

Mays Landing, NJ
March 27, 2012

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
MARCH 27, 2012
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 Dr. Anne Erickson, President.

**Call
To
Order**

Dr. Erickson 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. Mechanical devices are being used to both audiotape and videotape this meeting.

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

**Roll
Call**

Members Absent: Mr. Mark Ludwick

Also present Mrs. Michelle Cappelluti: Superintendent of Schools
were: Mrs. Martha Jamison: Board Secretary

APPROVAL OF MINUTES

Motioned by Mr. Anderson, seconded by Mr. Aiken, to approve the executive session minutes, as corrected, of the meeting of February 7, 2012, as per attachment V-A.

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

Motioned by Dr. Erickson, seconded by Mrs. Befano, to approve the minutes of the regular and executive session meetings of February 21, 2012, as per attachment IV-B.

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

CORRESPONDENCE

Mrs. Capone thanked Mrs. Jefferes for her lovely email thanking her for being a guest reader in her classroom. She complimented Mrs. Jefferes on her classroom and inspirational students. Dr. Erickson commented on this wonderful program and thanked all the Board members who participated. Mrs. Cappelluti thanked the Shaner School students for their thank you notes which were sent to her for being a guest reader in their classroom.

PUBLIC COMMENTS

Members of the public questioned the cost of and the budgeted amount for the energy savings program. Mrs. Jamison advised that approximately \$142,000 was budgeted, with an equal reduction in the cost of utilities. When questioned, she confirmed that the Board has not approved the contract with Energy Education, Inc. at this time. Dr. Erickson added that the budgeted funds can be adjusted, if needed, during the year.

Members of the public asked if they would be given an opportunity to ask questions immediately following the budget presentation, with Dr. Erickson and Mrs. Cappelluti responding that they would.

BOARD MEMBER COMMENTS

Mrs. Kupp thanked Mrs. Gildner for her work in organizing yesterday's successful blood drive at Shaner School.

Dr. Erickson advised that she participated in the Preschool Mystery Reader Program and that she attended a very beneficial parent meeting at Hess School aimed at assisting parents in how to become more involved in their child's education.

Mrs. Capone congratulated Kaitlin Bond who represented the District in the school dialogue program sponsored by NJ School Boards Association. She also thanked the Board for allowing her to attend the Lighthouse Project last weekend which was very enlightening. She asked employees to feel free to make comments regarding District safety and that they should always advise the Board of their concerns. She then asked for Board comment. Dr. Erickson stated that she spoke to Mrs. Cappelluti about Shaner School in particular, and that she is confident the Administration will make every effort to address the concerns. Mrs. Cappelluti added that she has an open door policy and will always listen to staff when they have concerns.

Dr. Erickson spoke of the Lighthouse Project and how knowledgeable and informative the speakers were.

SUPERINTENDENT/STAFF REPORTS

Mrs. Cappelluti advised the Board that she sent a letter to Kaitlin Bond congratulating and thanking her for her contribution to the wonderful program recently held by the Atlantic County School Boards Association.

She also informed the Board that the books which they had requested to be dedicated to the library are on display.

(A) Information Items

1. **Dates to Remember**

- a. **March 27, 2012** – Curriculum Committee Meeting – Board Office – 6:00 p.m.
- b. **March 27, 2012** – Board of Education Meeting and Public Hearing on the Budget – Davies School – 7:00 p.m.
- c. **March 28, 2012** – Finance Committee Meeting – Board Office – 5:30 p.m.
- d. **March 28, 2012** – Davies Performing Arts Night – Davies Cafetorium – 7:00 p.m.
- e. **April 3, 2012** – Board of Education Meeting – Davies School – 6:00 p.m./ Andrea Lawful Trainer – 7:00 p.m./Board Meeting
- f. **April 11, 2012** – Personnel Committee Meeting – Board Office – 5:00 p.m.
- g. **April 13, 2012** – Facilities Committee Meeting – Board Office – 7:30 a.m.
- h. **April 24, 2012** – Curriculum Committee Meeting – Board Office – 6:00 p.m.
- i. **April 24, 2012** – Board of Education Meeting – Davies School – 7:00 p.m.
- j. **May 1, 2012** – Policy Committee Meeting – Davies School – 6:00 p.m. *TENTATIVE*
- k. **May 1, 2012** – Board of Education Meeting – Davies School – 7:00 p.m.

(B) Harassment, Intimidation and Bullying Incident Log, as per attachment VIII-B.

(C) Student Discipline Reports for the month of February, 2012, as per attachment VIII-C. Mr. Anderson questioned the number of 8th grade repeat offenders.

(D) New Homes and Certificates of Occupancy for the month of February, 2012, as per attachment VIII-D.

(E) 2012-2013 Budget Presentation given by Michelle M. Cappelluti, Superintendent, and Martha J. Jamison, Business Administrator.

The meeting was temporarily recessed because of a medical emergency.

The presentation was then concluded with an opportunity for the Board members and members of the public to ask questions regarding the budget. Following questions concerning the budget which were answered by Mrs. Cappelluti and Mrs. Jamison,

Dr. Erickson allowed for a public comment period because of the lateness of the meeting.

PUBLIC COMMENTS

Various staff members and members of the public commented on the following concerns:

- Comments concerning school safety and requests for administrative support.
- Comments concerning the contract for school volunteers.
- Comments concerning issues with difficult students who may exhibit violent behaviors or lack of discipline.
- Comment criticizing the curriculum changes at Shaner School during the 2010-2011 school year.
- Comment asking the Board for more transparency.
- Comments regarding the budget and negotiations.

Mrs. Baldwin spoke of the following:

- Commended Mr. Wellington and Mrs. Bucknam for their work with the strengthening families program.
- Commended Mrs. Aleszczyk for arranging to bring an Olympic Gold Medalist in women's soccer into the District to speak to the students.
- Commended Mrs. LoPresto, Mrs. Farrell and Mrs. Russomanno for their assistance with Preschool Literacy Day.
- The Green House is collecting used sneakers for Nike as a fundraising project.
- April 2, 2012 at 6:00 p.m. is a parent workshop on the Readers/Writers Workshop. Let her know if you would like to attend or have questions.

COMMITTEES AND RECOMMENDATIONS

FACILITIES COMMITTEE – Mrs. Befano

None

CURRICULUM COMMITTEE – Mrs. Kupp

None

FINANCE COMMITTEE – Mr. Ludwick

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

1. Resolution #39 of the Hamilton Township Board of Education to Adopt a Tentative Budget

**Tentative
Budget**

The Board of Education of Hamilton Township hereby adopts the following

tentative budget for the 2012-2013 school year:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

Anticipated Enrollment : 3,193

Expenditures

Revenue

General Fund

General Current Expense	\$40,742,647	Budgeted Fund Balance	\$2,195,010
Capital Outlay	286,861	Local Tax Levy	16,235,299
Charter Schools	192,297	Miscellaneous Revenue	174,806
		State Aid	22,546,690
		Federal Aid	70,000

Special Revenue Fund

Special Revenue Fund	1,772,917	Transfers from Operating Budget - PreK	102,194
		State Aid	386,188
		Federal Aid	1,284,535

Debt Service Fund

Repayment of Debt	4,619,057	Local Tax Levy	3,054,898
		State Aid	1,328,380
		Transfers from Other Funds	188,807
		Transfers from Capital Reserve	46,972
Total Expenditures	\$47,613,779	Total Revenues	\$47,613,779

As per N.J.A.C. 6A:23B-1.2(b), the proposed budget provides for a maximum expenditure

amount that may be allotted for travel and expense reimbursement.

The 2012-13 tentative budget includes a maximum travel appropriation of \$120,000.00. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

Included in the 2012-13 proposed budget is a maximum regular business travel amount of \$1,500.00 per employee.

Report of Receipts and Expenditures

2. To approve the Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 for the month of February, 2012. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of February, 2012, as per attachment IX-C-2.

There was some discussion regarding the Resource Officer Position and the possibility of renovating the remaining older bathrooms at Shaner School.

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

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

Board Secretary's Report

3. To approve the Board Secretary's Report for the period ending February 29, 2012. Pursuant to N.J.A.C. 6A:23-2.11(c)4, the Hamilton Township Board of Education certifies that as of February 29, 2012, 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-3.

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

The following items have been included as informational items:

- | | | |
|-----|---|---------------------------------|
| 4. | Interest Income for the month of February, 2012, as per attachment IX-C-4. | Interest Income |
| 5. | Receipts for the month of February, 2012, as per attachment IX-C-5. | Receipts |
| 6. | Refunds for the month of February, 2012, as per attachment IX-C-6. | Refunds |
| 7. | Capital Reserve Interest for the month of February, 2012, as per attachment IX-C-7. | Capital Reserve Interest |
| 8. | Rental Income for the month of February, 2012, as per attachment IX-C-8. | Rental Income |
| 9. | Miscellaneous Revenue for the month of February, 2012, as per attachment IX-C-9. | Miscellaneous Revenue |
| 10. | The monthly Budget Summary Report for February, 2012, has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment IX-C-10. | Budget Summary |

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

- | | | |
|-----|--|--|
| 11. | To approve budget transfers in the amount of \$6,000.00, as per attachment IX-C-11. | Budget Transfers |
| 12. | 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 | Superintendent's and Board Secretary's Report |

submitted bills, and further that all goods and services have been previously received.

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

The following item has been included as an informational item:

- Purchase orders** 13. Purchase orders issued for services, supplies and equipment in the amount of \$888,230.93, as per attachment IX-C-13.

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

- Bills and payroll** 14. To approve the following bills and payroll in the total amount of \$3,777,180.22, as per attachment IX-C-14:

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$22,775.00
10	General Fund/Payroll	214,870.04
11	Current Expense	1,142,870.98
11	Current Expense/Payroll	2,020,183.62
12	Capital Outlay	4,888.00
18	Education Jobs/Payroll	75,265.29
20	Special Revenue	83,432.58
20	Special Revenue/Payroll	44,362.48
30	Building Projects	230.00
50	Cafeteria	140,266.61
50	Kids' Corner	24,575.76
50	Community Education	3,284.86
50	Camp Blue Star	175.00

- Travel and Related Expense Reimbursement** 15. To approve a resolution for Travel and Related Expense Reimbursement, as per attachment IX-C-15.

- Staff attendance at seminars, workshops & conferences** 16. To approve staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2011-2012 school year, as per attachment IX-C-16.

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

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

17. To approve the following out-of-district placements, as per attachment IX-C-17: **Out-of-district placements**

Pineland Learning Center – Student #11-12-37 in the amount of \$41,887.00

Katzenbach School for the Deaf – Student #11-12-38 in the amount of \$139,539.00 for tuition and residential costs and \$32,000.00 for a Paraprofessional

Atlantic County Special Services – Student #11-12-36 in the amount of \$33,120.00 for tuition (pro-rated) and \$48,600.00 for a Nurse (pro-rated).

18. To approve the FY2012 Amended IDEIA Application to include FY2011 carryover funds in the following amounts, as per attachment IX-C-18: **Amended IDEIA Application**

	<u>Original Funds</u>	<u>Carryover</u>	<u>Total</u>
IDEIA-Basic	\$790,899.00	\$43,343.00	\$834,242.00
IDEIA-Preschool	<u>32,635.00</u>	<u>0.00</u>	<u>32,635.00</u>
	\$823,534.00	\$43,343.00	\$866,877.00

19. To award the bid for the Acrosonic Spinnet Piano to Judy Testa for the bid amount of \$108.00, as per attachment IX-C-19. **Award piano**

20. To approve Resolution #40 authorizing withdrawal from Capital Reserve for additional costs for the door replacement project, as per attachment IX-C-20. **Resolution #40**

21. To accept the 2011-2015 Race to the Top Phase 3 (RTTT3) funds in the amount of \$37,317.00, as per attachment IX-C-21. **Race to the Top Phase 3**

**RTTT3 Grant
Application**

22. To approve and submit the 2011-2015 Race to the Top Phase 3 (RTTT3) Grant Application, as per attachment IX-C-22.

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

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

**Maximum
Travel
Expenditure**

23. To approve the following Resolution:

**RESOLUTION
MAXIMUM TRAVEL EXPENDITURE**

WHEREAS, pursuant to N.J.S.A. 18A:11-12, in each pre-budget year, the Hamilton Township Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded; and

WHEREAS, the Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by Federal, State and local funds; and

WHEREAS, the Board of Education has established a maximum travel expenditure amount of \$120,000.00 supported by State and local funds, for the 2011-2012 school year; and

WHEREAS, the Board of Education has expended \$43,121.98 of this maximum through March 27, 2012; therefore, be it

RESOLVED, that the Hamilton Township Board of Education hereby establishes the maximum travel expenditure amount for the 2012-2013 school year as \$120,000.00.

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

PERSONNEL/NEGOTIATIONS COMMITTEE – Dr. May

All personnel actions are being taken by the recommendation of the Superintendent.

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

1. To approve district substitutes for the 2011-2012 school year, as per attachment IX-D-1. **District substitutes**
2. To approve homebound instruction for the 2011-2012 school year, as per attachment IX-D-2. **Homebound instruction**

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

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

3. To accept a notice of retirement from Sandra Santa Maria, Shaner School teacher, effective July 1, 2012 with her last day of employment to be June 30, 2012, as per attachment IX-D-3. **Retirement of Santa Maria**

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

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

4. To approve Shaun Laurito as a part-time, 29 hours/week Davies School Paraprofessional for the period March 8, 2012 through June 30, 2012, Step 1, for a total annual salary of \$13,382.00, pro-rated, as per attachment IX-D-4. **Laurito, part-time paraprofessional**

Mr. Laurito is a replacement for Jessica Myers who has resigned.

Revised Job Descriptions

5. To approve revised job descriptions for the following positions, as per attachment IX-D-5:
- Food Service Worker
 - Food Service Cashier

There was some discussion over the job descriptions, with a clarification requested from Mr. Trackman.

Motioned by Dr. May, seconded by Mrs. Befano, to table Item #5.

Roll Call Vote to Table Item #5: Seven in favor: Mr. Aiken, Mrs. Befano, Mrs. Capone, Mrs. Kupp, Dr. May, Mrs. Melton, and Dr. Erickson. Nay: Mr. Anderson (7-1-0)

Roll Call Vote for Item #4: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Befano, Mrs. Capone, Mrs. Kupp, Dr. May, Mrs. Melton, and Dr. Erickson. (8-0-0)

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

Resignation of Pennington

6. To approve the resignation of Kimberly Pennington, Shaner School part-time paraprofessional, effective March 16, 2012 with her last day of work to be March 22, 2012, as per attachment IX-D-6.

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

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

Maternity Leave for Travis

7. To extend the maternity leave of Jennifer Travis, Hess School Special Education teacher, through the end of the school year. Ms. Travis is requesting to use NJ Family

Leave from April 30, 2012 through May 14, 2012 and child rearing leave from May 15, 2012 through the end of the 2011-2012 school year, as per attachment IX-D-7.

8. To extend an employment contract for Laura Verzi-Aleszczyk, Hess School Grade 5 Special Education teacher, from May 2, 2012 through June 30, 2012. Ms. Verzi-Aleszczyk is a replacement for Jennifer Travis who is extending her maternity leave of absence. **Extend employment contract for Verzi-Aleszczyk**
9. To approve staff members to provide in-house professional development to staff during the March in-service days 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, as per attachment IX-D-9. This is funded through a combination of NCLB FY12 and local funds. **In-house professional development**

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

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

10. To accept a notice of resignation from Martha J. Jamison, Business Administrator/Board Secretary, effective March 22, 2012 with her last day of employment on June 1, 2012, as per attachment IX-D-10. **Resignation of Jamison**

Roll Call Vote: In favor: Mr. Aiken, Mrs. Befano, Mrs. Capone, Mrs. Kupp, Dr. May, and Mrs. Melton. Nay: Mr. Anderson. Abstain: Dr. Erickson (6-1-1)

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

- Start date of Jefferes** 11. To approve the start date of March 1, 2012 for Yenismaili Jefferes, Shaner School Bilingual/Bicultural Education teacher, B.A. Step 5, with a total annual salary of \$45,176.00, pro-rated.
(Ms. Jefferes' hiring was previously approved on October 18, 2011 with a TBD start date pending passing her exams. She recently passed the exams and received her NJ Teaching certificate for Bilingual/Bicultural Education this March.)
- Maternity leave for Graham** 12. To amend a return to work date for a maternity leave of absence for Kelley Graham, Shaner School teacher, from April 24, 2012 to April 16, 2012, as per attachment IX-D-12.
- Position Control #20.01.03 BLJ** 13. To approve Position Control #20.01.03 BLJ, full-time Grade 1 BSI teacher. This is a temporary position for the 2011-2012 school year.
- Graham, Shaner School BSI** 14. To approve Kelley Graham as a full-time Shaner School BSI, Grade 1 teacher beginning April 16, 2012 through June 30, 2012, B.A., Step 4, with a total annual salary of \$44,970.00, pro-rated, as per attachment IX-D-14.

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

POLICY COMMITTEE – Mr. Aiken

None

TRANSPORTATION COMMITTEE

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

- Club/activity trips** 1. To approve club/activity trips for the 2011-2012 school year, as per attachment IX-F-1.

2. To approve a jointure contract between the Greater Egg Harbor Regional High School District and the Hamilton Township School District, Contract #CM11E, Route #PIN-LC2, for the transportation of four students to Pineland Learning Center for the period March 22, 2012 through June 30, 2012, at a cost of \$236.00 per diem, a total cost of \$13,668.00.
(This Contract replaces the quoted route that expires on March 21, 2012. The contractor is the same, Kerry Bus, and the per diem cost did not change.)

Route #PIN-LC2

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

RESOLUTIONS

None

SOLICITOR'S REPORT

None

UNFINISHED BUSINESS

Mrs. Capone asked if the voting machines are coming in. Mrs. Cappelluti was not sure, but will check.

Mrs. Kupp asked if anyone has reached out to the PTA. Mrs. Cappelluti replied that she has and will be meeting with them tomorrow.

Mrs. Cappelluti spoke about Susan Venutolo-Mantovani, a retired teacher, who recently passed away. She advised that something will be done in her honor and will let the Board know about it when plans are finalized.

Mrs. Melton spoke about the issues we have with our students and that she understands how the

staff and parents feel, but that she also feels we have a great Administration who care about the students. She suggested we need better communication between the parties. Mrs. Cappelluti advised that she will be meeting with the staff soon.

NEW BUSINESS

Mrs. Capone and Dr. Erickson suggested we discuss the Board Goals at every meeting, as was recommended by a speaker at the Lighthouse Project workshop.

PUBLIC COMMENTS

Parents commented on a statement made by Mrs. Cappelluti concerning the number of free and reduced students in the District. Mrs. Cappelluti apologized and responded that she did not intend to blame the free and reduced students on the difficulties we are experiencing.

EXECUTIVE SESSION

Motioned by Dr. Erickson, seconded by Mrs. Befano, to enter into Executive session for the purpose of personnel 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 personnel 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 Executive Session at 10:30 p.m.

The Board reconvened the regular meeting at 11:10 p.m.

PERSONNEL/NEGOTIATIONS COMMITTEE – Dr. May

All personnel actions are being taken by the recommendation of the Superintendent.

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

15. To approve Tzipora Silber's request for a maternity leave of absence in part and to deny her request in part. The Board approves Mrs. Silber's request to use her accumulated sick days beginning on or about April 27, 2012. The Board denies her request for a six week paid family leave, which is beyond the Board's authority. **Maternity leave for Silber**

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

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

16. To direct Marcia Errickson to submit to a medical evaluation for reasons stated by her immediate supervisor, according to Board Policy 4161, Examination for Cause. **Medical evaluation for Errickson**

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

ADJOURNMENT

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

The Hamilton Township Board of Education meeting adjourned at 11:15 p.m

Martha J. Jamison, CPA
Board Secretary