

Mays Landing, NJ
August 3, 2010

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
HELD ON AUGUST 3, 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, Dr. Anne Erickson, Mrs. Barbara Kupp, Mr. Mark Ludwick, Mr. Christopher Palermo and Dr. David May. Quorum present.

**Roll
Call**

Members Absent: Mrs. Michelle Befano and Mrs. Kim Melton

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

APPROVAL OF MINUTES

Motioned by Dr. May, seconded by Dr. Erickson, to approve the regular and executive session minutes of the meeting of July 20, 2010, as per attachment IV-A.

Roll Call Vote: Six in favor for Executive Session: Mr. Aiken, Mr. Anderson, Dr. Erickson, Mrs. Kupp, Mr. Palermo and Dr. May. Abstained: Mr. Ludwick (6-0-1).

Five in favor for Regular Session: Mr. Anderson, Dr. Erickson, Mrs. Kupp, Mr. Palermo and Dr. May. Abstained: Mr. Aiken and Mr. Ludwick (5-0-2).

CORRESPONDENCE

None

PUBLIC COMMENTS

Mrs. Harris questioned agenda item #2 under Personnel. Mrs. Cappelluti explained that Mr. Gatto is being hired for this short period only as a replacement for a teacher on maternity leave.

BOARD MEMBER COMMENTS

None

SUPERINTENDENT/STAFF REPORTS

(A) Information Items

1. **Dates to Remember**

- a. **August 3, 2010** – Policy Committee Meeting – Davies School – 6:30 p.m.
- b. **August 3, 2010** – Board of Education Meeting – Davies School – 7:00 p.m.
- c. **August 12, 2010** – Personnel Committee Meeting – Board Office – 4:00 p.m.
- d. **August 13, 2010** – Facilities Meeting – Board Office – 7:30 a.m.
- e. **August 17, 2010** – Curriculum Committee Meeting – Board Office – 6:00 p.m.
- f. **August 17, 2010** – Board of Education Meeting – Davies School – 7:00 p.m.
- g. **September 1 & 2, 2010** – Teacher In-Service Days
- h. **September 6, 2010** – Labor Day – Schools Closed
- i. **September 7, 2010** – First Day for Students
- j. **September 7, 2010** – Board of Education Meeting – Davies School – 7:00 p.m.
- k. **September 9, 2010** – Personnel Committee Meeting – Board Office – 5:00 p.m.
- l. **September 10, 2010** – Facilities Committee Meeting – Board Office – 7:30 a.m.
- m. **September 21, 2010** – Curriculum Committee Meeting – Board Office – 6:00 p.m.
- n. **September 21, 2010** – Board of Education Meeting – Davies School – 7:00 p.m.

(B) New Homes and Certificates of Occupancy for the month of June, 2010, as per attachment VIII-B.

(C) Student Orientation/Open House

- Shaner School - Kindergarten Orientation – September 2, 2010
Kindergarten: 9:30 a.m. to 10:30 a.m.

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- Hess School - Pre-School Orientation – September 2, 2010
AM Students 10:45 a.m. to 11:45 a.m.
PM Students 1:00 p.m. to 2:00 p.m.

 - Davies School - Grade 6 Orientation – August 11, 2010
Groups A-L 6:00 p.m. to 7:00 p.m.
Groups M-Z 7:15 p.m. to 8:15 p.m.
- (D) Fairleigh Dickinson University Student Research Study entitled “Statewide Effects of Response to Intervention on Special Education Referrals and Specific Learning Disability Eligibility: A Survey of Practice,” as per attachment VIII-D.
- (E) Presentation: Davies School Data
Given by: Michael Muldoon, Principal
Melanie Cox, Vice Principal, Grade 6
Steve Santilli, Vice Principal, Grade 7
Patrick McCarthy, Vice Principal, Grade 8

The presentation was followed by discussion and questions from the Board.

COMMITTEES AND RECOMMENDATIONS

BUILDING/FACILITIES COMMITTEE – Mrs. Befano

The following item has been included as an informational item:

1. Project Update as per attachment IX-A-1.

CURRICULUM COMMITTEE - Dr. Erickson

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

1. To approve *The Hunger Games*: by Suzanne Collins (Grade 8) to be added to the approved Hamilton Township School District Book List. ***The Hunger Games: by Suzanne Collins***

Dr. Erickson expressed her concerns about this book prior to the vote. There was brief discussion.

Roll Call Vote: Four in favor: Mr. Aiken, Mrs. Kupp, Mr. Ludwick and Dr. May. Nay: Mr. Anderson, Dr. Erickson and Mr. Palermo. (4-3-0)

The following item has been included as an informational item:

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| Bilingual Program Waiver | 2. Hamilton Township School District's 2010-2011 Bilingual Program Waiver request has been approved by the New Jersey Department of Education, Office of Student Achievement & Accountability, as per attachment IX-B-2. |
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FINANCE COMMITTEE – Mr. Ludwick

The following items have been included as informational items:

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

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

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| Tuition Contract for Pineland Learning Center | 8. To approve a tuition contract with Pineland Learning Center for the 2010-2011 school year for one (1) student, with educational services beginning September 7, 2010 through June 30, 2011, at a total cost of \$44,055.00 (\$244.75 per diem for 180 days). |
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| 9. | To approve an agreement with Atlantic County Special Services School District for transportation services as needed during the 2010-2011 school year, as per attachment IX-C-9. | Agreement with ACSSSD for transportation services |
| 10. | To approve a contract with Paul's Commodity Hauling, Inc. and the Hamilton Township Board of Education for the 2010-2011 school year to haul state commodities from Safeway Cold Storage to the Hamilton Township School District, as per attachment IX-C-10. | Contract with Paul's Commodity Hauling, Inc. |
| 11. | To approve the re-evaluation of three (3) out-of-district special education students at Atlantic County Special Services School District (ACSSSD) to be conducted in January and March, 2011 at the cost of \$302.00 per re-evaluation, as per attachment IX-C-11. | Re-evaluation of three ACSSSD Students |

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

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

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| 12. | To approve the shared costs associated with the plan preparation for the Early Childhood Education Facility/Open Space Land Acquisition between the Township of Hamilton and the Hamilton Township Board of Education not to exceed \$6,237.00, as per attachment IX-C-12. | Early Childhood Education Facility/Open Space Land Acquisition |
| 13. | To approve a tuition contract with Atlantic County Special Services School District for the Extended School Year Program at a cost of \$100/diem for 12 students, commencing July 6, 2010 and ending August 2, 2010, for a total cost of \$24,000.00. | Tuition contract with ACSSSD for Extended School Year |
| 14. | To approve tuition contracts with Atlantic County Special Services School District for the 2010-2011 school year in the following amounts: | Tuition contracts with ACSSSD |
| | Multiply Disabled | \$33,300.00 |
| | Pre-school Disabled-Full Time | \$32,040.00 |
| | Autistic | \$40,140.00 |
| | Severe Cognitive Impaired | \$36,000.00 |

**Insurance
Contribution**

15. Motion to approve the following Resolution:

RESOLUTION

BE IT RESOLVED, that the Hamilton Township Board of Education, as outlined in Chapter 2, P.L. 2010, agree for purposes of the 1.5% health insurance contribution mandated by the State, the following members to be aligned with the following collective bargaining units:

Board Office Staff with the Hamilton Township Education Association (HTEA), and the School Business Administrator with the Hamilton Township Administrators' Association (HTAA), and that their deductions begin upon expiration of those contracts on June 30, 2012.

**INVO, Inc.
Contract**

16. To approve a Contract between the Hamilton Township Board of Education and INVO, Inc. for Occupational Therapy services for the Extended School Year program at the rate of \$85.00/hour, not to exceed 8 hours/week for five weeks, as per attachment IX-C-16. Kimberly S. Roig has been selected as the individual to provide those services.

**Award Fire
Alarm System
Bid to Carter
Bros.**

17. To accept and award the 2010-2011 Service and Testing to Fire Alarm System bid to Carter Bros. in the total bid amount of \$8,547.00, as per attachment IX-C-17.

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

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:

**Salary
adjustment-
Manalang**

1. To approve a salary adjustment for Elen Manalang, Personnel Director, to \$42,000.00/year beginning July 1, 2010.

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| 2. | To approve David Gatto as a full-time Grade 3 teacher beginning September 1, 2010 through October 22, 2010, MA, Step 1 for a total annual salary of \$45,880.00, pro-rated, as per attachment IX-D-2.
(Mr. Gatto is a replacement for Kimberly Chait who is on maternity leave.) | Gatto - Grade 3 Teacher |
| 3. | To approve a one hour/day increase for Judith Crawford, cafeteria worker, to accommodate the additional lunch period at the Shaner School for the 2010-2011 school year. This will change Ms. Crawford's hours from 2 hours/day to 3 hours/day, Food Service, Step 5, for a total annual salary of \$9,762.00, funded through the Food Service Department, as per attachment IX-D-3. | Increase hours for Crawford |
| 4. | To approve a Job Description for School Resource/Attendance Officer, as per attachment IX-D-4. | Job Description for School Resource/Attendance Officer |
| 5. | To approve a stipend for Mary Alyse Strother as the District's Substitute caller for the 2010-2011 school year in the amount of \$9,000.00. | Stipend for Strother |
| 6. | To approve Madeline Parent as the Substitute Sub caller for the 2010-2011 school year at the rate of \$50.00/day. | Parent - Substitute Sub caller |

Roll Call Vote: Item #1 - Six in favor: Mr. Aiken, Mr. Anderson, Dr. Erickson, Mrs. Kupp, Mr. Ludwick and Dr. May. Nay: Mr. Palermo. (6-1-0)

Items #2 to #6 - All in favor: Mr. Aiken, Mr. Anderson, Dr. Erickson, Mrs. Kupp, Mr. Ludwick, Mr. Palermo and Dr. May. (7-0-0)

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

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| 7. | To approve payment of a stipend in the amount of \$750.00 for the 2009-2010 school year to Jose Alemany who possesses a Black Seal License, as per attachment IX-D-7.
(Mr. Alemany was inadvertently omitted from the | Stipend for Alemany for Black Seal License |
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list approved at the June 29, 2010 Board Meeting.)

Internal transfer for Graff

8. To approve an internal transfer for Lauren Graff from the Davies School to the Shaner School beginning September 1, 2010.

Internal transfer for Gildiner

9. To approve an internal transfer for Jeffrey Gildiner from the Shaner School to the Davies School beginning September 1, 2010.

Donio to provide hours for Wilson Foundations

10. To approve Deborah Donio to provide 4.5 hours of in-house professional development relative to Wilson Foundations to staff on July 29, 2010 at the rate of \$26.00/hour as provided for in the 2009-2012 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association (*funded by NCLB FY10 Title I*).

Salaries for HTSCDA

11. To approve the 2010-2011 salaries for the Hamilton Township Supervisors, Coordinators and Directors Association (H.T.S.C.D.A.), as per attachment IX-D-11. A correction was made to add longevity to the salaries.

Roll call vote: Items #7 to #10 - All in favor: Mr. Aiken, Mr. Anderson, Dr. Erickson, Mrs. Kupp, Mr. Ludwick, Mr. Palermo and Dr. May. (7-0-0)

Item #11 - Six in favor: Mr. Aiken, Mr. Anderson, Dr. Erickson, Mrs. Kupp, Mr. Ludwick and Dr. May. Nay: Mr. Palermo. (6-1-0)

POLICY COMMITTEE – Mr. Anderson

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

Policy #5111

1. To approve Policy #5111 – Eligibility of Resident/Nonresident Pupils - on first reading, as per attachment IX-E-1.

Regulation #5111

2. To approve Regulation #5111 – Eligibility of Resident/Nonresident Pupils - on first reading, as per attachment IX-E-2.

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

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

TRANSPORTATION COMMITTEE – Mr. Aiken

None

RESOLUTIONS

None

SOLICITOR'S REPORT

Mr. Greco advised that the Board of Directors of Atlantic Human Resources has approved the agreement to purchase the Mizpah property. It will be on the August 17 agenda for Board approval.

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UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS

Mrs. Harris asked about the job description for the School Resource/Attendance Officer. Mrs. Cappelluti responded, explaining that as the district has grown our needs have changed now requiring our attendance officer to have additional skills.

ADJOURNMENT

Motioned by Mr. Anderson, seconded by Mr. Ludwick, to adjourn the meeting.

Voice Vote: All in favor: (7-0-0) Motion carried.

The Hamilton Township Board of Education meeting adjourned at 8:07 p.m.

Martha J. Jamison, CPA
Board Secretary