

Mays Landing, NJ
October 5, 2010

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
HELD ON OCTOBER 5, 2010
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 Davies Middle School by Dr. David May, President.

**Call
To
Order**

Dr. May led the Pledge of Allegiance.

**Pledge of
Allegiance**

ANNUAL NOTICE 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 its affiliates and a notice posted with the Township Clerk on the Bulletin Board at the following locations: Mizpah Social Services Center, 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.

The following members answered roll call: Mr. Eric Aiken, Mr. Carl Anderson, Mrs. Michelle Befano, Dr. Anne Erickson, Mrs. Barbara Kupp, Mr. Mark Ludwick, Mrs. Kim Melton and Dr. David May. Quorum present.

**Roll
Call**

Members Absent: Mr. Chris Palermo

Also present were: Mrs. Michelle Cappelluti: Superintendent of Schools
Mrs. Martha Jamison: Board Secretary
Mr. Louis Greco: Solicitor

APPROVAL OF MINUTES

Motioned by Mr. Anderson, seconded by Mr. Aiken, to approve the regular and executive session minutes of the meeting of September 21, 2010, as per attachment IV-A.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mr. Ludwick, Mrs. Melton and Dr. May. (8-0-0)

CORRESPONDENCE

None

PUBLIC COMMENTS

- Ms. Fulton asked if the Board was going to use the additional federal funding to restore the paraprofessionals to full time who were reduced in hours. Dr. May responded that it has been determined to carry the funds over to the 2011-2012 fiscal year.
- Ms. Harris asked about the stipends. Mrs. Cappelluti responded.

BOARD MEMBER COMMENTS

- Mr. Aiken thanked the parents who chaperoned and the students who attended the Back-to-School dance to benefit the H.T.S.D. Education Foundation.
- Dr. May commented on the wonderful Fall Festival held at the Hess School provided by the PTA, with some assistance from the H.T.S.D. Education Foundation.

SUPERINTENDENT/STAFF REPORTS

(A) Information Items

1. **Dates to Remember**

- a. **October 5, 2010** – Policy Committee Meeting – Davies School – 6:00 p.m.
- b. **October 5, 2010** – Board of Education Meeting – Davies School – 7:00 p.m.
- c. **October 8, 2010** – Facilities Committee Meeting – Board Office – 7:30 a.m.
- d. **October 11, 2010** – Columbus Day – Schools Closed
- e. **October 14, 2010** – Personnel Committee Meeting – Board Office – 5:00 p.m.
- f. **October 19, 2010** – Curriculum Committee Meeting – Board Office – 6:00 p.m.
- g. **October 19, 2010** – Board of Education Meeting – Davies School – 7:00 p.m.
- h. **October 22, 2010** – In-Service Day – No School for Students

(B) Enrollment, as per Attachment VIII-B.

(C) Registration/Transfer Statistics for the Month of September, 2010 and Registration/Transfer Statistics for the 2009-2010 school year for comparison, as per attachment VIII-C.

(D) TALENT21 Presentation:

The meeting was moved to Room D-106 for a presentation by Melanie Cox, Grade 6 Vice Principal, Christy Morrison, Grade 6 Science Teacher and some Grade 6 Students on the use of new technologies provided by the TALENT21 grant funds. The meeting moved back to the Library following the presentation.

COMMITTEES AND RECOMMENDATIONS

BUILDING/FACILITIES COMMITTEE – Mrs. Befano

Motioned by Mrs. Befano, seconded by Dr. Erickson, to approve the following Motions as presented:

1. To approve Change Order #1 to the contract with Ray Angelini, Inc. to extend the Substantial Completion Date to September 24, 2010 and the Final Completion Date to October 25, 2010 with no change in the original contract amount of \$1,495,731.00, as per attachment IX-A-1. **Change Order #1 with Ray Angelini, Inc.**
2. To approve Change Order #3 to the contract with Ray Angelini, Inc. for additional solar panels for the William Davies Middle School. The total contract amount will increase from \$1,497,544.00 to \$1,708,776.00, as per attachment IX-A-2. **Change Order #3 with Ray Angelini, Inc.**
3. To approve Change Order #4 to the contract with Ray Angelini, Inc. for supplemental roof work. The total contract amount will increase from \$1,708,776.00 to \$1,711,134.00, as per attachment IX-A-3. **Change Order #4 with Ray Angelini, Inc.**

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mr. Ludwick, Mrs. Melton and Dr. May. (8-0-0)

CURRICULUM COMMITTEE - Dr. Erickson

Motioned by Dr. Erickson, seconded by Mrs. Befano, to approve the following Motions as presented:

1. To designate the week of October 18, 2010 as School Violence Awareness Week. **School Violence Awareness Week**
2. To approve local and grant funded extra-curricular activities (clubs and activities) and staff stipends for the 2010-2011 school year for the Shaner, Hess and Davies Schools, as per attachment IX-B-2. **Extra-curricular activities and stipends**

Roll Call Vote: Seven in favor: Mr. Aiken, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mr. Ludwick, Mrs. Melton and Dr. May. Abstained: Mr. Anderson (7-0-1)

FINANCE COMMITTEE – Mr. Ludwick

Motioned by Mr. Ludwick, seconded by Dr. Erickson, to approve the following Motions as presented:

Treasurer's Report 1. To approve the Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of August, 2010. The Treasurer's Report and Secretary's Report are in agreement for the month of August, 2010, as per attachment IX-C-1.

Board Secretary's Report 2. To approve the Board Secretary's Report for the period ending August 31, 2010. Pursuant to N.J.A.C. 6A:23-2.11(c)4, the Hamilton Township Board of Education certifies that as of August 31, 2010, 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:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, as per attachment IX-C-2.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mr. Ludwick, Mrs. Melton and Dr. May. (8-0-0)

The following items have been included as informational items:

Interest Income 3. Interest Income for the month of August, 2010, as per attachment IX-C-3.

Receipts 4. Receipts for the month of August, 2010, as per attachment IX-C-4.

- | | | |
|----|---|---------------------------------|
| 5. | Refunds for the month of August, 2010, as per attachment IX-C-5. | Refunds |
| 6. | Capital Reserve Interest for the month of August, 2010, as per attachment IX-C-6. | Capital Reserve Interest |
| 7. | Rental Income for the month of August, 2010, as per attachment IX-C-7. | Rental Income |
| 8. | Miscellaneous Revenue for the month of August, 2010, as per attachment IX-C-8. | Miscellaneous Revenue |
| 9. | The monthly Budget Summary Report for August, 2010 has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment IX-C-9. | Budget Summary Report |

Motioned by Mr. Ludwick, seconded by Dr. Erickson, to approve the following Motions as presented:

- | | | |
|-----|---|--|
| 10. | To approve budget transfers in the amount of \$143,129.00, as per attachment IX-C-10. | Budget Transfers |
| 11. | To approve staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2010-2011 school year, as per attachment IX-C-11. | Staff attendance at workshops, etc. |
| 12. | To approve a tuition contract with Y.A.L.E. School, Inc. for one (1) student, effective September 8, 2010 through June 30, 2011, in the amount of \$235.05/diem, a total of \$42,309.00. | Tuition contract with Y.A.L.E. School, Inc. |
| 13. | To approve out-of-district placements for the 2010-2011 school year at Atlantic County Special Services School District, as per attachment IX-C-13. | Out-of-District Placements |
| 14. | To approve the purchase of the District's health insurance claims history from the School Employees' Health Benefits Program (SEHBP) at a cost of \$2,000.00. | District's health insurance claims history |

**Donations in
memory of
Dorothy
Barresi**

15. To amend the 2010-2011 Budget for the donation of funds designated for the purchase of Shaner School library books. These donations were received in memory of Dorothy Barresi, a retired Shaner School paraprofessional who passed away in August:

Revenue:

10-1920-000	Contributions and Donations from Private Sources	\$1,125.00
-------------	--	------------

Appropriation:

11-000-222-610	Educational Media/Library Services-Supplies	\$1,125.00
----------------	---	------------

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mr. Ludwick, Mrs. Melton and Dr. May.
(8-0-0)

PERSONNEL/NEGOTIATIONS COMMITTEE – Mr. Palermo

All personnel actions are being taken by the recommendation of the Superintendent in accordance with 18A.

Motioned by Mr. Aiken, seconded by Dr. Erickson, to approve the following Motion as presented:

**District
Substitutes**

1. To approve district substitutes for the 2010 - 2011 school year, as per attachment IX-D-1.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mr. Ludwick, Mrs. Melton and Dr. May.
(8-0-0)

Motioned by Mr. Aiken, seconded by Dr. Erickson, to approve the following Motions as presented:

**Luchese –
5 hour
observation**

2. To approve Megan Luchese, an Atlantic Cape Community College student, to complete a 5 hour observation in a special education class. The cooperating teacher for Ms. Luchese will be Kathy Reed, as per attachment IX-D-2.

**Hausmann,
SRAO**

3. To approve Glenn Hausman as the Hamilton Township School District's School Resource/Attendance Officer (SRAO) for the 2010-2011 school year, beginning October 26,

2010 through June 30, 2010 at a total annual salary of \$31,000.00, as per attachment IX-D-3.

4. To approve homebound instruction for the 2010-2011 school year, as per attachment IX-D-4. **Homebound instruction**

5. To approve the following individuals as part-time lifeguards for the 2010-2011 school year at the rate of \$10.00/hour, not to exceed 8 hours/week: **Part-time lifeguards**

Alexandra Leszcynski
John Petrucci
Sean Gorbig

Roll Call Vote: All in favor: Mr. Aiken,
Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs.
Kupp, Mr. Ludwick, Mrs. Melton and Dr. May.
(8-0-0)

Motioned by Mr. Aiken, seconded by Dr. Erickson, to approve the following Motions as presented

6. To approve the following applicants for emergency hiring and applicants' attestation that they have not been convicted of any disqualifying crime pursuant to the provision of N.J.S.A. 18A:6-7.1: **Emergency hiring**

Glenn Hausman – School Resource/Attendance Officer (SRAO)
Sean Gorbig – Lifeguard

7. To approve the termination of George Witherspoon, part-time Hess Custodian, effective September 24, 2010, as per attachment IX-D-7. **Termination of Witherspoon**

8. To approve Thomas DiTorra as a part-time Hess Custodian, effective October 6, 2010 through June 30, 2011, 29.5 hours/week, Step 1, for a total annual salary of \$22,956.00, as per attachment IX-D-8. **DiTorra, part time Hess custodian**
(Mr. DiTorra is a replacement for George Witherspoon)

Hourly rate for Pease 9. To increase the hourly rate for Chiyo Pease, Kid's Corner employee, from \$10.00/hour to \$12.00/hour.

Kid's Corner substitutes 10. To approve the following Kid's Corner substitutes at the rate of \$10.00/hour:

Maddalina Destafney
Alba McKenna

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mr. Ludwick, Mrs. Melton and Dr. May (8-0-0)

POLICY COMMITTEE – Mr. Anderson

Motioned by Mr. Anderson, seconded by Dr. Erickson, to approve the following Motions as presented:

Regulation #2624 1. To approve Regulation #2624 – Grading System - on second reading.

Policy #5420 2. To approve Policy #5420 – Reporting Pupil Progress - on second reading.

Regulation #5420 3. To approve Regulation #5420 – Reporting Pupil Progress - on second reading.

Regulation #5440 4. To approve Regulation #5440 – Honoring Pupil Achievement - on second reading

Roll Call Vote: Six in favor: Mr. Aiken, Mr. Anderson, Mrs. Kupp, Mr. Ludwick, Mrs. Melton and Dr. May. Nay: Mrs. Befano and Dr. Erickson (6-2-0)

TRANSPORTATION COMMITTEE – Mr. Aiken

Motioned by Mr. Aiken, seconded by Mr. Ludwick, to approve the following Motion as presented:

Jointure contract-ACSSSD and HTSD 1. To approve a jointure contract between Atlantic County Special Services School District and the Hamilton Township School District for the Extended School Year Program (ESP). The

following routes with ACSSSD began on July 6, 2010 through July 29, 2010. Eleven Hamilton Township students were transported to ACSSSD and one Hamilton Township student was transported to George L. Hess Complex to attend our Extended School Year Program (ESP) from July 7, 2010 through August 5, 2010 for a total cost of \$15,945.00, as follows:

<u>Route #</u>	<u>Destination</u>	<u>#of HT Students</u>	<u>Cost</u>
ELEM12	ACSSSD	6	\$7,920.00
ELEM8	ACSSSD	1	1,320.00
HS2	ACSSSD	1	1,320.00
HS5	ACSSSD	2	2,640.00
HS11	ACSSSD	1	1,320.00
HESS	Hess Complex	1	1,425.00

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mr. Ludwick, Mrs. Melton and Dr. May. (8-0-0)

RESOLUTIONS

None

SOLICITOR'S REPORT

None

UNFINISHED BUSINESS

Dr. May thanked Mrs. Cox, Mrs. Morrison and the students for the informative presentation tonight.

NEW BUSINESS

None

PUBLIC COMMENTS

- Ms. Harris spoke on behalf of the paraprofessionals who have been reduced in hours. Dr. May and Mr. Ludwick responded, explaining that Mrs. Jamison has prepared projections for 2011-2012 and even with these additional funds and an increase in the tax rate by the maximum possible, we still anticipate a deficit for 2011-2012 requiring budget cuts.
- Mr. Santilli thanked the Board, staff and community members for all their support given to the HTSD Education Foundation.

Mays Landing, NJ
October 5, 2010

EXECUTIVE SESSION

Motioned by Mr. Anderson, seconded by Dr. May, to enter into executive session for the purpose of discussion of student matters.

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 student matters. 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.

Voice Vote: (8-0-0) Motion carried.

The Board entered into Executive Session at 7:50 p.m.

The Board reconvened the regular meeting at 8:04 p.m.

ADJOURNMENT

Motioned by Mr. Anderson, seconded by Dr. Erickson, to adjourn the meeting.

Voice Vote: All in favor: (8-0-0) Motion carried.

The Hamilton Township Board of Education meeting adjourned at 8:04 p.m.

Martha J. Jamison, CPA
Board Secretary