jersey Student Learning Standards(NJSLS) adopted by the State Board on July 9, 2014 (note: curricula born date November 21, 2017).
- 18. To approve the Hamilton Township School District World Language Curriculum for Grades K-8 that is aligned to the New Jersey Student Learning Standards(NJSLS) adopted by the State Board 2014 (note: curricula born date October 13, 2015).
- 19. To approve the revised Hamilton Township School District Visual and Performing Arts Curriculum for Grades K-8 that is aligned to the New Jersey Student Learning Standards(NJSLS) adopted by the State Board on (note: curricula born date October 13, 2015).
- 20. To approve the revised Hamilton Township School District Technology Curriculum for Grades K-8 that is aligned to the New Jersey Student Learning Standards(NJSLS) adopted by the State Board 2014 (note: curricula born date October 13, 2015).
- 21. To approve the revised Hamilton Township School District Health and Physical Education Curriculum for Grades K-8 that is aligned to the New Jersey Student Learning Standards(NJSLS) adopted by the State Board 2014 (note: curricula born date October

13, 2015).

- 22. to approve the revised Hamilton Township School District 21st Century Life and Careers Curriculum for Grades K-8 that is aligned to the New Jersey Student Learning Standards(NJSLS) adopted by the State Board 2014 (note: curricula born date October 13, 2015).
- 23. To approve Laurie Derringer and Meghan Hooper-Jackson to split the stipend amount of \$1,617.00 for the stipend position Grant Coordinator. This is funded through Community Education.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

FINANCE COMMITTEE - Chairperson: Mrs. Barr

Motion by Mrs. Barr, seconded by Mrs. Kupp, to approve the following motions, as presented:

- To approve the Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 for the month of September 30, 2018. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of September 30, 2018, as per attachment Finance-1.
- 2. To approve the Board Secretary's Report for the period ending September 30, 2018. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of September 30, 2018, and after review of the Secretary's Monthly Financial appropriations section as presented and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(c)4 and that sufficient funds are available to meet the district's financial

obligations for the remainder of the fiscal year, as per attachment Finance-2.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

The following items are included for information.

- 3. Interest Income for the month of September, 2018, as per attachment Finance-3
- 4. Receipts for the month of September, 2018, as per attachment Finance-4.
- 5. Refunds for the month of September, 2018, as per attachment Finance-5.
- 6. Capital Reserve Interest for the month of September, 2018, as per attachment Finance-6.
- 7. Rental Income for the month of September, 2018, as per attachment Finance-7.
- 8. Miscellaneous Revenue for the month of September, 2018, as per attachment Finance-8.
- 9. The monthly Budget Summary Report for the month of September, 2018, has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment Finance-9.

Motion by Mrs. Barr, seconded by Mrs. Kupp, to approve the following motions, as presented:

#12 is included for information

- 10. To approve budget transfers in the amount of \$45,241.64, as per attachment Finance-10.
- 11. To accept the Superintendent's and Board

Secretary's certification that they have reviewed all bills and purchase orders which are listed on the bill list, and hereby certify to the Board of Education that all purchase orders are sufficiently encumbered to cover the submitted bills, and further that all goods and services have been previously received.

- 12. Purchase orders issued for services, supplies and equipment in the amount of \$658.155.60, as per attachment Finance-12.
- 13. To approve the following bills and payroll in the total amount of \$5,002,267.66, as per attachment Finance-13:

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$14,438.00
10	General Fund/Payroll	225,036.74
11	Current Expense	1,735,371.46
11	Current Expense/Payroll	2,444,574.19
20	Special Revenue	296,203.52
20	Special Revenue/Payroll	149,899.83
50	Cafeteria	130,929.82
50	Community Education	5,814.10

- 14. To approve staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2018-2019 school year, as per attachment Finance-14.
- 15. To approve a Tuition Contract between the Hamilton Township Board of Education (sending District) and the Middle Township Board of Education (receiving District) for one student for the period September 5, 2018 through June 18, 2019 for a total cost of \$12,375.00.
- 16. To approve a Resolution of Support from the Hamilton Township Board of Education Authorizing the Sustainable Jersey for Schools Small Grant Application, as per attachment Finance-16.
- 17. To approve the submission of the revised

FY2019 (School Year 2018-2019) Elementary and Secondary Education Art (ESEA) Grant Application for a revision to Title IIA, as per attachment Finance-17.

- 18. To approve a Tuition Contract between the Hamilton Township Board of Education (sending District) and the Egg Harbor Township Board of Education (receiving District), for one homeless student for the period September 15, 2017 through March 12, 2018 for a total cost of \$11,139.80. This was previously approved in July, 2018 for the period September 15, 2017 through November 3, 2017.
- 19. To approve a Tuition Contract between the Hamilton Township Board of Education (receiving District) and the Weymouth Board of Education (sending District), for one educationally handicapped student for the 2018-2019 school year at a cost of \$34,275.00 plus additional services, including a full-time one-on-one aide at a cost of \$53,240.00.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Motion by Mrs. Barr, seconded by Mrs. Kupp, to approve the following motions, as presented:

- 20. To approve a Tuition Contract between the Hamilton Township Board of Education (sending District) and the Gloucester County Special Services School District (receiving District), for two auditory impaired students for the 2018-2019 school year at a cost of \$61,545.00/each and an additional non-resident fee of \$3,000.00/each.
- 21. To approve a Tuition Contract between the Hamilton Township Board of Education (sending District) and the Galloway Township Board of Education (receiving District), for one

- McKinney Vento student for the 2018-2019 school year for a total cost of \$14,255.58.
- 22. To approve a Tuition Contract between the Hamilton Township Board of Education (receiving District) and the Weymouth Board of Education (sending District), for one multiply disabled student for the period November 1, 2018 through June 30, 2019 at a cost of \$34,275.00, pro-rated, plus additional services.
- 23. To approve the following signatories for the Parke Bank Account for Hamilton Township School District:
 - Anne-Marie Fala, Business Administrator
 - Frank Vogel, Superintendent
- 24. To accept additional anonymous donations of educational technology equipment to be used as part of the Partnership for Productive Youth Program in the schools.
- 25. To approve the 2019-2022 PEA Three Year Preschool Program Plan, as per attachment Finance-25.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Motion by Mrs. Barr, seconded by Mrs. Kupp, to approve the following motions, as presented:

- 26. To approve the disposal of technology equipment that is outdated and no longer of use to the district, as per attachment Finance-26.
- 27. To approve a Proposal from Acacia Financial Group, Inc. to serve as the District's financial advisor for the 2018-2019 school year, as per attachment Finance-27.

The Firm of Acacia Financial Group, Inc. was previously approved at the May, 21, 2018 Re-

Organization meeting.

- 28. To approve two Tuition Contracts between the Hamilton Township Board of Education (sending District) and the Egg Harbor Township Board of Education (receiving District), for two McKinney Vento students for the period September 6, 2018 through September 14, 2018 (7 days) at the rate of \$79.28 per diem for a total cost of \$554.96 each.
- 29. To approve a Tuition Contract between the Hamilton Township Board of Education (sending District) and the Egg Harbor Township Board of Education (receiving District), for a McKinney Vento student for the period September 6, 2018 through September 14, 2018 (7 days) at the rate of \$79.27 per diem for a total cost of \$559.09.
- 30. To approve a Tuition Contract between the Hamilton Township Board of Education (receiving District) and the Atlantic City Board of Education (sending District), for one foster student for the 2018-2019 school year beginning September 6, 2018 through June 30, 2019 for a total tuition cost of \$11,946.00.
- 31. To approve the FY2019 Revised ESEA Application to include FY2018 Carryover Funds and FY2019 transfers and revisions to date in the following amounts, as per attachment Finance 31:

<u>Title</u>	Original Funds	Transfer Funds	<u>Carryover</u>	<u>Total</u>
Title I	\$576,000	\$0	\$5,958	\$581,958
Title IIA	106,255	6,000	11,340	123,595
Title III	14,328	0	3,705	18,033
Title III-	0	0	1,190	1,190
Immigrant				
Title IV	<u>34,699</u>	<u>-6,000</u>	<u>1,288</u>	<u>29,987</u>
Tota	l \$731,282	\$0	\$23,481	\$754,763

32. To approve a Tuition Contract between the Hamilton Township Board of Education (sending District) and the Galloway Township

Board of Education (receiving District), for one McKinney Vento student for the September 6, 2018 through February 11, 2019 (97 days) at the rate of \$83.06/per diem for a total cost of \$8,056.82.

- 33. To approve a Contract between Amazing Transformations and the Hamilton Township School District to provide behavioral support services for the 2018-2019 school year as needed, as per attachment Finance-33.
- 34. To approve a Contract between Building Blocks Behavior Consultation, Inc. and the Hamilton Township School District to provide behavioral support services for the 2018-2019 school year as needed, as per attachment Finance-34.

There was some discussion regarding #26 and the disposal of technology equipment. Mrs. Hassa asked if it could possibly be used in the classroom for the use of teaching the students. Discussion was held and Mr. Vogel will contact the technology department to get further information.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

<u>Administration Committee (Personnel and Discipline):</u> <u>Chairperson: Mrs. Kupp</u>

Motion by Mrs. Kupp, seconded by Mrs. Barr, to approve the following motions, as presented:

- 1. To approve district substitutes for the 2018-2019 school year, as per attachment Administration-1.
- 2. To approve homebound instruction for the 2018-2019 school year, as per attachment

Administration-2.

- 3. To approve revised start dates for the following employees:
 - Shannon Hartey Davies School Paraprofessional – new start date – 10-23-18 (previously approved on 9-20-18)
 - Colleen Bowden Hess School Lifeguard – new start date – 10-19-18 (previously approved on 10-18-18)
 - Michael Bordonaro part-time Attendance Officer 10-25-18 (previously approved on 10-18-18)
- 4. To approve a revised maternity leave for Heather Jenigen, Shaner School Paraprofessional previously approved on September 20, 2018. Mrs. Jenigan will be using her sick days from October 11, 2018 through October 22, 2018 and NJ Family Leave from October 23, 2018 through January 24, 2019, with a return to work date of January 25, 2019.
- 5. To approve an unpaid Leave of Absence without pay for the following employees:
 - Rica Bilko Hess School Paraprofessional – January 11-18, 2019
 - Janelle Nicolette Hess School Paraprofessional – September 27, 2018
 - Lisa Jones Davies School Teacher November 12-13, 2018
 - Anjali Singh Shaner School Paraprofessional – January 22-29, 2019
- 6. To approve an extension of employment for Islay Flynn as Hess School Teacher from January 4, 2019 through February 15, 2019.
- 7. To approve fieldwork placements for the

2018-2019 school year, as per attachment Administration-7.

- 8. To accept a resignation notice from Julie Morris, Hess School teacher dated October 28, 2018 with her last day of employment to be December 27, 2018, as per attachment Administration-8.
- 9. To approve Anthony Vaino as a part-time, 15 hours/week Food Service Worker for the period December 3, 2018 through June 30, 2019, Food Service Guide B, Step 1, with a total annual salary of \$8,036.00, pro-rated (attachment Administration-9).

Mr. Vaino is a permanent replacement for John Weisenstein.

 To approve a building transfer for Andrea Harley, part-time Paraprofessional from Shaner to Hess.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Motion by Mrs. Kupp, seconded by Mrs. Barr, to approve the following motion, as presented:

11. To accept a retirement notice received October 29, 2018 from Mitzi Tolson, Shaner School teacher with her last day of employment to be January 31, 2019, as per attachment Administration-11.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Motion by Mrs. Kupp, seconded by Mrs. Barr, to approve the following motions, as presented:

12. To approve the Job Description Lead Custodian, as per attachment Administration-12.

13. To accept a Resignation notice from Amanda Stanco, Hess School teacher dated November 2, 2018 with her last day of employment to be January 1, 2019, as per attachment Administraton-13.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Motion by Mrs. Kupp, seconded by Mrs. Barr, to approve the following motion, as presented:

14. To accept a retirement notice received November 11, 2018 from Nancy Barrall, Hess School teacher with her last day of employment to be June 30, 2019, as per attachment Administration-14.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Motion by Mrs. Kupp, seconded by Mrs. Barr, to approve the following motions, as presented:

- 15. To approve Ann Bucknam as Family Worker for the Pre-School Expansion Grant for the 2018-2019 school year at the rate of \$49.00/hour.
- 16. To approve Andrea Russomanno as Family Worker for the Pre-School Expansion Grant for the 2018-2019 school year at the rate of \$49.00/hour.
- 17. To approve Madeline Payne as a full-time, 10 month, Shaner School teacher for the period December 17, 2018 through April 9, 2019, B.A., Step 1, with a total annual salary of \$51,910.00, pro-rated (attachment Administration-17).

- Ms. Payne is a temporary replacement for Kelly Graham.
- 18. To accept a resignation notice from Emery Gewirtz, Shaner School Paraprofessional dated November 10, 2018 with her last day of employment to be November 30, 2018 (attachment Administration-18).
- 19. To approve Ginger Fisher as a Physical Therapist substitute for the 2018-2019 school year at the rate of \$305.08 per diem.
- 20. To approve an unpaid Federal Family Medical Leave of Absence for Kenya Long, PT Davies Custodian from October 31, 2018 to January 11, 2019 with a return to work date of January 14, 2019, as per attachment Administration-20.
- 21. To approve Kelle Venturi as a full-time, 10 month Hess School Pre-K teacher for the period January 2, 2019 through June 30, 2019, B.A., +15, Step 1, with a total annual salary of \$53,026.00, pro-rated, as per attachment Administration-21.
 - Ms. Venturi is a permanent replacement for Amanda Stanco.
- 22. To approve Leanna Petrillo as a full-time, 10 month Hess School Pre-K teacher for the period January 2, 2019 through June 30, 2019, B.A., Step 1, with a total annual salary of \$51,910.00, pro-rated, as per attachment Administration-22.
 - Ms. Petrillo is a permanent replacement for Julie Morris.
- 23. To approve the OFAC CAP Resolution, as per attachment Administration-23.
 - Mrs. Francis asked for an explanation of the position of Family Worker that is on the

agenda. Mrs. Bretones explained that the role of this position is part of the PreK expansion grant and the employee will connect with the parents to provde them with any resources they need. This additional employee is needed due to the PreK Program expanding in recent years.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Motion by Mrs. Kupp, seconded by Mrs. Barr, to approve the following motions, as presented:

24. To accept a retirement notice from Lynn Evangelist, Guidance Counselor effective November 19, 2018 with her last day of employment to be June 30, 2019, as per attachment Administration-24.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Motion by Mrs. Kupp, seconded by Mrs. Barr, to approve the following motions, as presented:

25. To approve revise medical leave for Eva Christenson, PT Hess School Paraprofessional. Mrs. Christenson is requesting for unpaid Federal Family Medical Leave of Absence from November 2, 2018 - January 30, 2019 with a tentative return to work on January 31, 2019, as per attachment Administration-25.

Previously approved October 18, 2018 board meeting

26. To approve Mentors for the 2018-2019 school year as follows:

- Kimberly Russomanno for Leanna Petrillo
- Kristin Marr for Kelle Venturi
- Melissa Inferrera for Madeline Payne
- 27. To approve Audrey Wilson as Kid's Corner staff for the 2018-2019 school year at the rate of \$12.00/hour
- 28. To approve an unpaid, intermittent Federal Family Medical Leave of Absence for Lorraine VonHess, Davies School Paraprofessional for the 2018-2019 school year beginning on December 13, 2018, as per attachment Administration-28.
- 29. To approve Anne Catherine Lenahan as a part-time, 10 month, 29 hours/week, Hess School Paraprofessional, Paraprofessional Guide, Step 1, with a total annual salary of \$17,620.00, pro-rated, with a start date to be determined (attachment Administration-29).

Ms. Lenahan is a permanent replacement for Renee Richards who became full-time.

30. To approve Eymis Feliz-Mendez as a parttime, 10 month, 29 hours/week, Shaner School Paraprofessional, Paraprofessional Guide, Step 1, with a total annual salary of \$17,620.00, pro-rated, with a start date to be determined (attachment Administration-30).

Ms. Feliz-Mendez is a permanent replacement for Emery Gewirtz.

31. To approve Eymis Mendez-Paulino as a parttime, 10 month, 29 hours/week, Hess School Paraprofessional, Paraprofessional Guide, Step 1, with a total annual salary of \$17,620.00, pro-rated, with a start date to be determined, as per attachment Administration-31.

New Pre-K Grant position.

- 32. To approve Jessica Langley as a part-time, 10 month, 29 hours/week, Hess School Paraprofessional for the period January 2, 2019 through June 30, 2019, Paraprofessional Guide, Step 1, with a total annual salary of \$17,620.00, pro-rated, as per attachment Administration-32.
- 33. To approve Meghan Guerrieri as a part-time, 10 month, 29 hours/week, Shaner School Paraprofessional, Paraprofessional Guide, Step 1, with a total annual salary of \$17,620.00, pro-rated, with a start date to be determined (attachment Administration-33).

New Position

- 34. To approve the following Lead Custodians for the 2018-2019 school year at the rate of \$2,080.00 per year, per person (pro-rated):
 - Valerie Robinson Davies School
 - James Stollenwerk Hess School
 - Michele DiCarlo Shaner School
- 35. To approve Kathleen McWilliams as a full-time, 10 month, Davies School teacher for the period December 19, 2018 through April 18, 2019, B.A., Step 1, with a total annual salary of \$51,910.00, pro-rated (attachment Administration-35).

Ms. McWilliams is a temporary replacement for Sarah Brown.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

<u>OPERATIONS COMMITTEE (Facilities and Transportation):</u> Chairperson: Mr. Ciambrone

The following motion is for information:

> District Bus Emergency Evacuation Drill Reports for October and November.

Motion by Mr. Ciambrone, seconded by Mrs. Kupp, to approve the following motion, as presented:

2. To approve club/activity trips for the 2018-2019 school year, as per attachment Operations-2.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Mr. Ciambrone referred to the letter recently sent from Captain O'Brien regarding the use of facilities. Mrs. Fala noted that she has met with several members of the district and would be reaching out to Captain O'Brien with a resolution.

RESOLUTIONS

None

SOLICITOR'S REPORT

None

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS

Mrs. Bretones introduced Kelly Venturi who will be replacing Amanda Stanco. The Board congratulated Ms. Venturi.

Mrs. Bretones thanked the Board for approving the professional development days for her and some of her staff to travel to Washington, DC for the NAEYC Conference. She noted that it was a wonderful opportunity.

The Board took a ten minute recess.

Presentation:

Roles and Responsibilities Given by: Maryann Friedman NJ School Board Association Representative

ADJOURNMENT

Motion by Mr. Aiken, seconded by Ms. Erickson, to adjourn the meeting.

Voice Vote: All in favor: (9-0-0)

The Hamilton Township Board of Education meeting adjourned at 8:59 p.m.

Anne-Marie Fala School Business Administrator/Board Secretary