

**MINUTES OF THE WORK SESSION MEETING  
OF THE BOARD OF EDUCATION  
HELD ON SEPTEMBER 3, 2013  
HAMILTON TOWNSHIP PUBLIC SCHOOLS  
Mays Landing, New Jersey  
William Davies Middle School Library**

The Work Session 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.

**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, Mr. George Hassa, Mrs. Barbara Kupp, Mr. John Sacchinelli, and Dr. Anne Erickson. Quorum present.

**Roll  
Call**

Members Absent: Mrs. Kim Melton

Also present were: Dr. Michelle Cappelluti: Superintendent of Schools  
Mr. Daniel Smith: Board Secretary  
Mr. Eric Goldstein: Solicitor

**APPROVAL OF MINUTES**

1. Regular and Executive session minutes of the meeting of August 6, 2013, as per attachment Minutes-1.
2. Regular and Executive session minutes of the meeting of August 20, 2013, as per attachment Minutes-2.

**SUPERINTENDENT/STAFF REPORTS**

(A) Information Items

1. **Dates to Remember**

- a. **September 3, 2013** – Board of Education Meeting – Davies School – 7:00 p.m.
- b. **September 3 & 4, 2013** – Teacher In Service Days
- c. **September 5, 2013** – First Day for Students
- d. **September 13, 2013** – Facilities Committee Meeting – Board Office – 7:30 a.m.
- e. **September 17, 2013** – Curriculum Committee Meeting – Davies School – 6:00 p.m.
- f. **September 17, 2013** – Board of Education Meeting – Davies School – 7:00 p.m.
- g. **September 25, 2013** – Personnel Committee – Board Office – 5:00 p.m.
- h. **September 26, 2013** – Finance Committee – Board Office – 4:30 p.m.

(B) Orientation/Open House:

- Shaner School Orientation: September 4, 2013  
9:30 a.m. to 10:30 a.m.
- Hess Pre-School Orientation: September 6, 2013  
AM Students – 10:00 a.m. to 11:00 a.m.  
PM Students – 11:30 a.m. to 12:30 a.m.

(C) Back to School Nights:

- Shaner School – September 10, 2013 – Grades K & 1
- Davies School – September 18, 2013 – Grade 6
- Davies School – September 19, 2013 – Grades 7 & 8
- Hess School – September 24, 2013 – Green, Blue, Purple and Silver Houses
- Hess School – September 25, 2013 – Red, Orange, Yellow and Gold Houses

**BOARD MEMBER COMMENTS**

Mrs. Capone thanked the parents who donated their time to decorate the bulletin boards at each of the three schools in the district.

Mr. Aiken thanked the summer workers and the custodial staff for work done at the schools over the summer months. He also thanked Dr. Cappelluti and the administration for their participation in the transportation meeting last week. The meeting was very informative. Mr. Aiken also noted that both parties failed to reach an agreement at the fact finding meeting on August 27, 2013. The fact finder will now issue a report.

Dr. Erickson thanked everyone who voted for our local resident, John Berchtold who was vying for a place on a television show and won.

Mrs. Kupp noted that everyone can still vote for funds on the Target website as listed on the PTA site.

Dr. Cappelluti thanked Mrs. Stecher for applying for and winning the Target grant in the amount of \$2,000. The grant will be used for a family literacy program.

Dr. Cappelluti also thanked Mr. Santilli for the Walk for Water fundraiser which raised \$2,768. The money will go to a girl's school in West Africa.

**PUBLIC COMMENTS:**

Patty Flemming asked what has been paid to the negotiator over the past year. She also had questions regarding other child study team salaries and the expiration of Mr. Taylor's contract.

Mr. Smith responded Mr. Taylor was paid \$4,600 and that the other salaries were budgeted for child study team summer case work.

Mrs. Flemming noted that the website incorrectly cites that employees are reimbursed for dropping out of State Health Benefits. She stated that this was not noted in the contract.

**COMMITTEES AND RECOMMENDATIONS**

**BUILDING/FACILITIES COMMITTEE – Mr. Sacchinelli**

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

- |    |  |                                     |
|----|--|-------------------------------------|
| 1. | To approve a reciprocal arrangement between the Hess School and Woodview Estates to offer temporary shelter in the event of an emergency.              | <b>Woodview Estates shelter</b>     |
| 2. | To approve a reciprocal arrangement between ACSSSD and the Hess Educational Complex to offer temporary shelter in the event of an emergency.           | <b>ACSSSD shelter</b>               |
| 3. | To approve a reciprocal arrangement between St. Vincent DePaul School and Shaner School to offer temporary shelter in the event of an emergency.       | <b>St. Vincent de Paul shelter</b>  |
| 4. | To approve a reciprocal arrangement between the Davies Middle School and Oakcrest High School to offer temporary shelter in the event of an emergency. | <b>Oakcrest High School shelter</b> |

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr.

Hassa, Mrs. Kupp, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

**CURRICULUM COMMITTEE – Mrs. Kupp**

Motion by Mrs. Kupp, seconded by Mr. Anderson, to approve the following motion as presented:

**Behavioral Disabilities Class**

1. To approve to apply to the County Superintendent for the elimination of a Behavioral Disabilities class at the Hess School.

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

Motion by Mrs. Kupp, seconded by Mr. Hassa, to approve the following motion as presented:

**Special Education Programs**

2. To approve to apply to the County Superintendent for the establishment of the following Special Education programs for the 2013-2014 school year:

- Multiply Disabled at Shaner, Hess and Davies
- Resource In-Class at Shaner, Hess and Davies
- Pre-School Students w/ Disabilities-PT at Hess
- Autism at Hess and Shaner
- Resource Pull-Out at Shaner, Hess and Davies

This submission is intended to update the approvals of the program.

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

**FINANCE COMMITTEE – Mrs. Melton**

**Receipts and Expenditures**

1. Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 for the month of July, 2013. The Report of Receipts and Expenditures and the Secretary's Report

are in agreement for the month of July, 2013,  
as per attachment Finance-1.

2. Board Secretary's Report for the period ending July 31, 2013. Pursuant to N.J.A.C. 6A:23-2.11(c)4, the Hamilton Township Board of Education certifies that as of July 31, 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 Finance-2. **Board Secretary's Report**
3. Interest Income for the month of July, 2013, as per attachment Finance-3. **Interest Income**
4. Receipts for the month of July, 2013, as per attachment Finance 4. **Receipts**
5. Refunds for the month of July, 2013, as per attachment Finance-5. **Refunds**
6. Capital Reserve Interest for the month of July, 2013, as per attachment Finance-6. **Capital Reserve Interest**
7. Rental Income for the month of July, 2013, as per attachment Finance-7. **Rental Income**
8. Miscellaneous Revenue for the month of July, 2013, as per attachment Finance-8. **Miscellaneous Revenue**
9. The monthly Budget Summary Report for July, 2013 has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment Finance-9. **Budget Summary Report**
10. Budget transfers in the amount of \$102,454.95 as per attachment Finance-10. **Budget transfers**
11. Superintendent's and Board Secretary's certification that they have reviewed all bills and purchase orders which are listed on the bill list, **Superintendent's and Board Secretary's**

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**

**Purchase Orders**

12. Purchase orders issued for services, supplies and equipment in the amount of \$1,358,667.60, as per attachment Finance-12.

**Bills and payroll**

13. Bills and payroll in the total amount of \$4,241,664.69, as per attachment Finance-13:

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$ 162,286.79
10	General Fund/Payroll	1,184,052.74
11	Current Expense	962,812.22
11	Current Expense/Payroll	93,116.83
12	Capital Outlay	11,617.49
20	Special Revenue	222,173.18
20	Special Revenue/Payroll	1,529,114.38
50	Kids' Corner	5,800.16
50	Community Education	17,453.08
50	Camp Blue Star	53,217.82

**Staff attendance**

14. Staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2013-2014 school year, as per attachment Finance-14.

**Marie H. Katzenbach School of the Deaf**

15. Tuition Contract with Marie H. Katzenbach School of the Deaf for the Extended School Year Program (ESY) for one (1) student, for the period July 8, 2013 through August 9, 2013 in the amount of \$4,900.00.

**Head Start Program**

16. Agreement between the Head Start Program and the Hamilton Township School District to support children's optimal development and readiness, as per attachment Finance-16.

**GCSSSD One-on-One Aide Contract**

17. Tuition Contract and One-on-One Aide Contract with the Gloucester County Special Services School District (GCSSSD) for the Extended School Year Program (ESY) for one (1) student, beginning July 8, 2013 for twenty (20) days as follows:

ESY Program/20 days, at \$192.00/day – Total \$3,840.00  
One-on-One Aid/20 days at \$156.00/day – Total \$3,120.00

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|---|--|
| 18. Tuition Contract with Atlantic County Special Services School District (ACSSSD) for the Extended School Year Program (ESY) for twelve (12) students, beginning July 1, 2013, for twenty (20) days at a cost of \$105.00/day/per student for a total of \$25,200.00.   | <b>Tuition Contract with ACSSSD</b>  |
| 19. Tuition Contract with Gloucester County Special Services School District for Auxiliary Deaf Services/Additional services for one (1) student for the 2013-2014 school year and Extended School Year (ESY) as follows: <ul style="list-style-type: none"><li>● Educational Interpreter (School Year) – 10 months - \$9,180.00</li><li>● Educational Interpreter ESY - \$892.50</li></ul> | <b>Tuition Contract with GCSSSD</b>  |
| 20. Agreement with Monmouth-Ocean County Special Services School District to provide Chapter 226 nursing services to non-public students for the 2013-2014 school year in an amount not to exceed state funding for fiscal year 2014, as per attachment Finance-20.   | <b>Agreement with Monmouth-Ocean County Special Services School District</b> |
| 21. Grant salaries for the 2013-2014 school year, as per attachment Finance-21.   | <b>Grant salaries</b>  |

Motion by Mrs. Capone, seconded by Mr. Sacchinelli, to approve the following motion as presented:

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| 22. To approve to submit the FY2014 (School Year 2013-2014) No Child Left Behind (NCLB) Grant Application, as per attachment Finance-22. | <b>NCLB Grant Application</b> |
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Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

Motion by Mrs. Capone, seconded by Mr. Sacchinelli, to approve the following motion as presented:

- RFP for Labor/ Personal Counsel Services** 23. To approve to solicit for Requests for Proposals for the following services for the 2014 calendar year pursuant to 18A:18A-4.4:
- Labor/Personnel Counsel Services

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

Motion by Mrs. Capone, seconded by Mr. Sacchinelli, to approve the following motion as presented:

- Target Grant** 24. To accept funds from a Target Grant titled "Books in Your Backyard" in the amount of \$2,000.00, as per attachment Finance-24.

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

**PERSONNEL/NEGOTIATIONS COMMITTEE – Mr. Aiken**

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

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

- District substitutes** 1. District substitutes for the 2013-2014 school year, as per attachment Personnel-1.

- Kid's Corner staff** 2. To approve Diana Franco as a Kid's Corner staff member for the 2013-2014 school year at the rate of \$10.00/hour.

- Resignation of Carol Bittner** 3. To accept a resignation notice from Carol Bittner, St. Vincent de Paul Paraprofessional, effective August 19, 2013, as per attachment Personnel-3.

- Melanie Piskun, Hess School teacher** 4. To approve Melanie Piskun as a full-time Hess School teacher for the period September 4, 2013 through December 31, 2013, B.A., Step 1, with a total annual salary of \$44,352.00, pro-rated, as per attachment



Personnel-4.

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Piskin is a replacement for Patty Carmen who is on a medical leave of absence.

5. To approve Sarah Vicedomini as a full-time Hess School teacher for the period September 4, 2013 through June 30, 2013, B.A., Step 1, with a total annual salary of \$44,352.00, pro-rated, as per attachment Personnel-5.

**Sarah Vicedomini,  
Hess School  
teacher**

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Vicedomini is a replacement for Tammy Welsey who has taken the position of Reading Specialist position.

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

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

6. To approve Angie Chavez as a part-time, 29 hours/week Hess School Paraprofessional beginning September 11, 2013 through June 30, 2014, Paraprofessional Guide, Step 1, with a total annual salary of \$13,382.00, pro-rated, as per attachment Personnel-6.

**Angie Chavez,  
Hess  
paraprofessional**

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Chavez is a replacement for Jean Kline who has resigned.

**Shawnee Foglio,  
Hess  
paraprofessional**

7. To approve Shawnee Foglio as a part-time 29 hour/week Hess School Paraprofessional for the September 4, 2013 through June 30, 2013, Paraprofessional Guide, Step 1, with a total annual salary of \$13,382.00, pro-rated, as per attachment Personnel-7.

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Foglio is a replacement for Devon Hausmann who has resigned.

**Michelle Nilan,  
paraprofessional**

8. To approve Michelle Nilan as a part-time 29 hour/week Hess School Paraprofessional for the September 4, 2013 through June 30, 2013, Paraprofessional Guide, Step 1, with a total annual salary of \$13,382.00, pro-rated, as per attachment Personnel-8.

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Nilan is a replacement for Jayne Leonetti who has resigned.

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

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

**Emergency hiring**

9. Motion to approve the following applicants for emergency hiring and applicants' attestation that they have not been convicted of any disqualifying crime pursuant to the provision of N.J.S.A. 18A:6 7.1:

Angie Chavez – Hess School Paraprofessional  
Shawnee Foglio – Hess School Paraprofessional  
Michelle Nilan – Hess School Paraprofessional

**Position Control  
#20.03.26AHZ**

10. To abolish Position Control #20.03.26AHZ, Technology Education Teacher.

11. To create Position Control #20.03.09AUZ, Science, Technology, Engineering and Math (S.T.E.M.) Teacher. **Position Control #20.03.09AUZ**
  12. To approve the following transfer for Malika Green, as per attachment Personnel-12: **Transfer Malika Green**  
  
From Davies Grade 6 Math to  
Davies Multi-Grade S.T.E.M.
  13. To approve an intermittent New Jersey Family Leave for Nancy Amatuzio, Davies School part-time Paraprofessional beginning September 3, 2013, as per attachment Personnel-13. **Family Leave for Nancy Amatuzio**
- Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

**POLICY COMMITTEE – Mrs. Capone**

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

1. To approve Regulation #5230 – Late Arrival and Early Dismissal on first reading, **as per amended attachment Policy-1.** **Regulation #5230**
- Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

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

2. To approve Policy #2415.04 – Title I-District-Wide Parental Involvement on first reading, as per attachment Policy-2. **Policy #2415.04**
3. To approve Policy #2415.04.1 – Title 1 – Joseph C. Shaner School Parental Involvement on first reading, as per attachment Policy-3. **Policy #2415.04.1**

**Policy #2415.04.2** 4. To approve Policy #2415.04.2 – Title 1 – George L. Hess Educational Complex Parental Involvement on first reading, as per attachment Policy-4.

**Policy #2415.04.03** 5. To approve Policy#2415.04.03 – Title I – William Davies Middle School Parental Involvement on first reading, as per attachment Policy-5.

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

**TRANSPORTATION COMMITTEE – Mr. Anderson**

None

**NEW BUSINESS**

Mrs. Capone would like to discuss the addition of a tennis club for boys and girls. She feels it would be a low cost activity and a benefit for the students and the high school program. Dr. Cappelluti will speak with Mr. Santilli and find out if there is an interest from the students. She will also have Mr. Smith look into an estimated cost for this program.

Dr. Erickson asked if we could possibly look into other programs that were cut as well. Mrs. Kupp commented that she felt this might not be the proper time to look into these clubs. She feels it would be best to wait until contract negotiations are completed.

Mrs. Capone feels that there is money spent on other unnecessary items in the school, such as office furniture and she feels the money would be better spent by giving something to the students. Mrs. Capone asked for a straw poll of the Board: Capone, Anderson, Erickson and Hassa are in favor. Kupp and Sacchinelli are in favor as long as the teacher contract is settled. Francis was not opposed to adding the activities.

Mr. Sacchinelli wanted to clarify that the projects done for facilities improvements are considered capital projects and are done with help from state grants. They are done so that the school can be kept clean and running efficiently for the education of our students.

**OLD BUSINESS**

None

**PUBLIC COMMENTS**

Michelle Giardino is submitting her resignation as the Vice President of the Hamilton Township Education Foundation. She does not feel that the current Board of Education is investing in the

interest of the children of the community.

Kathleen McGee who is a retired teacher who worked in the district for 36 years. She feels that education has always been important in Mays Landing. She understands that decisions are hard to make. She researched the job description of a Board member noting that they are entrusted in doing what is best for the children of the community. She is asking this Board to settle a fair contract. She feels the community will suffer if we continue to lose good teachers.

Eileen Shankle had a question regarding the letter received by substitutes at Oakcrest High School. Dr. Cappelluti responded that they are preparing for next year, as a substitute cannot work over 29 hours. Therefore they will only work three days out of the week. This is due to changes in the federal healthcare act.

Shannon Branca questioned why anyone would want to work in the district, as we are moving downward. She feels the teachers we have are good teachers and that they are short-changing themselves by saying all of the good teachers are leaving the district. She noted that she has heard that the administration is not treating their staff well. She would hope that the Board would look into making improvements in the district.

Ron Buckbee has a son in kindergarten this year and has heard a lot going on at the Board meetings he has been attending. He noted what he found regarding the pay scale of the teachers of his child and is concerned about the education he will receive if they are not being paid well.

Patty Fleming wanted to note that she was excited about being assigned a mediator. He had a good reputation and never wrote a fact finding report. However, she was disappointed when four negotiators left the fact finding session and she began to analyze what has been going on. She noted that these negotiations are not about the money. It is about the politics and dysfunction of the Board. The union is becoming stronger and

will not break. She feels that this is destroying the district. She then distributed a page of the contract which cited that an agreement will be made in a good faith effort. She feels the negotiators are violating the contract.

Jeff Gildiner informed the Board that another resignation will be handed in from a teacher who has been in the district for 11 years. The teacher will be leaving for a \$15,000 a year raise. He feels the Board just does not care and they need to take action.

Dr. Erickson defended the Board on the job they have been doing. She feels they are committed and have received the necessary training to be on the Board. She appreciates the job they are doing. Dr. Erickson also noted that the salary guides have been agreed to by both sides.

### **EXECUTIVE SESSION**

Motion by Mr. Hassa, seconded by Mr. Aiken, to enter into executive session for the purpose of real estate 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 personnel actions and contract 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 60 minutes.

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

The Board entered into executive session at 8:47 p.m.

The Board reconvened the regular meeting at 10:01 p.m.

Motion by Dr. Erickson, seconded by Mr. Anderson, to deny the employee grievance, as discussed in executive session.

Mays Landing, NJ  
September 3, 2013

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson,  
Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp,  
Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

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

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

The Hamilton Township Board of Education meeting adjourned at 10:02 p.m.

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Daniel Smith  
Board Secretary