

Mays Landing, NJ
July 20, 2010

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
HELD ON JULY 20, 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, Mrs. Kim Melton, Mr. Christopher Palermo and Dr. David May. Quorum present.

**Roll
Call**

Members Absent: Mr. Ludwick

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 June 29, 2010, as per attachment IV-A.

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

Motioned by Mr. Anderson, seconded by Dr. Erickson, to approve the regular session minutes of the meeting of July 6, 2010, as per attachment IV-B.

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

CORRESPONDENCE

None

PUBLIC COMMENTS

Mrs. Harris asked about the status of the Duberson School. Mrs. Cappelluti responded that we need an updated appraisal as there is some interest in the building. Dr. May added that there is no plan to raze the building at this time.

BOARD MEMBER COMMENTS

None

SUPERINTENDENT/STAFF REPORTS

(A) Information Items

1. **Dates to Remember**

- a. **July 20, 2010** –Curriculum Committee Meeting – Davies School – 6:00 p.m.
- b. **July 20, 2010** – Board of Education Meeting – Davies School – 7:00 p.m.
- c. **July 28, 2010** – Finance Committee Meeting – Board Office – 8:00 a.m.
- d. **August 3, 2010** – Board of Education Meeting – Davies School – 7:00 p.m.
- e. **August 12, 2010** – Personnel Committee Meeting – Board Office – 5:00 p.m.
- f. **August 13, 2010** – Buildings/Facilities Meeting – Board Office – 7:30 a.m.
- g. **August 17, 2010** – Curriculum Committee Meeting – Board Office – 6:00 p.m.
- h. **August 17, 2010** – Board of Education Meeting – Davies School – 7:00 p.m.

(B) Presentation: Shaner School Data

Given by: Russell Clark, Principal and Lisa Dagit, Director of Curriculum

COMMITTEES AND RECOMMENDATIONS

BUILDING/FACILITIES COMMITTEE – Mrs. Befano

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

- | | |
|--|---|
| Reject bids
for Toilet
Room
Renovations | 1. To reject all bids received for the Shaner Elementary School Toilet Room Renovation Project according to N.J.S.A. 18A:18A:22a, as per attachment IX-A-1. |
|--|---|

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

CURRICULUM COMMITTEE - Dr. Erickson

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

1. To approve the Mathematics and Science Partnership (MSP) Grant awarded to the Mathematics Department at Rowan University in partnership with: GEHRHSD, Galloway, Green Bank, Hamilton, Mullica, and Port Republic, as well as other South Jersey School Districts including Hammonton, Willingboro and Pineland. The three year grant was awarded by the NJDOE to Rowan in the amount of \$592,000 which will be used to offer math and science professional development opportunities in content, curriculum writing and the NJ Core Curriculum Content Standards. The participating districts will receive reimbursement for substitute costs and the teachers will receive stipends for participation in the annual summer institutes. (No cost to the district)
- MSP Grant**

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

FINANCE COMMITTEE – Mr. Ludwick

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

1. To approve budget transfers for the 2009-2010 school year in the amount of \$9,617.44, as per attachment IX-C-1.
 2. 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
- Budget transfers**
- Superintendent's and Board Secretary's certification**

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.

Purchase orders

3. Purchase orders issued for services, supplies and equipment for the 2009-2010 and 2010-2011 school years in the following amounts, as per attachment IX-C-3:

2009-2010 - \$1,625,676.95

2010-2011 - \$1,380,289.32

Bills and payroll

4. To approve the following bills and payroll in the total amount of \$4,790,547.86, as per attachment IX-C-4:

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$11,572.00
10	General Fund/Payroll	267,363.83
11	Current Expense	1,021,213.66
11	Current Expense/Payroll	2,825,801.91
20	Special Revenue	91.98
20	Special Revenue/Payroll	110,276.29
30	Building Projects	409,397.50
50	Cafeteria	119,247.87
50	Kids' Corner	25,582.82

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

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

Travel and Related Expense Reimbursement

5. To approve a resolution for Travel and Related Expense Reimbursement, as per attachment IX-C-5.

NorthStar Appraisal Company

6. To approve a proposal from NorthStar Appraisal Company in the amount of \$6,500.00 to update the Duberson School property appraisal, as per attachment IX-C-6.

Itinerant /Shared Services

7. To approve an Itinerant/Shared Services Agreement between the Hamilton Township Board

of Education and the Atlantic County Special Services School District Board of Education for the period September 1, 2010 through June 30, 2011, as per attachment IX-C-7.

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

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

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|----|--|---|
| 8. | To approve a tuition contract with Pineland Learning Center for the Extended School Year Program for one (1) student, effective July 1, 2010 through June 30, 2011, at a total cost of \$6,702.30 (\$223.52 per diem for 30 days). | Tuition Contract with Pineland Learning Center |
| 9. | To approve Out-of-District Placements for the 2010-2011 school year, as per attachment IX-C-9. | Out-of-District Placements |

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs. Kupp, Mrs. Melton, Mr. Palermo 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. Palermo, seconded by Mrs. Befano, to approve the following Motions as presented:

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|----|--|---|
| 1. | To approve Kristin Napolitano as a Hess School part-time Speech Language Specialist for the 2010-2011 school year, MA Step 5, 29.5 hours/week beginning September 1, 2010 through June 30, 2011, at a total annual salary of \$38,031.00.
This position is funded through the ARRA Grant.
(Ms. Napolitano is a replacement for Ashley Fuhs.) | Kristin Napolitano, Speech Language Specialist |
| 2. | To approve Ashley Fuhs as a full-time Shaner School Speech Language Specialist for the 2010-2011 school year, BA, Step 1, beginning | Ashley Fuhs, Speech Language |

September 1, 2010 through June 30, 2011, at a total annual salary of \$43,060.00. This position is funded through the ARRA Grant. (Ms. Fuhs is a replacement for Karen Fink who is on maternity leave.)

School Social Worker Internship

3. To approve a School Social Worker Internship for Mellisa Hoffner, a Stockton College student required to complete 500 hours during the 2010-2011 school year, as per attachment IX-D-3.

JoAnn Bisciegli, Administrative Secretary

4. To approve JoAnn Bisciegli as an Administrative Secretary at the Hess School beginning October 1, 2010, Step 12, at a total annual salary of \$42,727.00, pro-rated, as per attachment IX-D-4. (Ms. Bisciegli will be a replacement for Suzanne Cirigliano who is retiring.)

James Stollenwerk, part-time custodian

5. To approve James Stollenwerk as a part-time custodian, 29.5 hours/week, 12 months, beginning August 2, 2010 through June 30, 2011, Step 1, at a total annual salary of \$17,695.00, pro-rated, as per attachment IX-D-5. (Mr. Stollenwerk is a replacement for Kurtis Von Hess)

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

Motioned by Mr. Palermo, seconded by Mrs. Befano, to approve the following Motions as presented:

Emergent Hiring of James Stollenwerk

6. To approve the following applicant for emergent hiring and applicant's attestation that he has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1:

James Stollenwerk – Part-time Custodian

Summer Curriculum Work

7. To approve staff members to complete Summer Curriculum Work at the hourly rate of \$48.15 during the summer of 2010 (not to exceed 25 hours per person, per role), as per attachment IX-D-7. This rate is the identified rate for Curriculum

Development in the 2009–2012 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association.

8. To approve staff members to complete Summer Curriculum Work relative to the TALENT 21 Grant at the hourly rate of \$48.15 during the summer of 2010 (not to exceed 50 hours per person), as per attachment IX-D-8. This rate is the identified rate for Curriculum Development in the 2009–2012 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded through the TALENT21 Grant. **Summer Curriculum Work for Talent21 Grant**
9. To approve selected staff members to participate in Professional Development Workshops relative to the TALENT21 Grant during the summer of 2010 (not to exceed 25 hours each), as per attachment IX-D-9, and to be paid at the hourly rate of \$23.11, as indicated in the 2009-2012 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded through the TALENT21 Grant. **Professional Development Workshop for Talent21 Grant**
10. To approve selected staff members to participate in Professional Development Workshops during the summer of 2010 (not to exceed 25 hours each), as per attachment IX-D-10, and to be paid at the hourly rate of \$23.11, as indicated in the 2009-2012 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. **Professional Development Workshops**

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

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

11. To approve staff members to receive payment for summer participation on the TALENT21 Grant's **Talent21 Grant-Summer work**

School Based Planning Team at the hourly rate of \$48.15, as per attachment IX-D-11. This rate is identified in the 2009-2012 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded through the TALENT21 Grant.

**Rowan Math/
Science
Grant
Partnership**

12. To approve the teachers listed below to participate in Year 1 of the Rowan Math/Science Grant Partnership. Upon final NJDOE approval, the Grant Program is scheduled to begin in August 2010. Participating teachers will receive stipends of \$175 per day from Rowan University for participation in the ten day Summer Institute scheduled for August 9th to August 20th from 9:00 AM to 4:00 PM. Nine professional development days are planned during the school year including four days of on-site coaching by Rowan University Professors. (Substitute costs will be paid by the Rowan MSP Grant - No cost to the district.)

Math

Amy Gold (Gr. 3)
Deanna Allen (Gr. 8)

Science

Kelly Petrucci (K)
Sheila Fleischer (Gr. 8)

**Janel
Schafer,
ETIS for
Talent21
Grant**

13. To approve to pay Janel Schafer, Educational Technology Integration Specialist (ETIS), for the TALENT21 Grant for 30 days of work during the summer of 2010 at the per diem rate of \$278.67, as stated in the NJDOE approved TALENT21 Grant's budget. This is funded via the TALENT21 Grant.

**School
Psychology
Internship**

14. To approve a School Psychology Internship for Courtney Pancari, a Rowan University student, to fulfill a 1200 hour internship beginning September, 2010 through June, 2011, as per attachment IX-D-14.

**Janine
Brockman,
Camp
Counselor**

15. To approve Janine Brockman as a Camp Blue Star Counselor, year 1, at the rate of \$12.00/hour.

Roll Call Vote: All in favor: Mr. Aiken,
Mr. Anderson, Mrs. Befano, Dr. Erickson, Mrs.

Kupp, Mrs. Melton, Mr. Palermo and Dr. May
(8-0-0)

POLICY COMMITTEE – Mr. Anderson

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

1. To approve Policy #6360 – Political Contributions- on first reading, as per attachment IX-E-1. **Policy #6360**
2. To approve Policy #6422 – Budget Transfers - on first reading, as per attachment IX-E-2. **Policy #6422**
3. To approve Regulation #6422 – Budget Transfers- on first reading, as per attachment IX-E-3. **Regulation #6422**
4. To approve Policy #6740 – Reserve Accounts - on first reading, as per attachment IX-E-4. **Policy #6740**
5. To approve Regulation #6740 – Reserve Accounts - on first reading, as per attachment IX-E-5. **Regulation #6740**
6. To approve Policy #8420 – Emergency and Crisis Situations - on first reading, as per attachment IX-E-6. **Policy #8420**
7. To approve Regulation #8420.1 – Fire and Fire Drills - on first reading, as per attachment IX-E-7. **Regulation #8420.1**
8. To approve Regulation # 3270 – Lesson Plans and Plan Books - on first reading, as per attachment IX-E-8. **Regulation #3270**
9. To approve Policy #1110 – District Organizational Chart - on first reading, as per attachment IX-E-9. **Policy #1110**
10. To approve Regulation # 5230 – Late Arrival and Early Dismissal - on first reading, as per attachment IX-E-10. **Regulation #5230**

TRANSPORTATION COMMITTEE – Mr. Aiken

Motioned by Mr. Aiken, seconded by Mrs. Befano, to approve the following Motions as presented:

- Route #MS-ESY**
1. To approve an amendment to the jointure contract between the Greater Egg Harbor Regional High School District and the Hamilton Township School District for ESY (Extended School Year) Quoted Route #MS-ESY. This jointure agreement was cancelled after the first day of transportation on July 6 to July 7, 2010 and will reflect the change in cost from \$3,520.00 to a total of \$176.00.
- GEH06 Route #OA06**
2. To approve an amendment to the jointure contract between the Greater Egg Harbor Regional High School District and the Hamilton Township School District for ESY (Extended School Year) contract GEH06 Route #OA06. This jointure agreement has been modified to reflect the addition of another student to the route, lowering the total cost from \$2,985.10 to \$2,189.07.

RESOLUTIONS

None

SOLICITOR'S REPORT

None

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS

Mr. Martins advised the Board that the Extended School Year is going very well and invited the Board members to stop by to see what happens during the summer.

Mr. Muldoon advised that professional development through the Talent21 grant is underway and invited the Board members to visit on August 10-12 when the next presenter will be in district.

Mays Landing, NJ
July 20, 2010

EXECUTIVE SESSION

Motioned by Mr. Anderson, seconded by Mr. Aiken, to enter into executive session for the purpose of discussion of personnel.

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

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

The Board entered into Executive session at 7:49 p.m.

The Board reconvened the regular meeting at 8:43 p.m.

ADJOURNMENT

Motioned by Dr. May, 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 8:43 p.m.

Martha J. Jamison, CPA
Board Secretary