

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
HELD ON APRIL 23, 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 5:37 p.m. in the Michael H. Duberson Memorial Library at the William Davies Middle School by Dr. David May.

**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 record this meeting.

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

**Roll
Call**

Members Absent: Mr. Mark Ludwick

Also present were: Mrs. Michelle Cappelluti, Superintendent of Schools
Mr. Daniel Smith, Board Secretary
Ms. Amy Houch, Esquire

EXECUTIVE SESSION

Motion by Dr. Erickson, seconded by Mr. Aiken, to enter into executive session for the purpose of negotiations.

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 negotiations. 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. Further resolved

the Board may take action on items discussed in executive session. Further resolved that the Board will be in executive session for approximately 90 minutes.

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

The Board entered into executive session at 5:40 p.m.

The Board reconvened the regular meeting at 7:04 p.m.

Mr. Ludwick arrived at 7:04 p.m.

APPROVAL OF MINUTES

Motioned by Dr. Erickson, seconded by Mr. Aiken, to approve the regular session minutes of the meeting of March 26, 2013, as per attachment Minutes-1, as amended by the Board.

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 March 26, 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)

CORRESPONDENCE

None

PUBLIC COMMENTS

George **Hassa** (*Amended by Board discussion May 7, 2013*) spoke regarding the hiring of Janet Wilbraham as the Hess School Principal. He is the father of a kindergartner, as well as a second grade student.

Amy Houck, Esquire interrupted Mr. Haskins to introduce herself as the school attorney filling in for Mr. Greco. She cautioned Mr. Haskins that the Board is not permitted to discuss personnel matters in open session. She explained that he is solely responsible for what he says regarding this matter, whether it is positive or negative. Mr. Haskins said that he fully understood this.

He and his wife have been volunteering in the school and were very concerned when they received a notice from Ms. Wilbraham regarding parental involvement. They were concerned about the interim principal's priorities. Mr.

Haskins also did some research of Ms. Wilbraham's background and says that he feels uncomfortable with some of the information he found. He questioned the Board whether or not they felt this was the best choice for the position.

Heather Wolfslayer also spoke regarding Mrs. Wilbraham. Ms. Houck cautioned her regarding what she was going to say. Ms. Wolfslayer said that she fully understood, but felt that this was the best place for her to be heard.

Ms. Wolfslayer is the parent of three students in the district, as well as a volunteer in the school. She feels the district has been through many changes and is now moving forward. Teachers have always had their doors open for students and parents. She now feels that what has been gained might be lost. She does not feel that the interim principal has given the time to meet with parents. She does not support the Board's choice for principal at this time. She feels our parents and teachers deserve extraordinary leadership.

Laurie **Bouchacourt** (*Amended by Board discussion May 7, 2013*) also spoke regarding Janet Wilbraham. Ms. Houck cautioned her regarding what she was going to say. She has three students attending school in the district and wants to be sure the Board is making the proper choice in their selection for the Hess School Principal. Ms. Bouchacourt stated that that was all she wanted to say.

She did question whether or not she could read a statement prepared by someone who is not at the meeting. Ms. Houck let her know that this would be okay.

Ms. Bouchacourt then read a statement from Laura Miller. Ms. Miller wanted to briefly discuss the appointment of Janet Wilbraham as the Hess School Principal. She stated that Ms. Wilbraham has been in the district since January and that neither of her children know who she is. She feels that, when she was growing up, the principal was always visible and does not feel that is the case now. She does not feel that Ms. Wilbraham is the best choice for the position and does not support it.

Dr. Erickson asked if anyone else was present to speak about the same item. She asked anyone to stand (**a number of** (*Amended by Board discussion May 7, 2013*) individuals stood up) and unless they had something different to add the Board would move on to the next topic.

BOARD MEMBER COMMENTS

Mrs. Capone wanted to comment regarding the Health and Fitness event for families which was held last week. She said it was a wonderful event and she wanted to thank **the two teachers who were at the event** (*Amended by Board discussion May 7, 2013*), Mrs. Conrad and Mrs. Richardson.

SUPERINTENDENT/STAFF REPORTS

(A) Information Items

1. **Dates to Remember**

- a. **April 23, 2013** – Board of Education Meeting – Davies School – 5:30 p.m.
- b. **May 2, 2013** – Finance Committee Meeting – Board Office – 7:30 a.m.
- c. **May 7, 2013** – Curriculum Committee Meeting – Davies School – 6:00 p.m.
- d. **May 7, 2013** – Board of Education Work Session Meeting – Davies School – 7:00 a.m.
- e. **May 8, 2013** – Personnel Committee Meeting – Board Office – 5:00 p.m.
- f. **May 10, 2013** – Facilities Committee Meeting – Board Office – 7:30 a.m.
- g. **May 10, 2013** – Davies School 25th Annual Spring Concert – Hess Auditorium – 7:00 p.m.
- h. **May 18, 2013** - Davies Walk for Water – 7:30 a.m.
- i. **May 18, 2013** – Davies 25th Anniversary Celebration – Davies School – 12:00 p.m.
- j. **May 21, 2013** – Board of Education Meeting – Board Office – 7:00 p.m.

Dr. Cappelluti reminded everyone about the Shaner Concert on Wednesday, Thursday and Friday (April 24th, 25th and 26th) beginning at 10:00 a.m.

Dr. Cappelluti also reminded the Board about the Eat Right, Move for More Program which was awarded to the Hess Educational Complex. This grant was applied for by Jennifer Baldwin and William Trackman. The school will be visited by a New York Jets football player who will speak to the fourth and fifth grade students regarding healthy eating and physical activity. The students will also be awarded prizes.

Step Up Day is scheduled for the Shaner School. She thanked Sheppard Bus Company for donating buses for the day.

Dr. Cappelluti thanked Lucie Pham, the eighth grade student who participated in the Eight Grade Dialogue and Dessert.

She thanked Carol Bennet for organizing the Jump Rope for Heart Program in which \$9,022 was raised.

She also thanked the Rotary Club of Mays Landing for donating dictionaries to the third grade students.

Mr. Santilli has been working hard for the Walk for Water event taking place on May 18, 2013, as well as the 25th Anniversary of the Davies School.

- (B) Registration/Transfer Statistics for the Month of March, 2013, as per attachment X-B.
- (C) Enrollment for March, 2013, as per attachment X-C.
- (D) Harassment, Intimidation and Bullying Incident Log, as per attachment X-D.
- (E) Student Discipline Reports for the month of March, 2013, as per attachment X-E.
- (F) New Homes and Certificates of Occupancy for the month of March, 2013, as per attachment X-G.
- (G) Round-Up Registration/Pre-School and Kindergarten:

Joseph C. Shaner School:

- May 21, 2013 – 9:30 a.m. – 12:00 p.m./1:00 p.m. – 3:00 p.m.
 - May 22, 2013 – 9:30 a.m. – 12:00 p.m./1.00 p.m. – 5:00 p.m.
 - May 23, 2013 – 9:30 a.m. – 12:00 p.m./1:00 p.m. – 3:00 p.m.
- (H) PTA Fund Distribution Presentation given by Danielle Bolf, President of the Hamilton Township PTA.

Ms. Bolf presented checks from their annual fund raising profit to each of the three schools in the district for a total of \$4,000. The funds will be used for student field days at all three schools and the 8th grade graduation at Davies. Shaner will receive \$750, Hess \$1,250, and Davies \$2,000.

April Perone, Vice President of the PTA, read the PTA Mission Statement. She also noted that this was National Volunteer Week and wanted to thank all those who volunteer their time for the PTA. She cited the position of the PTA on certain topics and stated that PTA members are always available to answer any questions that may come up.

Mrs. Capone asked if the Board was at 100% membership for the PTA. Ms. Perone responded yes.

Dr. Cappelluti mentioned that she attended the Teacher of the Year luncheon this afternoon with the teachers of the district.

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 approve the purchase of 65 hand-held radios through Birch's Communications at a total cost of \$24,493.23. **Hand-held radios**

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

2. To approve Resolution #54 for the following project, as per attachment Facilities-2: **Resolution #54**

Automatic Temperature Controls Project at the George L. Hess Educational Complex
FVHD#4421A
State DOE Plan #1940-055-13-1000

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

- Resolution #55**
3. To approve Resolution #55 for the following project, as per attachment Facilities-3:

Automatic Temperature Controls Project at the William Davies Middle School
FVHD#4421B
State DOE Plan #1940-120-13-1000

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

**Resolution
#56**

4. To approve Resolution #56 for the following project, as per attachment Facilities-4.

Gym Floor Replacement Project at the
William Davies Middle School
FVHD#4422
State DOE Plan #1940-120-13-2000

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 payment to staff members for professional development provided during the March 15, 2013 Professional Development Day (not to exceed 10 hours each) at the hourly rate of \$26.00 certificated staff and \$15.00 non-certificated staff) provided for in the 2009-2012 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded through Local Funds, as per attachment Curriculum-1.

**Professional
Development**

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. Aiken, to approve the following Motion as presented:

1. To accept the Superintendent's and Board Secretary's certification that they have reviewed all bills and purchase orders which

**Superintendent's
and Board
Secretary's**

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. **certification**

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 item has been included as an information item:

2. Purchase orders issued for services, supplies and equipment in the amount of \$8,930.34, as per attachment Finance-2. **Purchase orders**

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

Bills and payroll

3. To approve the following bills and payroll in the total amount of \$2,907,494.50, as per attachment Finance-3:

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$4,373.00
10	General Fund/Payroll	195,648.71
11	Current Expense	604,804.25
11	Current Expense/Payroll	2,035,108.90
20	Special Revenue	15,571.46
20	Special Revenue/Payroll	51,988.18

Budget transfers

4. To approve budget transfers in the amount of \$20,000.00, as per attachment Finance-4.

Staff attendance at seminars, workshops and conferences

5. 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 Finance-5.

Out-of-District Placement

6. To approve an Out-of-District Placement with Atlantic County Special Services School District, as per attachment Finance-6.

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

Funds from PTA 7. To accept the funds from the Hamilton Township PTA in the amount of \$4,000 for the 2012-2013 school year as follows, as per attachment Finance-7:

Shaner School - \$750.00 for field days
Hess School - \$1,250.00 for field days for Pre-K-5th
Davies School - \$2,000 for field days & 8th Grade Graduation

Dr. Erickson noted that these funds were proudly accepted and appreciated. Mrs. Capone also thanked the President and Vice President of the PTA for all of their time and efforts. She appreciates what the PTA does for the district.

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)

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 Mr. Anderson, to approve the following Motion as presented:

1. To approve homebound instruction for the 2012-2013 school year, as per attachment Personnel-1. **Homebound instruction**

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 table item #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)

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

3. To accept a resignation notice from Virakhone Aleng Phommathep, Data Specialist, effective April 19, 2013 with his last day of employment to be May 18, 2013, as per attachment Personnel-3.

**Resignation of
Virakhone Aleng
Phommathep**

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

POLICY COMMITTEE – Mrs. Capone

None

TRANSPORTATION COMMITTEE – Mr. Anderson

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

Club/activity trips To approve club/activity trips for the 2012-2013 school year, as per attachment Transportation-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

None

SOLICITOR'S REPORT

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Mrs. Capone thanked Dr. Cappelluti for the Step-Up Program for the 1st

graders going to 2nd grade.

Mrs. Capone also noted that she has recently learned that the students are being charged for a full breakfast, even if they only take one item. Dr. Cappelluti will ask Mr. Trackman about this and report back to the Board.

Mrs. Capone asked what the Facilities committee has discussed regarding recycling. Mr. Sacchinelli stated that it will be discussed at the next committee meeting.

PUBLIC COMMENTS

April Perone thanked Mr. Carl Kelchner for his efforts during the Hess Family Fitness night.

Cathleen Palmeri spoke regarding the secretaries and support staff of the district. Ms. Palmeri is a 23 year employee in the district and feels the secretaries support the schools and its administrators. They are responsible for handling many confidential situations while monitoring the doors, parents, and telephones and ensuring the safety of the students. She thinks it is unfair that secretaries in the Galloway school district start at a salary of \$41,000.while the secretaries in our district start at \$24,000. She feels the secretaries deserve a fair and equitable contract.

Dave Evangelist, a teacher in the district since 1992, spoke regarding the salaries the staff is paid in comparison to other districts. He feels the district is falling farther and farther behind other districts. He feels it is time to make a change to correct this. The guide cannot be fixed if teachers continue to get the same percentage each year. They are now paying more into health and pension benefits. He feels a decent contract settlement needs to be made so that this does not have to be discussed every three years.

Jeff Wellington has served in the district for 21 years. He would like the Board to consider training our own staff for the strengthening families program. The program helps students and families work with social issues. He feels this would be more beneficial than having a consultant come into the district who then leaves after the program is done. He noted that student achievement and attendance increases with parental involvement.

Lynn Creelman, a teacher in the District since 2002 would like the Board to know that their decisions affect the lives of all staff. She is not only a teacher in the District, but a mother as well. She thought

that working in the District would provide a good salary, but she does not feel that her salary has grown enough to provide for her daughters as a single mother. She does not feel the HTEA should settle for less than what they deserve any longer.

Lorraine Von Hess is a paraprofessional in the district for 19 years. She explained to the Board that the paraprofessionals are the lowest paid in the County. She explained the duties of the paraprofessional. She also noted the freeze of both the paraprofessionals and the teachers in the last contract, and the reduction of hours for the paraprofessionals. The top of the salary guide for this District for paraprofessionals is \$21,014. This is below the starting salary of other districts. They are working on a new salary guide for the paraprofessionals which will be presented to the Board. This guide will make a huge difference in their lives and allow them to continue to do the job that they love.

Amy Gold who is a teacher in the District also spoke regarding the salaries of the HTEA. She feels that both sides have to listen to fix the salary guides. She said they are asking for a fair contract because they deserve it and give the students a quality education.

Shannon Branca stated that her children have had over 70 teachers and paraprofessionals over their school careers in the District. The students need the support of the teachers. They have nothing to do with the contract. She supports the teachers, but does not want them to involve the students in the negotiations in any way.

Jeff Gildiner apologized to the Superintendent regarding any comments which he may have misstated. They were just trying to make a point that her salary has now placed her in the top nine as posted in the County while the rest of the District is in the bottom three. Salary guides are expected to move one step per year, unless otherwise noted in the contract. Mr. Gildiner reviewed the typical day of a teacher, with no complaints. He stated that there are many inequities in the guide. He compared this District to the salaries being paid in Somers Point. Mr. Gildiner stated he is on step 8 with 12 years in the district, earning \$49,818.

The following district employees stated their years of service, step on the salary guide, and annual salary:

Sarah Mack, Eileen O'Sullivan, Judy Conrad, Carrie Connelly, Maria Sarno, Kristen Sambrone, Christine Petrone, Kelly King, Stephanie Sonic, **Sonia Bhadia (Amended by Board discussion May 7, 2013)**
Jennifer Padula, Pamela Thomas, Janice Barber, Rita Cohen,

Loraine Von Hess, Amy Gold, Jennifer Farell, Evelyn Dodd, Rachel Bilko, Jessica Willis.

Terry Kruger asked the Board to settle the contract now.

Denise Bracher, a parent from the District spoke to encourage the Board to come to some type of a decision for the teachers in the District. Her children have received a quality education and the teachers deserve a raise.

Dorothy Schoenstein spoke regarding the contract as well. She is tired of fighting every year. She has been dedicated to her job despite the low salary and cannot understand why the teachers in the District are not compensated for the love and dedication they give to the children.

Lila Williams, resident of Mays Landing, her children have gone through the school system. She noted teachers are leaving to find better paying jobs. She worked for a lower salary thinking she would reach higher salaries as the years went on. Ms. Williams also stated that the teachers are working hard with new initiatives. She wants the Board to properly compensate the current staff.

Gail Harris spoke about working for 25 years in the district and the importance of the paraprofessionals. She feels the salaries are too low and is willing to pay higher taxes in order to raise the salaries. She noted that the teachers work very hard and deserve to be compensated. She cannot imagine a family surviving on \$21,000 a year. She wants the Board to increase the salaries in the district.

Patty Fleming, HTEA President, thanked the association members for attending and thanked the Board for listening to all of the members who spoke.

EXECUTIVE SESSION

Motioned by Dr. Erickson, seconded by Mr. Sacchinelli, to enter into executive session for discussion 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 discussion of contract negotiations. Further resolved that the discussion of such subject matter in

Mays Landing, NJ
April 23, 2013

executive session can be disclosed to the public when formal action is taken on such subject matter or at any other appropriate time. Further resolved that the Board may take action on items discussed in executive session. Further resolves that the Board will be in executive session for approximately 60 minutes.

Voice Vote: (9-0-0) Motion carried

The Board entered into Executive Session at 8:52 p.m.

The Board reconvened the regular meeting at 9:34 p.m.

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

Voice Vote: All in favor: (8-0-0) Motion carried.

The Hamilton Township Board of Education meeting adjourned at 9:35 p.m.

Daniel Smith
Board Secretary