

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
HELD ON MAY 21, 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. Nanci Barr, Mr. Greg Ciambrone, Ms. Margaret Erickson, Mrs. Amelia Francis, Mrs. Amy Hassa (arrived 6:09 p.m.), 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. Eric Goldstein, Solicitor

EXECUTIVE SESSION:

Motion by Mr. Aiken, seconded by Mrs. Kupp, to enter into Executive session:

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
- Discipline
- CSA Goals

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

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minutes.

Voice Vote: All in favor (7-0-0)

The Board entered into Executive session at 6:04 p.m.

Mrs. Hassa entered Executive session at 6:09 p.m.

Mr. Ciambrone and Mr. Higbee exited the meeting at 6:15 p.m.

The Board resumed the regular session of the meeting at 7:00 p.m. Mr. Ciambrone and Mr. Higbee returned to the meeting during regular session.

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.

Presentation:

National Read 180 Award Winner
Daniel Rolon
Presented by: Amy Carter, Davies School Teacher

Presentation:

Regional Honors Ensemble Students

Given by: The Davies and Hess Music Department

Presentation:

Recognition of the 2018 District Retirees.
Teachers of the Year, Educational Service Professionals of the Year and
Paraprofessionals of the Year

Shaner

Kathryn McEvoy	Educator of the Year
Jessica Crawford	Educational Service Professional of the Year
Renee Richards	Paraprofessional of the Year

Hess

Jane Barrett	Retiree	13 Years of Service
Sherry Prior	Retiree	25 Years of Service
Thelma Trego	Retiree	26 Years of Service
Diane Brunetti	Retiree	29 Years of Service
Theresa Christmas	Educator of the Year	
Corey Meisenhelter	Educational Service Professional of the Year	
Annette Palmeri	Paraprofessional of the Year	

Davies

Karen DeFeo	Retiree	21 Years of Service
Christy Morrison	Educator of the Year	
Samira Broschard	Paraprofessional of the Year	

Food Services

Lori Garrity	Retiree	25 Years of Service
Lorraine Hitchner	Retiree	25 Years of Service
Adella Gigliotti	Retiree	28 Years of Service

A short recess was held before continuing the regular session of the meeting.

APPOINTMENTS:

- A. Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve the following appointments for the period July 1, 2018 through June 30, 2019:

	<u>Position</u>	<u>Name</u>
1.	Solicitor	Law Firm of Nehmad, Perillo & Davis, P.C.
2.	Bond Counsel	McManimon & Scotland, L.L.C.
3.	Affirmative Action Officer	Russell Clark
4.	Emergency Management	Davies School Principal

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	Team	Shaner School Principal Hess School Principal
5.	Section 504 Compliance Officers	Marylynn Stecher
6.	ADA Compliance Officer	Supervisor of Instruction for Special Education
7.	Public Agency Compliance Officer	School Business Administrator
8.	Qualified Purchasing Agent	School Business Administrator
9.	Architect	Fraytak Veisz Hopkins and Duthie, P.C.
10.	Auditor	Ford, Scott & Associates, LLC
11.	Financial Investment Auditors	Acacia Financial Group
12.	Labor Relations Consultant	Schwartz Edelstein Law Group
13.	Safety Coordinator	Supervisor of Facilities
14.	Executive Safety Committee	Supervisor of Facilities, Custodial Supervisor, Business Administrator
15.	Integrated Pest Management Coordinator	Custodial Supervisor
16.	Broker of Record Health Insurances (Medical, Dental and Vision)	Brown & Brown Benefit Advisors
17.	AHERA Compliance	Supervisor of Facilities
18.	Title IX Coordinator	CSA or Designee
19.	Anti-Bullying Coordinator	Russell Clark
20.	Homeless Liaison	Supervisor of Early Childhood Education

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| 21. | Indoor Air Quality Coordinator | Supervisor of Facilities |
| 22. | Right to Know Coordinator | Supervisor of Facilities |
| 23. | Stability Liaison and Children in Court Advisory Contact (CICAC) | Supervisor of Instruction for Special Education |
| 24. | School Safety Specialist | CSA |

Roll Call Vote: Six in favor #1: Mrs. Barr, Mr. Ciambrone, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. Nay: Mrs. Francis and Mrs. Hassa. Abstain: Ms. Erickson. (6-2-1)

Eight in favor #2 through #24: Mrs. Barr, Mr. Ciambrone, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. Abstain: Ms. Erickson. (8-0-1)

B. Official Publication

Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve the following official newspapers for the insertion of legal advertisements and notices of the Hamilton Township Board of Education: the Press of Atlantic City, the Current and the Atlantic County Record and its affiliates.

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)

C. Official Depositories

Motion by Mr. Aiken, seconded by Mrs. Kupp, to designate the following banks as legal depositories for the Hamilton Township School District: Ocean First Bank, Sun Bank, Wells Fargo, Hudson United Bank, TD Bank, Bank of New York, Bank of America, PNC Bank, Beneficial Bank, New Jersey Cash Management Fund, MBIA, and NJARM.

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)

D. Tax Shelter Annuities

Motion by Mr. Aiken, seconded by Mrs. Kupp, to designate the

following companies as legal Tax Shelter Annuity Companies serving the Hamilton Township School District: AXA Equitable, Lincoln Investment Planning, Siracusa Benefits Program, ING. and Vanguard.

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)

E. Signatories

Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve the following signatories for the following accounts in Ocean First Bank for Hamilton Township School District:

<u>Account</u>	<u>Signatories</u>
General Account	President, Superintendent, Board Secretary, (3 of 3 signatures)
Payroll Account	Superintendent and Board Secretary (2 of 2 signatures)
Agency Account	Board Secretary and Superintendent (2 of 2 signatures)
Shaner Activity Account	Principal, Superintendent, Board Secretary and Supervisor of Instruction (2 of 3 signatures)
Davies Activity Account	Principal, 3 Vice Principals, Board Secretary (2 of 5 signatures)
Hess Activity Account	Principal, 2 Vice Principals, Board Secretary (2 of 4 signatures)
Lunch Program Account	Food Service Supervisor, Board Secretary, Superintendent (2 of 3 signatures)
Unemployment Account	Board Secretary, Superintendent and Board Designee (2 of 3 signatures)
Kids Corner Account	Superintendent, Board Secretary, Community Education Director (2 of 3 signatures)
Community Education Account	Superintendent, Board Secretary, Community Education Director (2 of 3 signatures)

Camp Blue Star Account Superintendent, Board Secretary, Community
Education Director (2 of 3 signatures)

Capital Reserve Account Superintendent, Board Secretary (2
signatures)

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)

F. Wire Transfers

Motion by Mr. Aiken, seconded by Mrs. Kupp, that the Business
Administrator have approval to wire transfer between official
depositories for investment purposes.

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)

G. Petty Cash Funds

Motion by Mr. Aiken, seconded by Mrs. Kupp, to establish Petty Cash
Funds for the 2018-2019 school year as follows:

a. Hess School	\$100.00
b. Shaner School	100.00
c. Davies School	100.00
d. Central Administration Office	150.00
e. Child Study Team	50.00
f. Food Services	300.00

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)

H. Budgetary Accounting, Payroll and Personnel Recordkeeping

Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve Computer
Solutions, Inc. CSI SMARTS educational software for the 2018-2019
school year for the following applications: budgetary accounting,
payroll and personnel recordkeeping.

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)

I. Pupil Records

Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve as

authorized by Board of Education Policy 8330, Pupil Records, to certify school personnel to collect and maintain the following pupil records: personal descriptive data, daily attendance records, progress reports, and physical health records; records required for disabled pupils; and all other records required by the State Board of 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)

- J. Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve the following bargaining units:

- a. Hamilton Township Education Association
- b. Hamilton Township Administrator's Association
- c. Hamilton Township Supervisors', Coordinators' and Director's Association

Roll Call Vote: Six in favor: Mrs. Barr, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mrs. Kupp and Mr. Aiken. Abstain: Mr. Ciambrone, Mr. Haye, and Mr. Higbee (6-0-3)

- K. District Policies

Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve all district Policies and Regulations in accordance with New Jersey Administrative Code (N.J.A.C.) and New Jersey Statutes Annotated (N.J.S.A.).

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)

- L. District Procedures

Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve all district Standard Operating Procedures

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)

- M. Use of Facilities

Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve the Fee Schedule for Use of Facilities, as per attachment VII-M.

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)

- N. Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve application to the County Superintendent for the establishment of the following Special Education programs for the 2018-2019 school year:

- Multiply Disabled at Shaner, Hess and Davies
- Resource In-Class at Shaner, Hess and Davies
- Pre-School Students w/Disabilities-PT at Hess
- Pre-School Students with Disabilities – FT at Hess
- Resource Pull-Out at Shaner, Hess and Davies

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)

- O. Motion by Mr. Aiken, seconded by Mrs. Barr, to approve the District Organizational Chart, as per attachment VII-O.

Roll Call Vote: Eight in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp and Mr. Aiken. Nay: Mrs. Francis (8-1-0)

- P. Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve the District Job Descriptions.

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)

- Q. Contracts for 2018-2019

Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve as follows:

Pursuant to PL 2015, Chapter 47, the Hamilton Township Board of Education intends to renew, award or permit to expire all contracts previously awarded by the Board of Education in the 2017-2018 fiscal year ending June 30, 2018. Each of the contracts awarded are, have been and will continue to be in full compliance with all state and federal statutes and regulations, in particular, New Jersey Title 18A:18, et seq, NJAC Chapter 23 and Federal Uniform Administrative Requirements 2VFR, Part 200. A listing of all contracts is not attached as all Purchase Orders issued by the district are considered contracts thus all purchase orders issued during 2018-2019 fall under this certification.

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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)

Approval of Minutes

Motion by Mr. Aiken, seconded by Mrs. Barr, to approve the regular and executive session minutes of the meeting of April 30, 2018, as per attachment-Minutes-1.

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

Eight in favor executive session: Mrs. Barr, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. Abstained: Mr. Ciambrone. (8-0-1)

VII. CORRESPONDENCE

None

PUBLIC COMMENTS

None

BOARD MEMBER COMMENTS

Mrs. Hassa wanted to recognize the music department and the students for all of the accomplishments over the past year. She also noted that she recently attended Legislative Day in Trenton and noted that it was a great experience with a lot of informative information. She has been invited back to Trenton to speak to assemblyman regarding the funding of special education.

Ms. Erickson attended the Delegate Assembly and reported on the topics that were discussed.

Mrs. Barr congratulated all of the retirees, teachers, paraprofessionals and educational professionals who were honored this evening.

Mrs. Kupp congratulated the Music Department and the students for all of the amazing work they do. Mrs. Kupp also recognized the recent passing of one of the district's former teachers, Mr. Carl Devecchis.

Mrs. Hassa offered condolences for the recent losses in our area, as well as other states who have been affected by tragedy.

Mr. Aiken also recognized the Music Department and for the great concert.

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Mr. Aiken congratulated the students who had art work displayed at Stockton College for the Atlantic County Teen Arts Festival. One of these students will have his work displayed at the State level at Ocean College. He also gave a "shout out" to the track team for their undefeated status.

Ms. Erickson congratulated Mr. Tinsly, who is presently a teacher in the music department at Oakcrest and who is a former Davies student, for the award he was recently presented.

Congratulations to Laura Aleszczyk, Davies School Teacher for being recognized as one of Fox 29's Top Teachers for 2018.

SUPERINTENDENT/STAFF REPORTS

(A) Information Items

1. Dates to Remember

- a. May 22, 2018 – Teacher of the Year Luncheon – Carriage House
- b. May 28, 2018 – Memorial Day – Schools Closed
- c. June 5, 2018 – Academic Excellence Luncheon – Carriage House
- d. June 15, 2018 – Davies 8th Grade Dinner Dance – Davies Cafeteria
- e. June 18, 2018 – Davies 8th Grade Awards Night – Davies Cafeteria
- f. June 20, 2018 – Davies 8th Grade Celebration Ceremony – Oakcrest – 4:00 p.m.
- g. June 25, 2018 – Board of Education Meeting – 6:00 p.m. (Executive Session) – 7:00 p.m. (Regular Session)

Mr. Vogel thanked GEHRHSD for the transportation analysis and he asked the Board to please read this over before the committee meeting.

Mr. Vogel also noted that the NJ Department of Education OFAC State Aid Audit Unit has spent significant time auditing student records with regard to funding. Mrs. Fala noted that we are waiting for the report of the audit and she will inform the Board of the findings.

- (B) Harassment, Intimidation and Bullying Incident Log, as per attachment XI-B.
- (C) Student Discipline Reports for the month of March, 2018, as per attachment XI-C
- (D) Registration/Transfer Statistics for the Month of April, 2018, as per attachment XI-D.
- (E) Enrollment for the month of April, 2018, as per attachment XI-E.

Presentation:

National Read 180 Award Winner
Daniel Rolon
Presented by: Amy Carter, Davies School Teacher

Presentation:

Regional Honors Ensemble Students
Given by: The Davies and Hess Music Departments

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:

1. To approve the designation of the Superintendent as Chief School Administrator for the Title I program in the Hamilton Township School District for the FY 2018-2019.
2. To approve the designation of Mrs. Lisa Dagit as Project Director for the Title I program in the Hamilton Township School District for the FY 2018-2019.
3. To approve payment to the following certificated staff members to facilitate the Title One Parent Engagement Workshop (professional development) scheduled for May 23, 2018 (not to exceed 2.5 hours each) and to be paid at the hourly rate of \$31.15 an 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.

Hess School
Cory Meisenhelter
Tammy Welsey
Kris LaBue

Shaner School
Kelly Petrucci
Clinton Richardson
Tara Sutton

Davies School
Rachel Fifer
Megan Ferguson
Rachel Robinson

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Nancy Barrall

Nicholas Gabriel
Achua Nguyen
Josephine Torres

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:

1. To approve the Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 for the month of April, 2018. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of April, 2018, as per attachment Finance-1.
2. To approve the Board Secretary's Report for the period ending April 30, 2018. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of April 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 have been included as informational items:

3. Interest Income for the month of April, 2018, as per attachment Finance-3.

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4. Receipts for the month of April, 2018, as per attachment Finance-4.
5. Refunds for the month of April, 2018, as per attachment Finance-5.
6. Capital Reserve Interest for the month of April, 2018, as per attachment Finance-6.
7. Rental Income for the month of April, 2018, as per attachment Finance-7.
8. Miscellaneous Revenue for the month of April, 2018, as per attachment Finance-8.
9. The monthly Budget Summary Report for April, 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 for information.

10. To approve budget transfers in the amount of \$277,636.63, 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 \$859,554.79, as per attachment Finance-12.
13. To approve the following bills and payroll in the total amount of \$4,191,534.35, as per attachment Finance-13:

<u>Fund</u>	<u>Title</u>
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10	General Fund	\$11,226.00
10	General Fund/Payroll	217,049.21
11	Current Expense	1,274,802.36
11	Current Expense/Payroll	2,341,568.29
20	Special Revenue	88,220.35
20	Special Revenue/Payroll	106,178.51
	Cafeteria	
30	Building Projects	10,000.00
50	Cafeteria	116,210.22
50	Kids' Corner	19,108.12
50	Community Education	6,100.37
50	Camp Blue Star	1,070.92

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 an Agreement between the Hamilton Township Board of Education and Epic Health Services, Inc. and Loving Care Agency, Inc., d/b/a Epic Health Services to provide private duty nursing services to the District for the period July 1, 2018 through June 30, 2019, as per attachment Finance-15.

Roll Call Vote: All in favor #10, #11, #13 and #15: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Eight in favor #14: Mrs. Barr, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp and Mr. Aiken. Abstain: Mr. Ciambrone (8-0-1)

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

16. To approve a Tuition Contract between the Hamilton Township Board of Education (sending district) and Coastal Learning Center Atlantic Corp, for one student for the 2017-2018 school year for the period April 18, 2018, at a per diem rate of \$270.48, for 49 days, for a total cost of \$13,253.52.

17. 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 a one-on-one teacher assistant for one student, for the period of October 2, 2017 through June 30, 2018, at a per diem rate of \$222.00 for a total cost of \$39,960.00, pro-rated.
18. To approve an Agreement between the Hamilton Township Board of Education and Starlight Homecare Agency, Inc., d/b/a. Star Pediatric Home Care Agency to provide nursing services to the District at a cost of \$56.00/hour for RN services and \$46.00/hour for LPN services for the period July 1, 2018 through June 30, 2019, as per attachment Finance-18.
19. To approve a Tuition Contract between the Hamilton Township Board of Education (sending district) and Bancroft for in-home support for one student for the period February 28, 2018 through June 30, 2018, at a per diem rate of \$65.00 for 71 days, for a total of \$4,615.00.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambone, 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 the proposed 2018-2019 breakfast and lunch prices:

Shaner	Full Paid	\$2.75
	Reduced	.40¢
Hess	Full Paid	\$2.75
	Reduced	.40¢

Davies	Full Paid	\$3.00
	Reduced	.40¢

Breakfast at Davies School will be \$2.70 full, Shaner and Hess will be \$2.50 full and reduced for all schools is .30¢.

21. To accept a Week of the Young Child Mini Grant in the amount of \$300.00 awarded by the National Association for the Education of Young Children (NAEYC).
22. To accept an AtlantiCare Healthy Schools Grant in the amount of \$50.00 in honor of Wendy McKensie, an Honorable Mention recipient of the 2018 AtlantiCare Healthy Educator Awards.
23. To accept a Pricing Proposal from Quest Diagnostics for 2018-2019 pre-employment drug testing, as per attachment Finance-23.
24. To approve a Contract with Stuart Goldman, School Physician for the 2018-2019 school year in the total amount of \$19,200.00, as per attachment Finance-24.
25. To approve a Contract with law firm of Nehmad, Perillo & Davis, PC, to provide legal services to the district for the 2018-2019 school year, as per attachment Finance-25.
26. To approve a Contract with Fraytak Veisz Hopkins and Duthie, P.C., Architect for the 2018-2019 school year, as per attachment Finance 26.
27. To approve a Retainer Agreement between the Hamilton School District and Schwartz Edelstein Law Group, LLC, for the 2018-2019 school year for labor and personnel matters at the rate of \$160.00/hour for attorneys and \$100.00/hour for law clerks and paralegals, as per attachment Finance-27.
28. To approve a Contract with AtlantiCare

Physician's Group, PA for Occupational Medicine Services for the 2018-2019 school year, as per attachment Finance-28.

Roll Call Vote: All in favor #20, #21, #22, #23, #24 and #26, #27 and #28: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Six in favor #25: Mrs. Barr, Mr. Ciambrone, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. Nay: Mrs. Francis and Mrs. Hassa. Abstain: Ms. Erickson (6-2-1)

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

29. To approve a Tuition Contract between the Buena School District (sending district) and the Hamilton Township Board of Education (receiving district) for one multiply disabled homeless student for the 2017-2018 school year, beginning September 13, 2018 through February 9, 2018 (92 days), at a per diem rate of \$236.80 for a total cost of \$21,785.60, plus speech and counseling services at \$35.00 per half hour session, as needed.
30. To approve a Tuition Contract between the Atlantic City School District (sending district) and the Hamilton Board of Education (receiving district) for one multiply disabled homeless student for the 2017-2018 school year beginning February 10, 2018 through June 30, 2018 (84 days), at a per diem rate of \$236.80, for a total cost of \$19,891.20, plus speech and counseling services at \$35.00 per half hour session.
31. To approve the Peer Review for the 2017-2018 Audit period, as per attachment Finance-31.

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)

Administration Committee (Personnel and Discipline):

Chairperson: Mrs. Kupp

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

1. To approve district substitutes for the 2017-2018 school year, as per attachment Administration-1.
2. To approve Homebound instruction for the 2017-2018 school year, as per attachment Administration-2.
3. To approve fieldwork placements for the 2018-2019 school year, as per attachment Administration-3.
4. To accept a resignation from Kelly Flynn, Hess School teacher effective June 30, 2018, as per attachment Administration-4.
5. To accept a resignation from Michael Hannel, Davies School teacher effective June 30, 2018, as per attachment Administration-5.
6. To accept a resignation from Elisabeth M. Corona, Davies School teacher effective June 30, 2018, as per attachment Administration-6.
7. To approve summer hours for Mary Romagnino, Food Service Clerk, not to exceed 50 hours over a six week period with an estimated cost of \$1000.00, as per attachment Administration-7.
8. To approve lateral movement for the 2018-2019 school year, as per attachment Administration-8.
9. To approve longevity for the 2018-2019 school year, as per attachment Administration-9.

10. To approve the following 2018 Shaner Summer Reading and Writing Program staff at the rate of \$49.60/hour:

- Stephanie McKensie
- Dorothy Gildiner
- Achau Nguyen (ESL group)
- Nicholas Gabriel
- Leslie Kayes

Lead Teacher, Kristen Fisher, previously approved on April 30, 2018.

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:

11. To approve the 2018 Hess Summer Reading and Writing Program staff at the rate of \$49.60/hour:

- Gail Marie Elliott – Program Coordinator/Teacher
- Ann Andrew – ELL Teacher
- Julie Morris – Grade 2
- Stephanie Wilson – Grade 2
- Jude Bruton – Grade 3
- Stephanie Weisel – Grade 4/5

12. To approve the following unpaid leaves of absence:

- Jane Barrett, Hess School Nurse – ½ day - 5/2/18
- Matthew Montelpare, Hess Maintenance – 5-7-18 to 5/18/18
- Kelly Rupert – Hess Teacher – 5-25-18
- Art Faden – Shaner SRAO – 4-26-18 to 5-3-18
- Michelle Nilan – Hess Teacher – 6-25-18
- Adella Gigliotti – Shaner Cafeteria – 5-11-18 – ½ day

13. To approve a maternity leave of absence for Rebecca Weldon, Shaner School teacher.

Mrs. Weldon will use her sick time for the period September 4, 2018 through October 23, 2018 and NJ Family Leave from October 24, 2018 through December 21, 2018 with a return to work date of January 2, 2019, as per attachment Administration-13.

14. To approve a Black Seal License Stipend for the following for the 2017-2018 school year at the rate of \$750.00.
 - Brian Burton
 - James Ryan
 - Matthew Montelpare
 - Kurt Von Hess
 - Tom Renzulli
 - Larry Good
 - Maria Cowley
 - Thelia MccKiver
 - Van Pearson
 - Josie Martin
 - David Jimenez
15. To approve Certified Pool Operator License Stipend for the following for the 2017-2018 school year at the rate of \$750.00:
 - Ian Nelson
 - Matthew Montelpare
 - Brian Burton
16. To approve a Stipend for Cheryl Porreca in the amount of \$1,000.00 for the 2018-2019 school year for responsibilities assumed following the elimination of the Treasurer of School Monies position.
17. To approve the following new positions for Special Education/CST for the 2018-2019 school year:
 - School Social Worker in Hess – Position Control
 - #03.04.14 BOD
 - School Counselor in Hess – Position

Control #07.04.20 BOE

- School Psychologist in Davies –
Position Control #03.03.30 BOF

18. To approve a building transfer of a position that will be vacant effective July 1, 2018:

- School Social Worker from Davies to
Shaner – Position Control #03.03.14
AAB

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambone, 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:

19. To approve new positions for the Pre-K Grant Expansion for the 2018-2019 school year:

- Teacher – Position Control #20.04.00
AAR
- Two Paraprofessionals – 24.04.00 BOH
and 24.04.00 BOI
- Kindergarten Coach – 20.01.02 BOG

20. To approve a maternity leave of absence for Helen D'Agostino, Hess School teacher. Mrs. D'Agostino is requesting to use NJ Family Leave from September 1, 2018 and Child Rearing Leave from September 18, 2018 to the 1st day of the second semester, as per attachment Administration-20.

Mrs. D'Agostino's leave of absence was previously approved on August 28, 2017.

21. To approve Certificated Staff for the 2018-2019 school year, as per attachment Administration-21:

Tenured
Non-Tenured

22. To approve Administrative staff for the 2018-2019 school year, as per attachment Administration-22.
23. To approve Supervisors staff for the 2018-2019 school year, as per attachment Administration-23.
24. To approve non-certificated staff for the 2018-2019 school year, as per attachment Administration-24:

Paraprofessionals – F/T-P/T
Technology
Maintenance
Custodial
Food Service
Secretaries
SRAO's and Transportation Specialist
Board Office Staff
25. To approve extra carryover vacation days for school year 2018-2019 for the following as allotted in their contract:

Melanie Lamanteer – 3 days
Marylynn Stecher – 5 days
Christine LoPresto – 4 days
David Neff – 2 days
Daniel Cartwright – 2 days
Colleen Bretones – 2 days
Terry Vogt – 3.5 days
26. To accept a retirement letter from Thelma Trego, Hess School L.D.T.C., effective June 30, 2018, as per attachment Administration-26.
27. To approve a reduction in force for Alicia Garry, PT Certified Occupational Therapist Assistant for the 2018-2019 school year.
28. To approve the elimination of the PT Certified Occupational Therapist Assistant (COTA), Position Control #04.04.26 BNB and the creation of a PT Occupational Therapist, Position Control #03.11.50 BOJ, for the 2018-

2019 school year.

Roll Call Vote: All in favor #19, #20 and #22 through #28: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Seven in favor #21: Mrs. Barr, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mrs. Kupp, and Mr. Aiken. Abstain: Mr. Ciambrone, and Mr. Higbee (7-0-1)

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

29. To approve the services of Ken Silver, Interim Davies School Principal to assist in the transition of the new Davies School Principal. These services will be on a per diem basis, not to exceed 10 days, at the rate of \$450.00 per diem.
30. To approve Bianca Hermann, Kid's Corner staff at the rate of \$12.00/hour effective May 14, 2018.
31. To approve Special Education Extended School Year and Summer Child Study Team Services staff, as per attachment Administration-31.
32. To approve summer hours for Guidance Counselors at the rate of \$49.60/hour:

Lynn Evangelist – Hess/Davies – 120 hours
Dorothy Schoenstein – Shaner – 25 hours
Michael Diorio – Davies – 15 hours
Wendy McKensie – Davies – 15 hours
33. To approve summer hours for School Nurses at the rate of \$49.60/hour:

Barbara Graf – Shaner – 20 hours
Tracy Torres/Lynn Becker – Davies – 45 hours - 22.5/hours/each

Amanda Mitchell – 45 hours

34. To approve summer hours for Dawn Duelly, Davies IMC, 16 hours at the rate of \$31.15/hour.

35. To approve 2018 Camp Blue Star Staff Counselors:

Sean Berry	Rate \$20.00/hour
Janine Brockman	Rate \$23.00/hour
Ed Rupp	Rate \$20.00/hour
Jose Quidachy	Rate \$19.00/hour
Chelsi Crompton	Rate \$20.00/hour
Christine Hibbert	Rate \$15.00/hour
Anthony Thawley	Rate \$14.00/hour
Christopher Sheehan	Rate \$14.00/hour
Sara Leonelli	Rate \$14.00/hour
Jacquelyn Rambo	Rate \$14.00/hour

Junior Counselors

Beverly Levari	Rate \$18.00/hour
Chance Brockman	Rate \$15.00/hour
Lindsey Day	Rate \$14.00/hour
Vincent Leszczynski	Rate \$14.00/hour
Victoria Cox	Rate \$13.00/hour

Lifeguard

Abby Haugan	Rate \$14.00/hour
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Substitute Counselor

Logan Berry	Rate \$20.00/hour
Monica Wright	Rate \$17.00/hour
Rachel Rimmele	Rate \$14.00/hour
Gregory Wright	Rate \$12.00/hour

Bookkeeper

Carole Wright	Rate \$20.00/hour
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36. To approve 2018 Summer Swim Staff:

Instructors:

Shawnee Foglio, Director	Rate \$36.15/hr
Shawnee Foglio, Lifeguard	Rate \$14.00/hr
Jessica Lewis, Instructor	Rate \$31.15/hr

Jessica Lewis, Lifeguard	Rate \$14.00/hr
Barbara Ponticello, Instructor	Rate \$31.15/hr
Barbara Ponticello, Lifeguard	Rate \$14.00/hr
Caitlin Ponticello, Instructor	Rate \$31.15/hr
Caitlin Ponticello, Lifeguard	Rate \$14.00/hr
Lisa Thompson, Instructor	Rate \$31.15/hr
Lisa Thompson, Lifeguard	Rate \$14.00/hr
Jean Tunney, Instructor	Rate \$31.15/hr
Jean Tunney, Lifeguard	Rate \$14.00/hr

Substitute Instructor:
Stephen Warrington Rate \$31.15/hour

Lifeguard
Scott Nelson Rate \$14.00/hour

Substitute Lifeguard
Stephen Warrington Rate \$14.00/hour

37. To approve the 2018 Summer Band Staff:

Director, Fred Rushmore
Asst. Director, Andrea Dixon
Asst. Director, Andrew Palmentieri Rate \$35.00 hour

38. To approve Summer Child Study Team staff to attend IEP meetings at the rate of \$90.00/day, not to exceed 5 hours/day, in accordance with Education Guidelines, as per attachment Administration-38.

39. To approve a Job Description for Kindergarten Coach, as per attachment Administration-39.

40. To approve Kid's Corner staff as follows:
 •Kristine Ellison - \$12.00/hour

41. To approve a Federal Family Medical Leave of Absence for John Weisenstein, Hess School Food Service Worker for a ½ day on May 18, 2018 through the end of the school year with a return to work date of September 1, 2018.

Roll Call Vote: Seven in favor #29: Mrs. Barr, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mrs. Kupp and Mr. Aiken. Abstain: Mr. Ciambrone and

Mr. Higbee. (7-0-2)

All in favor #30 through #41: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp and Mr. Aiken. (9-0-0)

OPERATIONS COMMITTEE (Facilities and Transportation):
Chairperson: Mr. Ciambrone

Motion by Mr. Ciambrone, seconded by Ms. Erickson, to approve the following motion, as presented:

1. To approve club/activity trips for the 2017-2018 school year, as per attachment Operations-1.

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

RESOLUTIONS

None

SOLICITOR'S REPORT

None

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS

None

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 8:38 p.m.

Anne-Marie Fala
School Business Administrator/Board Secretary

Mays Landing, NJ
May 21, 2018