

Mays Landing, NJ  
February 1, 2011

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF EDUCATION  
HELD ON FEBRUARY 1, 2011  
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 William Davies Middle School by Mr. Mark Ludwick, Vice President.

**Call  
To  
Order**

Mr. Ludwick 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. Carl Anderson, Mrs. Michelle Befano, Dr. Anne Erickson, Mrs. Barbara Kupp, Mr. Chris Palermo and Mr. Mark Ludwick. Quorum present.

**Roll  
Call**

Members Absent: Mr. Eric Aiken  
Mrs. Kim Melton  
Dr. David May

Also present Mrs. Michelle Cappelluti: Superintendent of Schools  
were: Mrs. Carol Bowen: Acting Board Secretary  
Mr. Louis Greco: Solicitor

**APPROVAL OF MINUTES**

Motioned by Mr. Ludwick, seconded by Mr. Anderson, to approve the regular and executive session minutes of the meeting of January 18, 2011, as per attachment IV-A.

Voice Vote: All in favor (6-0-0)

**CORRESPONDENCE**

Mrs. Cappelluti read a portion of the letter from the Department of Agriculture regarding the recent review of our Food Services operations. The letter

congratulated Mr. Trackman and his staff for an exemplary job in the Food Services Department.

### **PUBLIC COMMENTS**

Gail Harris thanked the Board for accepting her letter of retirement at the last Board meeting.

### **BOARD MEMBER COMMENTS**

Mrs. Kupp and Mr. Ludwick both commented on the touching ceremony at the Shaner library in memory of Dorothy Barresi.

Mrs. Cappelluti then spoke a few words about Mrs. Barresi, as well as the dedication at Shaner.

### **SUPERINTENDENT/STAFF REPORTS**

#### (A) Information Items

##### 1. **Dates to Remember**

- a. **February 1, 2011** – Policy Committee Meeting  
Davies School – 6:00 p.m.
- b. **February 1, 2011** – Board of Education Meeting –  
Davies School – 7:00 p.m.
- c. **February 11, 2011** –Facilities Committee Meeting–  
Davies School – 7:30 a.m.
- d. **February 15, 2011** –Curriculum Committee Meeting–  
Board Office – 6:00 a.m.
- e. **February 15, 2011** – Board of Education Meeting –  
Davies School – 7:00 p.m.
- f. **February 21, 2011** – President’s Day – Schools Closed
- g. **February 24, 2011** – Personnel Committee Meeting –  
Board Office – 5:00 p.m.

#### (B) **Shaner Winter Concert**

- |   |                          |            |
|---|--------------------------|------------|
| ♪ | Team A: February 2, 2011 | 10:00 a.m. |
| ♪ | Team B: February 3, 2011 | 10:00 a.m. |
| ♪ | Team C: February 4, 2011 | 10:00 a.m. |

All performances will be held in the multi-purpose room.

- (C) William Donio, Esquire from the law firm of Cooper Levenson presented an award to Amber Klimecke, a Davies School student, for her holiday card design.
- (D) William Trackman, Supervisor of Food Services, provided a brief overview of the District’s lunch program.
- (E) A presentation on District Restructuring was given by Lisa Dagit, Director of Curriculum, and Jennifer Baldwin, Hess School Principal.

- (F) The 2010-2011 Emergency Management Plan was presented by Glenn Martins, Supervisor of the Child Study Team and Special Education.

## **COMMITTEES AND RECOMMENDATIONS**

### **BUILDING/FACILITIES COMMITTEE – Mrs. Befano**

None

### **CURRICULUM COMMITTEE - Dr. Erickson**

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

1. To approve the 2010-2011 Emergency Management Plan, as per attachment IX-B-1. **Emergency Management Plan**

Roll Call Vote: All in favor: Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mr. Palermo and Mr. Ludwick (6-0-0)

After concerns expressed by Dr. Erickson about the following books, it was motioned by Mr. Anderson, seconded by Mr. Ludwick, to table the following Motion as presented and bring it back to Committee for discussion:

2. To approve the following be added to the approved Hamilton Township School District Book List: **Book Approvals- Tabled**
  - *Catching Fire*: by Suzanne Collins (gr. 8)
  - *Mockingjay*: by Suzanne Collins (gr. 8)
  - *Among the Betrayed*: by Margaret Peterson (gr. 6)

Voice Vote: All in favor (6-0-0).

3. To approve William Davies Middle School staff members to attend on-site professional development workshops relative to the TALENT21 Grant being provided after the contractual school day ends on the dates indicated on attachment IX-B-2. Staff will be paid the hourly rate of \$23.80 as indicated in the 2009-2012 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association (funded by the TALENT21 Grant), as per attachment IX-B-3. **Professional Development Workshop for TALENT21**

Note: staff member names will be provided in a motion after the professional development is completed.

Roll Call Vote: All in favor: Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mr. Palermo and Mr. Ludwick (6-0-0)

### **FINANCE COMMITTEE – Mr. Ludwick**

The following items have been included as informational items:

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|---------------------------------|--|
| <b>Interest Income</b>          | 1. Interest Income for the month of December, 2010, as per attachment IX-C-1.  |
| <b>Receipts</b>                 | 2. Receipts for the month of December, 2010, as per attachment IX-C-2.   |
| <b>Refunds</b>                  | 3. Refunds for the month of December, 2010, as per attachment IX-C-3.  |
| <b>Capital Reserve Interest</b> | 4. Capital Reserve Interest for the month of December, 2010, as per attachment IX-C-4.   |
| <b>Rental Income</b>            | 5. Rental Income for the month of December, 2010, as per attachment IX-C-5.  |
| <b>Miscellaneous Revenue</b>    | 6. Miscellaneous Revenue for the month of December, 2010, as per attachment IX-C-6.  |
| <b>Budget Summary Report</b>    | 7. The monthly Budget Summary Report for December, 2010 has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment IX-C-7. |

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

- |                         |   |
|-------------------------|---|
| <b>Budget Transfers</b> | 8. To approve budget transfers in the amount of \$3,669.08, as per attachment IX-C-8. |
|-------------------------|---|

Roll Call Vote: All in favor: Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mr. Palermo and Mr. Ludwick (6-0-0)

9. 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-9.

**Staff attendance at seminars, workshops and conferences**

Roll Call Vote: All in favor: Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mr. Palermo and Mr. Ludwick (6-0-0)

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

10. To approve the acceptance and utilization of funds received from a private donation for use by the Hess School Special Education Program for the 2010-2011 school year in the amount of \$20,000.00, as per attachment IX-C-10.

**Donation to Hess Special Ed Program**

11. To accept and award the bids for two (2 ) convection steamers and one (1) walk in freezer, as per attachment IX-C-11 and as follows:

**Accept and award bids for steamers/freezer**

- Convection Steamers to Don J. Urie, Associates, with a per unit bid of \$12,989.00.
- Walk in Freezer to MultiTemp with a per unit bid of \$21,650.00.

Roll Call Vote: Four in favor: Mr. Anderson, Mrs. Kupp, Mr. Palermo and Mr. Ludwick.  
Nay: Dr. Erickson and Mrs. Befano (4-2-0)

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

12. To approve the FY2011 No Child Left Behind (NCLB) Revised Application to include all transfers from September 1, 2010 through January 31, 2011 and to include the Revision to Title I based on the 85% requirement that schools in corrective action status must follow (Davies and Hess), as per attachment IX-C-12.

**NCLB Revised Application**

<u>Title</u>	<u>Original Funds</u>	<u>SIA Funds</u>	<u>Total</u>	<u>Reason</u>
Title I	\$408,272	\$0	\$408,272	85% revision
Title IIA	94,388	0	94,388	Transfers
Title IID	697	0	697	No change
Title III	24,169	0	24,169	No change
Title III-IMM	<u>15,201</u>	<u>0</u>	<u>15,201</u>	No change
	\$542,727	\$0	\$542,727	

Roll Call Vote: All in favor: Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mr. Palermo and Mr. Ludwick (6-0-0)

**PERSONNEL/NEGOTIATIONS COMMITTEE – Mr. Palermo**

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

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

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

**Extend homebound instruction** 2. To extend homebound instruction for B.V., a Davies School grade 8 student, from 2-7-11 through 4-4-11, as per attachment IX-D-2.

NOTE: Homebound instruction for B.V. was previously approved on 12-21-10 for the period 12-6-10 through 2-6-11.

**Kid's Corner substitute** 3. To approve Jillian Lewis as a Kid's Corner substitute at the rate of \$10.00/hour.

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

**Resignation of Burgess** 5. To accept a resignation from Susan Burgess, Hess School custodian effective January 31, 2011, as per attachment IX-D-5.

**Kealey observation** 6. To approve Robin Kealey, a Stockton College student to complete a 4 hour observation at the William Davies Middle School in Math, as part of the pre-certification program for the alternate route, as per attachment IX-D-6.

7. To approve local and grant funded extra-curricular activities (clubs and activities) and staff stipends for the 2010-2011 school year, as per attachment IX-D-7. **Extra-curricular activities**

Roll Call Vote: All in favor: Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mr. Palermo and Mr. Ludwick (6-0-0)

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

8. To approve Alba McKenna as a part-time 29.5 hour/week, 12 month custodian, beginning February 2, 2011 through June 30, 2011, Custodial Guide Step 1, for a total annual salary of \$31,127.00, as per attachment IX-D-8. **McKenna - Part-time custodian**  
(Ms. McKenna is a replacement for Susan Burgess who has resigned.)

9. To approve the start date of February 21, 2011 for Mellisa Pashley, a full-time, 10 month Special Education Teacher in the On the Horizon Program. **Pashley, Special Ed Teacher**  
(Ms. Pashley was originally approved on 1-18-11 with a start date which was to be determined pending leave from her current employer.)

Roll Call Vote: All in favor: Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mr. Palermo and Mr. Ludwick (6-0-0)

**POLICY COMMITTEE – Mr. Anderson**

None

**TRANSPORTATION COMMITTEE – Mr. Aiken**

Motioned by Mr. Palermo, seconded by Mr. Anderson, to approve the following Motion as presented:

1. To approve club/activity trips for the 2010-2011 school year, as per attachment IX-F-1. **Club/activity trips**

Roll Call Vote: All in favor: Mr. Anderson,  
Mrs. Befano, Dr. Erickson, Mrs. Kupp,  
Mr. Palermo and Mr. Ludwick (6-0-0)

**RESOLUTIONS**

None

**SOLICITOR'S REPORT**

None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

None

**PUBLIC COMMENTS**

- Mrs. Harris asked if 8<sup>th</sup> grade graduation would take place at the Davies School. Mrs. Cappelluti responded that graduation is always held on the Oakcrest High School field and that is still the plan for this year. However, because of the snow day, the dates have changed and we have to work around the date Oakcrest chooses for their high school graduation. We now have a tentative date and a tentative rain date.
- Mrs. Harris also asked if the dinner dance was being planned. Mr. McCarthy stated that the dance is planned tentatively for May 20.
- Mr. Clark complemented Mr. Trackman on the great job he does with the cafeteria.
- Mr. Santilli, Vice Principal, acknowledged Daniel and Steven Alvarez, two brothers who attend the Davies school who recently received a scholarship through the Tom Fabietti Scholarship Foundation to attend St. Augustine Preparatory School.
- A member of the audience had a question regarding the restructuring at the Hess School. He wanted to know what percentage of schools did not pass and if there was a cost to the district to correct the problem. Mrs. Baldwin responded to his concerns.

**EXECUTIVE SESSION**

Motioned by Mr. Anderson, seconded by Dr. Erickson, to enter into executive session for discussion of legal matters.



Mays Landing, NJ  
February 1, 2011

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 legal 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: (6-0-0) Motion carried.

The Board entered into Executive Session at 8:10 p.m.

The Board reconvened the regular meeting at 8:25 p.m.

Motioned by Mr. Ludwick, seconded by Mrs. Befano, to adjourn the meeting.

Voice Vote: All in favor: (6-0-0) Motion carried.

The Hamilton Township Board of Education meeting adjourned at 8:25 p.m.

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Martha J. Jamison, CPA  
Board Secretary