

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
HELD ON MARCH 26, 2013
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 7:02 p.m. in the Michael H. Duberson Memorial Library at the William Davies Middle School by Dr. Anne Erickson.

**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. A mechanical device is being used to both audio-tape and video-tape this meeting.

The following members answered roll call: Mr. Eric Aiken, Mr. Carl Anderson, Mrs. Peggy Capone, Mrs. Amelia Francis, Mrs. Barbara Kupp, Mr. Mark Ludwick, Mrs. Kim Melton, Mr. John Sacchinelli, and Dr. Anne Erickson. Quorum present.

**Roll
Call**

Members Absent: None

Also present were: Dr. Michelle Cappelluti: Superintendent of Schools
Mr. Daniel Smith: Board Secretary
Mr. William Donio, Esquire

APPROVAL OF MINUTES

Motion by Dr. Erickson, seconded by Mr. Sacchinelli, to approve the regular session minutes of the meeting of January 8, 2013, as per attachment V-A.

Amended by Board motion March 26, 2013 – Public comments of Judy Link were revised to reflect opposition to opening school on MLK Day.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Motion by Dr. Erickson, seconded by Mr. Ludwick, to approve the regular

session minutes of the meeting of January 22, 2013, as per attachment V-B.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Motion by Dr. Erickson, seconded by Mr. Ludwick, to approve the executive session minutes of the meeting of January 22, 2013, as per attachment V-C.

Amended by Board motion March 26, 2013 – Page 3 was updated to reflect Mrs. Capone dually noting Mr. Anderson’s comment.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Motion by Dr. Erickson, seconded by Mr. Ludwick, to approve the regular session minutes of the meeting of February 5, 2013, as per attachment V-D.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Motion by Dr. Erickson, seconded by Mr. Ludwick, to approve the executive session minutes of the meeting of February 5, 2013, as per attachment V-E.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Motion by Dr. Erickson, seconded by Mr. Ludwick, to approve the regular session minutes of the meeting of February 19, 2013, as per attachment V-F.

Amended by Board motion March 26, 2013 – Noted that the parent group meets at the public library.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Motion by Mrs. Capone, seconded by Dr. Erickson to table the minutes of the executive session of the meeting of February 19, 2013.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone,

Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Motion by Dr. Erickson, seconded by Mr. Ludwick, to approve the minutes of the Special meeting of March 4, 2013, as per attachment V-H.

Amended by Board motion March 26, 2013 – Changed “is” to “if” on page five, second paragraph.

Roll Call Vote: Eight in favor: Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. Abstained: Mr. Aiken (8-0-1)

Motion by Dr. Erickson, seconded by Mr. Ludwick, to approve the minutes of the regular meeting of March 5, 2013, as per attachment V-I.

Roll Call Vote: Eight in favor: Mr. Aiken, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. Abstained: Mr. Anderson (8-0-1)

Motion by Dr. Erickson, seconded by Mr. Ludwick, to approve the minutes of the executive session of the meeting of March 5, 2013, as per attachment V-J.

Roll Call Vote: Eight in favor: Mr. Aiken, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. Abstained: Mr. Anderson (8-0-1)

CORRESPONDENCE

None

PUBLIC COMMENTS

Shannon Branca thanked the Board and Dr. Cappelluti for adding after school activities to the Shaner and Hess schools and for also adding a gifted and talented program at the Hess school. She felt all of the students will benefit from this next year.

Greg Smith asked how we plan on spending money the employees contribute to health benefits. Dr. Erickson responded that the governor intended the contributions to provide tax relief and the funds go into the general budget to fund all of the great programs we have in the district. Mr. Dan Smith added the district budgets the full cost of the medical expenses and then must show a reduction in the budget for the employee contributions. This is part of the State software that is used to develop the budget. Mr. Dan Smith noted that medical

benefits increased 13.3% in January.

Mr. Greg Smith asked if the health benefit increases are within the cap. Mr. Dan Smith noted that the district is staying within the 2% tax levy cap. Mr. Greg Smith noted that he has two children in the district and all teachers and paraprofessionals come to work every day and work very hard. He is asking the Board to settle the HTEA contract as soon as possible.

Roberta Browning asked the Board to treat the budget carefully and look at reducing it instead of increasing it. She asked the Board to look at paying the staff proper wages. She does not want to see a tax increase.

Mark Hutchinson spoke about the flyer from the HTEA which stated there are additional funds for extraordinary aid. Dr. Erickson clarified that extraordinary aid is from the State and it reimburses the district for extraordinary costs associated with special needs students. She also noted that the flyer was handed out by HTEA and was not produced by the Board.

John Tobin spoke as the proud father of Jessica Tobin who works for Hamilton Township. The teacher salaries went from 6 out of 24 to 17 out of 21 today. Jessica and other teachers have a great passion to be teachers and help students. He noted the downward economic turn for the teachers has not been communicated. He asked for all sides to have a better understanding of what is going on in the economy.

Marylynn Stecher spoke to the Board and asked that they reconsider the elimination of the four positions on the agenda. These positions are invaluable to the teachers. Literacy coaches help all teachers. The Teacher of Social Success is also invaluable as it allows students at the Shaner School to be successful.

Gail Luderitz spoke about the budget which was discussed at the March 4 and March 5 Board meetings. She talked about how the budget has grown over the past 12 years, but there are reasons why it has. Inflation, district growth, and increased special needs students have caused the district budget to grow. Literacy is extremely important and has increased over the past years. Literacy is needed for all subject areas for all grade levels. Ms. Luderitz also said that the Literacy Coaches should be a necessity. The coaches mentor teachers so the teachers can get students to reach their level of reading.

Jennifer Farrell spoke. She has been an educator for twelve years and felt compelled to speak. She feels that eliminating the literacy coach positions will harm the district and be detrimental. She teaches teachers and works with over 100 staff members; who work with 1,600 children. She explained that our teachers have become superior and the literacy coach provides them with the tools needed to succeed. Ms. Farrell pushed the teachers to be better and to

keep excelling. She teaches students every day but her job is to teach the teachers. She gives the students the best teachers that they can have. Literacy has increased every year for the last six years, and more than ten districts have visited our district to see what we do and how we do it. Literacy coaches help teachers understand and meet mandates that improve instruction. She compared teachers to doctors, and noted that you would not want your doctor to stop improving and stop gaining knowledge about the medical field. Literacy coaches help the teachers to improve and gain more knowledge. Literacy coaches help provide the best possible education to the students of the district.

Janet Yunghans is the librarian at the Hess school and she spoke on behalf of the literacy coaches. She took part in the language arts teachers training for the last four years. Due to Ms. Farrell's work; the staff is now considered experts in the Readers Writers Workshop. More than ten districts have come to our district to learn what Ms. Farrell does. The number of books being taken out of the library has soared, thanks to Ms. Farrell. There are more than 70% of students on reading level. Ms. Yunghans stated she is not sure why the board is considering eliminating these positions. The work of the literacy coaches has had a direct impact on the students of Hamilton Township. She explained that, if the board wants what is best for the students, we should keep the literacy coach.

Ms. Yunghans read a letter from Sandy Knorr, a teacher in the district.

Harry Rogers spoke and noted the mission statement is not a valid sentence. The budget does not presently connect to Mays Landing. He noted that the casinos are going out of business and losing money, which affects our town. He noted the casino industry helps fund the county and is the main employment center for the county. He also noted that ratables have gone down by over \$25 million. The district is spending more money now than in the past and literacy rates are the same as they were. **Mr. Rogers noted that his company lost half of its employees four years ago and will lose another quarter of the employees in the coming months. (Amended by Board motion April 23, 2013)** Mr. Rogers noted that revenue comes from the private sector and the Board is not paying attention to what is going on. He noted that the increase in revenue for the budget is coming from the private sector. He noted that demands of the school district never go away and are always going up. He noted that the tax increase is presented as a small amount, but why can't we cut back and not have any increase. He feels that, if there was a real concern for the children, the employee groups would work together and decide how to maintain the essential programs for the children. He noted that private sector employers cut from the top and not the bottom.

Mr. Rogers also spoke about negotiations and noted that the Board should have settled with the bigger employee group before settling with the smaller employee groups. He also wanted the Board to pay attention to what is going

on in the county and think about if the taxpayers have more to give.

Ken Berardis is now the Teacher of Social Success and has been in the district for five years. He has been the Teacher of Social Success for seven months. Teachers have raved about the program. Family structures have changed and kids need to be taught social skills. The old way of suspending students has not worked and we need to do something different. The position allows the principal to do his duties without having to deal with discipline. Mr. Berardis stated that no Board members have come to see what he does or to follow him around during his day. He invited the Board to visit the school and see what he does on a regular basis. He believes the position is important and is asking the Board not to get rid of it.

Gladys Sieberg agrees with a lot of what she has heard. She feels we have to focus on the students. She drives a school bus and deals with the students every day. She loves working with the children. She spoke about the low salary she receives, does not receive benefits, does not have paid days off, but keeps pushing forward. She also spoke about her husband who saved money in Florida and had a budget to stick to. He maintained the staff and was able to purchase a generator system. She feels we can do that here and we can look at areas to tighten up. Taxpayers cannot afford to pay more. She just lost her job and cannot afford to pay more taxes. She asked that the Board let teachers continue to do their job, but to stop taking more from the taxpayers.

Aline Dix stated that her mother's pension was \$778 annually. She feels the board needs to look at the community and how many people are retired from Wheaton's Plastic. The township is not raising taxes and she would like the Board to recognize the people in the community who are retired. She noted that residents approach her continually and they are on fixed incomes and cannot afford tax increases. Ms. Dix also noted that the Medicare monthly premium is going up \$100 a month in January. She noted that she personally is not increasing rent for her tenant. The most fragile segment of the community is being hit by a tax increase. She noted that all community members have been hit by the downturn of the economy and keep those people in mind.

BOARD MEMBER COMMENTS

Mr. Aiken thanked Mrs. Berchtold and the PTA for a wonderful concert put on to benefit Hurricane Sandy.

Mr. Aiken then read a prepared statement regarding HTEA negotiations. He also noted that it is not true that the association is working without a contract, they are working with an expired contract.

Mrs. Kupp also commented that the benefit concert was excellent. She also thanked the people involved in putting it together, Mr. Charles Bass from Oakcrest, Donna Berchtold, Rachel Husta, David Rothkopf, Fred Rushmore, Andy Seigel and James Stokes. She also stated that the blood drive in memory of Ricky McAvaddy was very successful.

Dr. Erickson noted that the PTA and Food Services were very helpful with many of the events recently held.

Mrs. Capone thanked Sue Malone from Shaner who also helped with the Sandy concert. She thanked Mr. Trackman for supplying refreshments. She stated that she was impressed with the PTA and the things they do throughout the district. She stated that the group does a lot for both students and parents.

Mrs. Francis noted the PTA supplied snacks for the Book Fair for students. They also had a story time and an arts and craft activity for the students. The snacks and activities were free to the students.

Mrs. Francis also commented on the Governance I training she recently attended noting how informative it was. She recommended that Board members try to attend, even if you have already been through it.

Mrs. Melton thanked the literacy coach for speaking tonight.

Mr. Anderson thanked Jennifer Farrell for speaking tonight regarding the literacy coaches and noted that the coaches are working.

Mr. Ludwick attended the Performing Arts night and thanked everyone for the time they put into it, Mr. Seigel, Mrs. Berchtold, and Mr. Rothkopf. He also thanked Mr. Daniels for his time.

Mr. Aiken read the prepared HTEA statement again as a large number of HTEA members entered the room.

SUPERINTENDENT/STAFF REPORTS

(A) Information Items

1. Dates to Remember
 - a. **March 26, 2013** – Board of Education Meeting and Public Hearing on the 2013-2014 Budget – Davies School – 7:00 p.m.
 - b. **April 4, 2013** – Finance Committee Meeting – Board Office – 7:30 a.m.
 - c. **April 9, 2013** – Curriculum Committee Meeting – Board Office – 2:00 a.m.
 - d. **April 9, 2013** – Board of Education Work Session Meeting – Davies School – 7:00 p.m.
 - e. **April 10, 2013** – Personnel Committee Meeting – Board Office – 5:00 p.m.

- f. **April 10, 2013** – Board Retreat – Davies School – A-Wing, TPC2 Teacher Workroom – 6:00 p.m.
 - g. **April 12, 2013** – Facilities Committee Meeting – Board Office – 7:30 a.m.
- (B) Harassment, Intimidation and Bullying Incident Log, as per attachment IX-B.
- (C) Student Discipline Reports for the month of February, 2013, as per attachment IX-C.
- (D) New Homes and Certificates of Occupancy for the month of February, 2013, as per attachment IX-D.
- (E) Academic Achievement Lists for the 2nd Trimester – Grades 4 and 5, as per attachment IX-E.
- (F) School Concert Dates
- ♪ Hess Choir Concert – April 11, 2013 – 7:00 p.m.
 - ♪ Hess Band Concert – April 25, 2013 – 7:00 p.m.

These will be in the Hess Auditorium.

Shaner School Kindergarten Spring Concerts:

All performances will be held in the Multipurpose Room at 10:00 a.m. as follows:

- ♪ Team C: Wednesday, April 24, 2013
- ♪ Team B: Thursday, April 25, 2013
- ♪ Team A: Friday, April 26, 2013

- (G) 2013-2014 Budget Presentation given by:

Dr. Michelle M. Cappelluti, Superintendent
Daniel Smith, Business Administrator/Board Secretary

Dr. Cappelluti echoed the sentiments of the importance of the literacy coaches. 74% of first graders at Shaner were at or above reading level last year, this year they are at 94%. Last years' fifth grade had 17.2% below reading level, this year they are down to 8% being below reading level.

Dr. Cappelluti and Mr. Smith reviewed the prepared PowerPoint presentation.

Mrs. Kupp asked if the Board is voting on the total dollar amount and that items could

be shifted around in the budget. Dr. Erickson noted that there was a minimal increase in state aid and asked if districts were instructed to budget a zero increase. Mr. Smith replied that the original budget estimate showed no increase in state aid and the district worked on plugging an original budget deficit; which was approximately \$750,000.

Mrs. Capone asked if each budget line automatically increases every year. Mr. Smith replied that the district looked at each line item individually and compared what we have spent in the past few years and what we need to spend next year. Mrs. Capone if some categories increased. Mr. Smith replied that some categories increased and others decreased.

Mrs. Capone noted that currently there are funds in the budget that have not been spent and she felt the balances were high. She pointed out that districts do have to maintain reserves, but noted the Board has to look at the effect on the community. Mrs. Capone asked if the Board really knew the impact of a tax increase on a family in the district, if the Board would vote for an increase. She also noted that 124 homes were foreclosed on by the Township for non-payment of taxes. If we can't say no now, when will the Board ever say no.

COMMITTEES AND RECOMMENDATIONS

BUILDING/FACILITIES COMMITTEE – Mr. Sacchinelli

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

1. To accept and award a bid to Joseph Porretta Builders, Inc. for the following project in the amount of \$114,025.00, as per attachment X-A-1:

**Award bid for Toilet
Room Alterations
@ Shaner**

Toilet Room Alterations
Joseph C. Shaner Elementary School
Project #FVHD 4358

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

CURRICULUM COMMITTEE – Mrs. Kupp

Motioned by Mrs. Kupp, seconded by Mr. Sacchinelli, to approve the following Motion as presented:

1. To approve the Maintenance/ Custodial Calendar for the 2013-2014 school year, as per attachment X-B-1.

**Maintenance/
Custodial Calendar
for 2013-2014**

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Motioned by Mrs. Kupp, seconded by Mr. Sacchinelli, to approve the following Motion as presented:

**School
District 2013-
2014 Calendar**

2. To approve the Hamilton Township School District Calendar for the 2013-2014 school year, as per attachment X-B-2.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

FINANCE COMMITTEE – Mr. Ludwick

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

**Resolution
#53**

1. To approve Resolution #53 of the Hamilton Township Board of Education to Adopt a Tentative Budget, as per attachment X-C-1.

Dr. Erickson noted that resolution was spelled incorrectly on the attachment. She also stated that she voted to approve the preliminary budget based on the proposal on March 5, 2013. Dr. Erickson stated that she cannot vote for a budget that perpetuates what we had the year before as well cost more.

Mrs. Capone asked the Board to consider stopping the increase in the budget and to respect the word of the public. She feels that we can do a better job and spend less money, she also feels that more parents

need to be involved and should be engaged more often. Mrs. Capone also noted that no board members suggested removing any teachers in the budget.

Mr. Sacchinelli noted that the Board should look at the current year budget and have Dr. Cappelluti make a proposal of how to utilize the coach positions without increasing the budget.

Dr. Cappelluti noted that the original budget did show a deficit and the district did everything it could to reduce costs and keep all of the programs in place. She also noted that there has not been a tax increase in the district for four of the last five years.

Dr. Cappelluti noted that she continually looks for areas to cut to keep costs down.

Mrs. Melton noted that the finance committee asked Dr. Cappelluti and Mr. Smith to go back multiple times in an effort to avoid a tax increase. She also noted that the Board should stand behind the Superintendent and not try to run the schools.

Dr. Erickson noted that she agreed with Mrs. Melton but noted that the Board members are elected by the taxpayers and there is a fiduciary responsibility to the taxpayers.

Mr. Ludwick noted that this is the first budget that asks for a tax increase during his time on the Board. He understands the outlook in Atlantic City and understands that no one likes to raise taxes. He noted that not increasing the tax levy now is just going to prolong the issue.

Mrs. Capone noted that increasing the budget 2% means more money for the **budget (Amended by Board motion April 23, 2013)** every year.

Roll Call Vote: Five in favor: Mr. Aiken, Mr. Anderson, Mrs. Kupp, Mr. Ludwick, and Mrs. Melton. Nay: Mrs. Capone, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson. (5-4-0)

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

Report of Receipts

2. To approve the Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 for the month of February, 2013. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of February, 2013, as per attachment X-C-2.

Board Secretary's Report

3. To approve the Board Secretary's Report for the period ending February 28, 2013. Pursuant to N.J.A.C. 6A:23-2.11(c)4, the Hamilton Township Board of Education certifies that as of February 28, 2013, 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 X-C-3.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

The following items have been included as informational items:

4. Interest Income for the month of February, 2013, as per attachment X-C-4. **Interest Income**
5. Receipts for the month of February, 2013, as per attachment X-C-5. **Receipts**
6. Refunds for the month of February, 2013, as **Refunds**

per attachment X-C-6.

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| 7. | Capital Reserve Interest for the month of February, 2013, as per attachment X-C-7. | Capital Reserve Interest |
| 8. | Rental Income for the month of February, 2013, as per attachment X-C-8. | Rental Income |
| 9. | Miscellaneous Revenue for the month of February, 2013, as per attachment X-C-9. | Miscellaneous Revenue |
| 10. | The monthly Budget Summary Report for February, 2013, has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment X-C-10. | Budget Summary Report |

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

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| 11. | To approve budget transfers in the amount of \$107,769.95, as per attachment X-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 submitted bills, and further that all goods and services have been previously received. | Superintendent's and Secretary's certification |

Purchase orders

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| 13. | Purchase orders issued for services, supplies and equipment in the amount of \$1,301,092.73, as per attachment X-C-13. |
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Bills and payroll

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| 14. | To approve the following bills and payroll in the total amount of \$4,494,482.34, as per attachment X-C-14: |
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<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$9,039.00
10	General Fund/Payroll	199,732.82
11	Current Expense	1,970,189.88
11	Current Expense/Payroll	2,026,773.04
12	Capital Outlay	34,599.06
20	Special Revenue	39,173.77
20	Special Revenue/Payroll	51,988.18
50	Cafeteria	138,794.57

50	Kids' Corner	21,202.24
50	Community Education	2,989.78

Staff attendance at seminars, workshops and conferences

15. To approve staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2012-2013 school year, as per attachment X-C-15.

Request for Proposals

16. To approve to solicit for Requests for Proposals for the following services for the 2013-2014 school year pursuant to 18A:18A-4.4:
1. Nursing Services;
 2. Health Insurance Broker or Record; and,
 3. Solicitor

Mr. Aiken noted that he was not in favor of preparing an RFP for the solicitor position.

All in favor #11 to #15: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)
Eight in favor #16: Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson.
Abstained: Mr. Aiken. (8-0-1)

PERSONNEL/NEGOTIATIONS COMMITTEE – Mr. Aiken

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

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

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| 1. To approve district substitutes for the 2012-2013 school year, as per attachment X-D-1. | District substitutes |
| 2. To approve homebound instruction for the 2012-2013 school year, as per attachment X-D-2. | Homebound instruction |

3. To approve fieldwork placements for the 2012-2013 school year, as per attachment X-D-3.

**Fieldwork
placements**

4. To accept a resignation notice from Roberto Montalvo, Hess School Custodian, effective March 7, 2013, as per attachment X-D-4.

**Resignation from
Roberto Montalvo**

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

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

5. To approve Alba McKenna as a full-time Hess School Custodian effective March 27, 2013, Custodial Guide, Step 2, for a total annual salary of \$32,388.00, pro-rated, as per attachment X-D-5.

**Approve School
Custodian**

Salary may change at the conclusion of the HTEA negotiations.

Ms. McKenna is a replacement for Roberto Montalvo who has resigned.

Mrs. Capone asked if the personnel committee looked at private industry salaries for this position. She also felt this was an area to trim the budget and we should not replace this position.

Mrs. Melton asked if Dr. Cappelluti was in need of a custodian.

Dr. Cappelluti responded that this is a replacement for an employee who resigned. She also noted that our buildings have grown and we are two custodians down from two years ago.

Dr. Erickson noted that the Board should look at each position and determine if each position should be filled.

Mrs. Francis clarified that the employee being hired is currently a part-time employee and could remain as part-time if need be. Dr. Cappelluti noted that the position in question is a full-time position and cannot be filled with a part-time employee.

Roll Call Vote: Five in favor: Mr. Aiken, Mr. Anderson, Mrs. Kupp, Mr. Ludwick, and Mrs. Melton. Nay: Mrs. Capone, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson. (5-4-0)

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

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| 2013 Camp Blue Star Staff | 6. | To approve the 2013 Camp Blue Star Staff, as per attachment X-D-6. |
| 2013 Summer Swim Staff | 7. | To approve the 2013 Summer Swim Staff, as per attachment X-D-7. |
| Community Education staff | 8. | To approve the following Community Education staff members:

Shannen Wallace, Lifeguard \$10.00/hour
Mitchell Polun, Karate Instructor \$20.00/hour |
| Emergent hire | 9. | To approve the following applicant for emergent hire and applicants attestation that she has not been convicted of any disqualifying crime pursuant to the provision of N.J.S.A. 18A:6-7.1:

Shannen Wallace – Lifeguard |
| Medical leave for Valerie Rajca | 10. | To approve a medical leave of absence for Valerie Rajca, Davies School Paraprofessional. Ms. Rajca is requesting to be placed on a Federal Family Medical Leave of Absence (FMLA) from April 3, 2013 to the end of the school year with a return to work date of September 1, 2013, as per attachment X-D-10. |

**Full time
Pre-K
Teacher**

11. To approve Ashley Noll as a full-time Hess School Pre-K teacher effective April 9, 2013 through June 30, 2013, B.A., Step 1, for a total annual salary of \$44,352.00, pro-rated, as per attachment X-D-11.

Ms. Noll is a replacement for Natalie James who is on a maternity leave of absence.

Salary may change at the conclusion of the HTEA negotiations.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

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

12. To approve a leave of absence for Donald Cavileer, Davies School Custodian. Mr. Cavileer will use all his accumulated sick time for the period March 12, 2013 through May 17, 2013 and vacation time from May 20, 2013 through June 3, 2013 and be placed on a Federal Family Leave of Absence from June 4, 2013 through June 12, 2013 (both of which will run concurrently), with a return to work date of June 13, 2013.

**Leave of absence
for Donald Cavileer**

13. To approve an intermittent NJ Family Leave of absence for Elizabeth DeVerter, Davies School teacher beginning February 27, 2013, as per attachment X-D-13.

**Family Leave for
Elizabeth DeVerter**

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

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

14. To approve Valerie Styer as a part-time 12 month, 29.5 hours/week Hess School

Part-time custodian

Custodian beginning March 27, 2013,
Custodial Guide, Step 1, with a total annual
salary of \$23,496.00, pro-rated, as per
attached X-D-14.

Salary subject to change at the conclusion of
the HTEA negotiations.

Ms. Styer is a replacement for Alba McKenna
who has moved to full-time.

Roll Call Vote: Five in favor: Mr. Aiken, Mr.
Anderson, Mrs. Kupp, Mr. Ludwick, and Mrs.
Melton. Nay: Mrs. Capone, Mrs. Francis,
Mr. Sacchinelli, and Dr. Erickson. (5-4-0)

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

**In-house
transfer**

15. To approve the following in-house staff transfer
for the 2012-2013 school year, as per
attachment X-D-15:

Angela Bowen – Part-time Paraprofessional –
from Shaner School - Kindergarten to Grade 7
Davies School

Miss Bowen is a replacement for Valerie Rajca
who will be on a NJ Family Leave of Absence.

Roll Call Vote: All in favor: Mr. Aiken, Mr.
Anderson, Mrs. Capone, Mrs. Francis, Mrs.
Kupp, Mr. Ludwick, Mrs. Melton, Mr.
Sacchinelli, and Dr. Erickson. (9-0-0)

POLICY COMMITTEE – Mrs. Capone

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

Policy #2431

1. To approve Policy #2431 – Athletic
Competition on second reading.

Roll Call Vote: All in favor: Mr. Aiken, Mr.
Anderson, Mrs. Capone, Mrs. Francis, Mrs.
Kupp, Mr. Ludwick, Mrs. Melton, Mr.

Sacchinelli, and Dr. Erickson. (9-0-0)

TRANSPORTATION COMMITTEE – Mr. Anderson

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

- Club/activity trips** 1. To approve club/activity trips for the 2012-2013 school year, as per attachment X-F-1.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

RESOLUTIONS

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

1. To approve a School Security Resolution, **School Security Resolution**
as per attachment XI-1.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

SOLICITOR'S REPORT

None

UNFINISHED BUSINESS

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

- Statement of Work for NWN Corp.** 1. To approve a Statement of Work between NWN Corporation and the Hamilton Township Board of Education for voice system upgrades totaling \$44,880.00, in accordance with State Contract #A83083. The Board is permitted to waive the bid requirement pursuant to N.J.S.A. 18A:18A-10, as per attachment XIII-1.

Roll Call Vote: Eight in favor: Mr. Aiken,

Mr. Anderson, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. Nay: Mrs. Capone (8-1-0)

Dr. Erickson noted that the SRAO job description is on the website and wanted to know if it was advertised in the Press. Mr. Aiken responded that it was.

Mrs. Capone asked about amending the job description. She feels the age minimum of 18 years was low and thinks we should require someone to have more experience.

Dr. Erickson also noted that state wide younger security personnel and SRAO's were not working efficiently due to the small age gap between the personnel and the students.

Mrs. Capone noted that guidance was noted as stating that retired police officers were not recommended to fill SRAO positions.

Mr. Sacchinelli suggested utilizing Class II police officers from the Township to help fill the SRAO position. He also suggested an 18 year old is someone just out of high school; which could be a problem working with some of the students.

Mr. Ludwick noted that you cannot underscore the need and value of the safety of the staff and children. He noted the funding from the government is not in place but we should do what we can now to increase safety.

Dr. Erickson suggested increasing the rigor of the position. Mr. Sacchinelli also noted that we coordinate with local law enforcement and the State Police to provide coverage with our schools when available so we can cover all of our buildings at the same time.

Dr. Cappelluti added that the district has had a great connection with the police department and thinks we can work together.

NEW BUSINESS

Mrs. Capone noted that it costs the PTA roughly \$500 to send out a flyer to the entire district. She asked if there was anything the district could do to help the PTA. Mrs. Capone asked if the district could add a link on the website for the PTA website and post their newsletter online. She also mentioned using the all-call system for PTA events.

Mrs. Kupp asked about teachers not being able to make their daily copies. Dr. Cappelluti responded that the issue was addressed and should be taken care of. She asked the staff to be critical of what they are copying.

Mrs. Capone also asked if there was any storage space available for the PTA as they are currently paying for storage space. Dr. Cappelluti will talk to Mr. Nelson and contact the PTA.

Mrs. Capone stated that some parents of first graders mentioned first graders used to take a bus to Hess to visit the second grade classes. Dr. Cappelluti will speak to Mr. Conlow and report back to the Board.

Dr. Erickson noted that there were a lot of bus drivers at the Shaner concert. She wanted to acknowledge that the bus drivers do touch the lives of the kids.

Mrs. Capone asked if Davies was allowed to have pep rallies. Dr. Cappelluti noted it could occur during the day as long as it is planned. She will look into the schedule and get back to the Board.

Mrs. Capone also noted that Shaner Easter parade was today and the first graders will go tomorrow.

Mrs. Capone also noted that she receives a lot of phone calls regarding the report cards. Dr. Cappelluti noted that there was a change in the report card and it was explained to the parents. Mrs. Capone felt that parents should be able to look at the report card and clearly see if their child is meeting the goals that they should be meeting.

Dr. Erickson suggested preparing information and reviewing the report card at back to school nights in September. Mrs. Kupp noted that a clarification was sent out to parents already.

The following action items are presented for Board discussion and action at the request of the Board President. These recommendations are not supported by the Superintendent.

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

- 1a. To inactivate the following Position Control Numbers as of July 1, 2013: **Literacy Coach - Shaner**

#20-01-26/bda Literacy Coach – Shaner

Mr. Sacchinelli noted that the budget was just approved and asked if it was necessary to go forward with the motions.

Dr. Erickson noted that the Board approved the budget amount and has the opportunity to make personnel changes.

Dr. Cappelluti noted that this agenda item was placed on the agenda by the Board President, and was not supported by the Superintendent.

Dr. Erickson noted that the elimination was on the March 5th proposal.

Mrs. Francis asked if the positions would be voted on individually. Dr. Erickson replied that the literacy coach at Davies has not been there as long as the other coaches.

Mrs. Francis spoke about her experience with Ms. Farrell and wanted to visit the other schools as well. She noted the Board members should visit the schools and coaches prior to voting on a motion to eliminate the positions.

Mrs. Capone noted that she has seen the Readers Writers Workshop in action at Shaner. She asked to visit the Hess School last year and was given one hour to observe the program. Mrs. Capone noted that the staff does an excellent job and thinks the staff can continue to improve without the

coaches. She also noted that one reason the coaches were needed was because the principals needed help to complete teacher evaluations.

Mr. Anderson noted that the Board does not run the school, the Board sees that the school is run as it should be run.

Dr. Erickson agreed, and noted that the Board does have the ability to move staff around. She also feels that the staff is prepared to improve and has utilized the coaches. She also noted that she must look at the total budget as well. Dr. Erickson noted that eliminating the coaches will help reduce class sizes and help all students learn.

Mrs. Melton asked to clarify the motion.

Dr. Erickson stated that each literacy coach position and the teacher of social success position will be voted on separately.

Mrs. Kupp noted that social studies and science curriculums are changing and 50% of the teacher evaluation will be based on student success. Mrs. Capone asked what the curriculum coordinator does. Dr. Cappelluti noted that we have one coordinator for the entire district.

Mr. Sacchinelli noted that the budget has been approved and it is time to move on. The Board has to be realists and this issue was discussed earlier. He stated that the outcome is going to be the same.

Dr. Erickson asked if the Board would want to table the motion.

Roll Call Vote: One in favor: Mrs. Capone.
Nay: Mr. Aiken, Mr. Anderson, Mrs. Kupp,
Mr. Ludwick, Mrs. Melton, and Mr.
Sacchinelli. Abstained: Mrs. Francis and

Dr. Erickson. (1-6-2)

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

- 1b. To inactivate the following Position Control Numbers as of July 1, 2013: **Literacy Coach - Davies**

#20-03-26/bhs Literacy Coach - Davies

Roll Call Vote: One in favor: Mrs. Capone.
Nay: Mr. Aiken, Mr. Anderson, Mrs. Francis,
Mrs. Kupp, Mr. Ludwick, Mrs. Melton, and
Mr. Sacchinelli. Abstained: Dr. Erickson.
(1-7-1)

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

- 1c. To inactivate the following Position Control Numbers as of July 1, 2013: **Literacy Coach - Hess**

#20-04-26/bdb Literacy Coach - Hess

Roll Call Vote: Two in favor: Mrs. Capone
and Dr. Erickson. Nay: Mr. Aiken, Mr.
Anderson, Mrs. Francis, Mrs. Kupp, Mr.
Ludwick, Mrs. Melton, and Mr. Sacchinelli.
(2-7-0)

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

- 1d. To inactivate the following Position Control Numbers as of July 1, 2013: **Teacher of Social Success**

#20-01-26/blq Teacher of Social Success
K-Grade 1

Roll Call Vote: Three in favor: Mrs.
Capone, Mrs. Francis, and Dr. Erickson.
Nay: Mr. Aiken, Mr. Anderson, Mrs. Kupp,
Mr. Ludwick, Mrs. Melton, and Mr.
Sacchinelli. (3-6-0)

PUBLIC COMMENTS

Shannon Branca asked the teachers to stop taking the fact that they do not have a contract out on the students. The dance was cancelled at the Davies School and all work was taken down at the Shaner School. She feels this is very hurtful as a parent and does not feel this is fair to the children in the district. She supports the teachers and the district, but does not want it taken out on the children.

Patty Fleming, HTEA President, noted that the black she is wearing represents the somber mood of the staff. HTEA members are professional and treat others professionally. She is appalled on frivolous spending like principal office furniture. She noted teacher desks are falling apart. Mrs. Fleming also noted that staff has spent over \$50,000 since September on supplies. She feels the district should use reserve funds to pay the staff.

Jeff Gildiner, commented on Mr. Aiken's negotiations statement. He noted that moving the meeting to tonight was a poor choice and was disgusted that the meeting was held on a night when two schools had parent conferences. Mr. Gildiner noted the staff has accepted poor salaries while continuing to go above and beyond what was required. He noted salaries from neighboring districts are higher than Hamilton Township. **Mr. Gildiner noted that the staff has been working for free before and after their contracted day for too long. (Amended by Board motion April 23, 2013)** He noted that all staff are leaving at the end of their work day and salary information was presented in a flyer. Many staff members are working more than one job to survive. Mr. Gildiner noted that the district has lost many good teachers over the years due to the salary guide. He also noted that HTEA is willing to meet prior to going to fact finding.

Lisa Dagit thanked the Board for keeping the literacy coaches and the teacher of social success positions. She feels the positions are valid and needed in the district. Mrs. Dagit also stated that there is a proposal being discussed to implement gifted and talented at Hess and allow more student contact time for the literacy coaches.

Dr. Erickson thanked Mrs. Dagit for the information and stated she hoped she had that information earlier.

Laura Miller, stated she has two children who attend Hess and she was speaking to support the teachers. She stated research shows that productivity increases when employees are properly compensated. Our teachers are being forced out. Teachers impact the lives of children every day. She feels that teachers are being disrespected by not having a contract. Ms. Miller also thinks the

curriculum in the district needs to be better. She stated that kids are having trouble learning the concepts in the curriculum and she has an outside tutor working with her children. She feels teaching to the test is wrong and is not what taxpayers want.

Dr. Erickson clarified that there are still a lot of excellent teachers working in the district. She also thanked Ms. Miller for her comments.

EXECUTIVE SESSION

Motioned by Dr. Erickson, seconded by Mr. Ludwick, to enter into executive session for discussion of personnel matters and matters rendered confidential by operation of law:

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 matters and matters rendered confidential by operation of law. 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.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

The Board entered into Executive Session at 10:33 p.m

The Board reconvened the regular meeting at 11:06 p.m

Motion by Dr. Erickson, seconded by Mr. Aiken, to approve the executive session minutes of the meeting of February 5, 2013, as discussed in executive session.

Amended by Board motion March 26, 2013 – Changed stipend to position.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Motion by Dr. Erickson, seconded by Mr. Aiken to approve the minutes of the executive session of the meeting of February 19, 2013 with the sentence added as discussed in executive session.

Mays Landing, NJ
March 26, 2013

Amended by Board motion March 26, 2013 – Sentence added regarding employee transfer.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

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

Voice Vote: All in favor: (9-0-0) Motion carried.

The Hamilton Township Board of Education meeting adjourned at 11:08 p.m.

Daniel Smith
Board Secretary