

Mays Landing, NJ
August 27, 2018

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
HELD ON AUGUST 27, 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 7:00 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, Ms. Margaret Erickson, Mrs. Amelia Francis, Mrs. Amy Hassa, Mr. Derek Haye, Mr. James Higbee, Mrs. Barbara Kupp, and Mr. Eric Aiken.

Absent: Mr. Ciambrone

Also Present: Mr. Frank Vogel, Superintendent
Mrs. Anne-Marie Fala, School Business Administrator/Board Secretary
Mr. Eric Goldstein, Solicitor

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

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recognized, persons wishing to speak should stand and identify themselves by name and address.

Moment of silence for private reflection.

CORRESPONDENCE

None

PUBLIC COMMENTS

None

BOARD MEMBER COMMENTS

Mrs. Kupp thanked all those involved who supported the recent fundraiser for one of the district's PreSchool students who is battling a medical condition.

Mr. Aiken welcomed everyone to the new school year. School will begin on September 6.

At the last meeting, the Board came together to establish district goals using information from the recent Panorama survey of students, staff and parents. These goals are on the agenda tonight for approval.

Mr. Aiken noted there will be a change in meeting dates for September, October and November. The new meeting dates will be September 20, 2018, October 18, 2018 and November 28, 2018.

SUPERINTENDENT/STAFF REPORTS

(A) Information Items

1. Dates to Remember

- a. September 3, 2018 – Labor Day – Schools Closed
- b. September 4 & 5, 2018 – Staff PD
- c. September 6, 2018 – First Day for all Students (early dismissal district wide)

Mr. Vogel welcomed everyone to the beginning of a new school year. He has toured all three schools, including the new Shaner annex and everything is ready for the students to arrive. Coastal Environmental has been in all buildings to assess indoor air quality and has cleared both Shaner and Davies, final clearance for Hess is forthcoming.

The district may need to go out to bid for two preschool runs due to the additional students attending school through the Preschool grant.

Mr. Vogel gave a "shout out" to Jane Carmen for being recognized in the

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Pennies for Patients campaign which she has helped to raise over \$69,000 over the past ten years.

He reminded everyone that the Bond Referendum will be voted on October 2, 2018. The ESCO is not on the agenda tonight because we are waiting for BPU approval.

The OFAC audit, completed in June, is not yet finalized.

Mr. Vogel read a letter from the Department of Education stating the district has been granted additional funding for the Preschool Program. He thanked all of those involved with making this possible.

(B) Registration/Transfer Statistics for the Month of July, 2018, as per attachment XI-B.

(C) Presentation:

Technology Update
Given by: Lew Improta and Anthony Poretto,
Technology Coordinators

APPROVAL OF MINUTES

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

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

COMMITTEES AND RECOMMENDATIONS

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

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

1. To approve the revised 2018-2019 District Calendar, as per attachment Instruction-1.
2. To approve Janeen Bonomo to participate in a System 44 Professional Development Session during the month of August 2018, not to exceed 8 hours and to be paid at the rate of \$24.51/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 local funds.

3. To approve Local and grant funded extra-curricular activities and staff stipends for the 2018-2019 school year, as per see attachment Curriculum-3.
4. To approve Policy and Regulation #5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities on first reading, as per attachment Instruction-4.

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

FINANCE COMMITTEE - Chairperson: Mrs. Barr

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

Item #3 through Item #9 and #12 are included for information.

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

3. Interest Income for the month of June, 2018, as per attachment Finance-3.
4. Receipts for the month of June, 2018, as per attachment Finance-4.
5. Refunds for the month of June, 2018, as per attachment Finance-5.
6. Capital Reserve Interest for the month of June, 2018, as per attachment Finance-6.
7. Rental Income for the month of June, 2018, as per attachment Finance-7.
8. Miscellaneous Revenue for the month of June, 2018, (attachment Finance-8)
9. The monthly Budget Summary Report for the month of June, 2018, has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment Finance-9.
10. To approve budget transfers as follows, as per attachment Finance-10:
 - 2017-2018 school year - \$614,616.00
 - 2018-2019 school year - \$124,232.11
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 \$2,225,964.25, as per attachment Finance-12.

Roll Call Vote: All in favor: Mrs. Barr, Ms.

Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye,
Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (8-0-0)

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

13. To approve the following bills and payroll in the total amount of \$3,292,206.63, as per attachment Finance-13.

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$14,438.00
10	General Fund/Payroll	67,425.26
11	Current Expense	2,308,930.01
11	Current Expense/Payroll	469,943.64
20	Special Revenue	270,402.60
20	Special Revenue/Payroll	22,771.65
40	Debt Service	52,911.25
50	Cafeteria	33,793.57
50	Kids' Corner	16,638.24
50	Community Education	6,995.41
50	Camp Blue Star	27,957.00

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 additional services in the amount of \$4,905.00 to a contract between the Hamilton Township Board of Education (receiving district) and the Berlin Township Board of Education (sending District), previously approved on July 30, 2018, for one foster student for the 2017-2018 school year for the period September 7, 2017 through June 30, 2018.
16. To approve a revised Institutional Services Agreement with Monmouth-Ocean County Educational Services Commission to provide 192/193 services to non-public students for the period July 1, 2018 through June 30, 2021, as per attachment Finance-16.

This Contract was previously approved on June 25, 2018 for the 2018-2019 school year.

17. To approve a Professional Services Agreement between the Hamilton Township School District and The Center for Neurological and Neurodevelopmental Health, L.L.C., (CNNH) to provide special education and related services for the 2018-2019 school year, as per attachment Finance-17.
18. To approve a Tuition Contract between the Hamilton Township Board of Education (sending District) and Gloucester County Special Services School District (receiving District), for one student for the 2018-2019 school year at a cost of \$211.75 per diem for 20 days, at a total cost of \$4,235.00.
19. To approve a Tuition Contract between the Hamilton Township Board of Education (sending District) and Gloucester County Special Services School District (receiving District), for a one-on-one teacher assistant for one student for the 2018-2019 extended school year at a cost of \$174.00 per diem, for 20 days, for a total cost of \$3,408.00.
20. To approve two Tuition Contracts between the Hamilton Township Board of Education (sending District) and Y.A.L.E. School Atlantic, Inc. (receiving District), for two students for the 2018-2019 school year for 210 days, at a cost of \$302.82 per diem, for a total cost of \$63,592.20 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 special education student for the 2018-2019 school year for a total cost of \$103,769.42 as follows:

Tuition	\$25,002.00
Related Services	3,240.00
Interpreter (Shared)	39,344.00
Teacher of the Deaf	8,000.00
ESY Tuition	3,333.60

ESY T.O.D.	390.00
ESY 1:1 Aide	3,450.00
Benefits/FICA	21,009.82

22. 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 special education student for the 2018-2019 school year for a total cost of \$89,414.20 as follows:

Tuition	\$23,277.60
Related Services	3,400.00
BCBA Consult	400.00
1:1 Aide	35,090.00
Benefits/FICA	20,685.00
ESY with 1:1 Aide	6,553.60

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

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 2018-2019 school year, as per attachment Administration -1.
2. To approve an intermittent unpaid NJ Family Leave of Absence for Nancy Amatuzio, Davies School Paraprofessional for the 2018-2019 school year, as per attachment Administration-2.
3. To approve an intermittent unpaid Federal Family Leave of Absence for the 2018-2019 school year for Dianne Valiante, Shaner School Secretary, as per attachment Administration-3.
4. To approve a salary correction for Emily

Manser, Hess School teacher to M.A., Step 5, with a total annual salary of \$56,589.00 and change start date to October 1, 2018.

Ms. Manser was previously approved on July 30, 2018.

5. To approve the following Mentors for the 2018-2019 school year:
 - Alexandra DePamphilis for Suzanne DelBiondo – Shaner School
 - Wendi Marco for Ian Brown – Shaner School
 - Jenna Kyle for Christine McCabe – Shaner School
 - Johanna Scannell for Ashley Pfaff – Hess School
 - Stacy Weiner for Islay Flynn – Hess School
 - Tammy Steelman for Kelly Coburn – Hess School
 - Janeen Bonomo for Brianna Mistretta – Hess School

Roll Call Vote: All in favor #1 to #4: Mrs. Barr, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (8-0-0)

Six in favor #5: Mrs. Barr, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, and Mr. Aiken. Nay: Mr. Haye and Mrs. Kupp (6-2-0)

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

6. To approve the Job Description for Health and Wellness Program Chairperson, as per attachment Administration-6.
7. To approve Kid's Corner staff for the 2018-2019 school year, as per attachment Administration-7.
8. To approve Rose Rhine and Ellen Wetzel as

CST Consultants at a rate of \$305.08, per diem, for the 2018-2019 school year.

9. To accept the following donated classroom items from Lakeshore Learning:
 - Three Calming Colors Bean Bag Seats
 - One Flex-Space Comfy Couch
 - Five Calming Colors Soft Seat Pads
10. To approve Heather Foster as a full-time, 10 month Shaner School Pre-K Grant teacher for the 2018-2019 school year, B.A., Step 1, with a total annual salary of \$51,910.00 (attachment Administration-10).

Position contingent upon District receiving full NJ Preschool Education Expansion Aid (PEEA) Grant Funding.

11. To approve Kelsey Scioli as a part-time, 10 month, 29 hours/week, Hess School Paraprofessional for the 2018-2019 school year, Paraprofessional Guide, Step 1, with a total annual salary of \$17,620.00 (attachment Administration-11).

Position contingent upon District receiving full NJ Preschool Education Expansion Aid (PEEA) Grant Funding.

12. To approve Francis Lute as a part-time, 10 month, 29 hours/week, Shaner School Paraprofessional for the 2018-2019 school year, Paraprofessional Guide, Step 1, with a total annual salary of \$17,620.00 (attachment Administration-12).

Mr. Lute is a replacement for Michele Slack.

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

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

13. To approve Gabriella Spinella as a full-time, 10 month Davies School Psychologist for the 2018-2019 school year, M.A. +30, Step 2, with a total annual salary of \$58,005.00, pro-rated, as per attachment Administration 13, with a start date to be determined.

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

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

14. To approve Miosoti Espinal-Waller as a part-time, 10 month, 29 hours/week, Shaner School Paraprofessional for the 2018-2019 school year, Paraprofessional Guide, Step 1, with a total annual salary of \$17,620.00, as per attachment Administration-14.

Position contingent upon District receiving full NJ Preschool Education Expansion Aid (PEEA) Grant Funding.

15. To accept a resignation notice from Lynn Becker, Davies School Nurse, dated August 15, 2018 with her last day of employment to be October 14, 2018, as per attachment Administration-15.
16. To accept a resignation notice from Beth Steinen, Davies School teacher, dated August 17, 2018 with her last day of employment to be October 16, 2018, as per attachment Administration-16.
17. To approve homebound instruction for the 2018-2019 school year, as per attachment Administration-17.
18. To change the start date for Christina Goller, part-time secretary at Hess from August 30, 2018 to August 27, 2018.

Ms. Goller was previously approved on

August 16, 2018.

19. To approve lateral moves for the 2018-2019 school year, as per attachment Administration-19.
20. To approve January 29, 2019 as the return to work date for Helen D'Agostino, Hess School teacher who is on a child rearing leave of absence.
21. To approve building transfers for the following part-time Paraprofessionals for the 2018-2019 school year:
 - Aseelah Davis from Hess to Davies
 - Kimberly Biasini from Hess to Shaner
 - Josephine Bellina from Shaner to Hess
22. To approve Andrew Seigel as William Davies School Related Arts Department House Chairperson for the 2018-2019 school year.

This is a new assignment previously approved for Beth Steinen who has since resigned.

23. To approve Jennifer Schwandt as a part-time, 10 month, 29 hours/week, Hess School Paraprofessional for the 2018-2019 school year, Paraprofessional Guide, Step 1, with a total annual salary of \$17,620.00, as per attachment Administration-23.

Position contingent upon District receiving full NJ Preschool Education Expansion Aid (PEEA) Grant Funding.

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

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

24. To approve Michelle Bulvid as a part-time, 10 month, 29 hours/week, Shaner School

Paraprofessional for the 2018-2019 school year, Paraprofessional Guide, Step 1, with a total annual salary of \$17,620.00, as per attachment Administration-24.

Ms. Bulvid is a replacement for Frances Ludwick.

25. To approve Evelyn Morozzi as a part-time, 10 month, 29 hours/week, Shaner School Paraprofessional for the 2018-2019 school year, Paraprofessional Guide, Step 1, with a total annual salary of \$17,620.00, as per attachment Administration-25.

Ms. Morozzi is a replacement of Gina Kuchariski.

26. To approve an unpaid Federal Family Medical Leave of Absence for Charmaine Piacentino, Hess School teacher on an intermittent basis for the 2018-2019 school year, as per attachment Administration-26.

27. To approve a building transfer of a part-time Paraprofessional from Davies to Hess and Position Control #24.04.06 BDV.

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

28. This motion was removed from agenda.

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

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

29. To accept a resignation notice from Lisa Tripician, Shaner School teacher dated August 22, 2018 with her last day of employment to be October 21, 2018, as per attachment Administration-29.
30. To approve William Horner as a full-time, 10 month Davies School teacher for the 2018-2019 school year, B.A. +15, Step 1, with a total annual salary of \$53,026.00, with a start date to be determined, as per attachment Administration-30.

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

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

31. To approve John Ragan as an Interim Vice Principal for the 2018-2019 school year on an as needed basis at a per diem rate of \$400.00, as per attachment Administration – 31.

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

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

32. To approve a part-time Shaner School Paraprofessional position and Position Control #24.01.03 BOW.
33. To approve Marie Lupton, part-time, 10 month, 29 hours/week, Shaner School Paraprofessional for the 2018-2019 school year, Paraprofessional Guide, Step 2, with a total annual salary of \$17,860.00, as per attachment Administration-33.

34. To approve up to two part-time, 20 hours/week District Attendance Officers for the 2018-2019 school year and Position Control #'s 04.09.52 BOX and 04.09.52 BOY.
35. To approve Kristen Ciambone as the Math Coordinator for Grades 2-5 for the 2018-2019 school year with a stipend of \$1,617.00 paid through Title 1 Funds.

Roll Call Vote: All in favor #32, #33 and #34: Mrs. Barr, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp and Mr. Aiken. (8-0-0)

Seven in favor #35: Mrs. Barr, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken.
Abstain: Mrs. Francis. (7-0-1)

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

No items for agenda.

RESOLUTIONS

None

SOLICITOR'S REPORT

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Motion by Mr. Aiken, seconded by Mrs. Hassa, to approve the following motion, as presented:

1. To approve the District/CSA Goals for the 2018-2019 school year, as per attachment New Business-2.

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

PUBLIC COMMENTS

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None

Presentation:

Board Goals
Maryann Friedman, Representative from
New Jersey School Board Association

ADJOURNMENT

Motion by Mr. Aiken, seconded by Mrs. Kupp to adjourn the meeting.

Voice Vote: All in favor: (8-0-0)

The Hamilton Township Board of Education meeting adjourned at 9:34 p.m.

Anne-Marie Fala
School Business Administrator/Board Secretary