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**MINUTES OF THE REGULAR SESSION MEETING
OF THE BOARD OF EDUCATION
HELD ON JULY 1, 2014
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 7:05 p.m. in the Michael H. Duberson Memorial Library at the William Davies Middle School by Dr. Anne Erickson.

**Call
To
Order**

Anne 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, Mrs. Stephanie Buchanan, Mrs. Peggy Capone, Mr. Greg Cassidy, Mrs. Amelia Francis, and Dr. Anne Erickson. Quorum present.

**Roll
Call**

Members Absent: Mr. Greg Ciambrone and Mrs. Kim Melton

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

V. APPROVAL OF MINUTES

Motion by Mrs. Capone, seconded by Mr. Aiken to approve the Regular and Executive session minutes of the meeting of June 3, 2014, as per attachment Minutes-1; and

to approve the Regular and Executive session minutes of the meeting of June 17, 2014, as per attachment Minutes-2; and

to approve the Regular and Executive session minutes of the meeting of June 21, 2014, as per attachment Minutes-3.

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

Mrs. Francis, and Dr. Erickson. (6-0-0)

VI. CORRESPONDENCE

None

VII. PUBLIC COMMENTS

Public comments were moved until after the presentation regarding the purchase of the Duberson School.

VIII. BOARD MEMBER COMMENTS

None

SUPERINTENDENT/STAFF REPORTS

(A) Information Items

1. **Dates to Remember**

- a. **July 1, 2014** – Board of Education Meeting – Davies School – 7:00 p.m.
- b. **July 4, 2014** – Schools Closed
- c. **July 7, 2014** – Curriculum Committee Meeting – Board Office – 10:00 a.m.
- d. **July 9, 2014** – Personnel Committee Meeting – Board Office – 4:15 p.m.
- e. **July 11, 2014** – Facilities Committee Meeting – Board Office – Time TBD
- f. **July 15, 2014** – Board of Education Meeting – Davies School – 7:00 p.m.
- g. **July 31, 2014** – Finance Committee Meeting – Board Office – 4:00 p.m.

Mr. Sacchinelli arrived at 7:11 p.m.

Dr. Erickson discussed cancelling the July 15, 2014 Board meeting. Dr. Cappelluti noted that Board has cancelled one of the July meetings in the past.

Barring any additional setbacks, the meeting will be cancelled, as agreed by the Board.

Presentation regarding the purchase of the Duberson School

Given by: Volunteers of America Delaware Valley

Dan Lombardo, President and CEO of Volunteers of American Delaware Valley gave an overview of what they are looking to do with the school. They have been looking into developing the building into senior housing or affordable housing. They are presently looking into the needs of the community.

Owen McCabe, Vice President of Development spoke to the Board. He told them they are looking into this project to see what they can bring to the community. They are here to work with the Board and the community.

John Kurtz, who is a business owner and is currently on the township planning board and historical preservation commission, asked if Mr. Lombardo's company was a 501(c) 3. Mr. Lombardo responded yes. Mr. Kurtz asked whether or not the company is anticipating working with a co-op on this project. Mr. Lombardo noted that is a possibility.

Mr. Kurtz was happy to hear that the company is willing to work with the historical society. He also wanted to clarify whether or not the School Board would have to obtain clearance from the Township Committee.

Mr. Goldstein replied that he feels the company is taking all steps to clear all issues with the Township. It will be a long process, but will be properly taken care of at each level.

Joann McClay who is a resident on Main Street in Mays Landing stated that she is against low income housing. She does not want it to bring down the value of her home. There is already a lot of low incoming housing in the township.

Mr. Lombardo responded that the key to running low incoming housing is how it is managed. He feels his company has a lot of experience in this.

Mrs. McClay asked how they screen tenants. Mr. Lombardo noted that they can screen and find people who can be problematic. Mr. McCabe also indicated how well the buildings are managed. They have employees at the location 24 hours a day.

Fr. Ted Heintzleman noted that he has received numerous telephone calls from residents with concerns that there will be a drug and alcohol center in the area. This is the reason he is here to listen to the presentation. There are schools in the area and he was interested to know what the building was going to be used for. He does feel senior housing is important.

A woman from the audience asked what qualifications the company has.

Mr. Lombardo replied that he has been the CEO of Volunteers of America Delaware Valley for 26 years. The company has grown and has many contracts with the state and federal government.

She also asked at what age senior housing is available. Mr. Lombardo answered that it normally starts between 50 and 55; however there could be special circumstances involved.

Mr. Lombardo encouraged the Board and the audience to look at their website to see what the company does.

John McClay also spoke. He noted he has concerns about the Duberson School being between two schools in the township. He feels you cannot control who moves

into the low income housing. He feels the school should be used for something other than low income housing. Mr. McClay feels low income housing would not be safe for the children in the area.

Mr. Lombardo noted that the company is going to work with the community.

Mr. Sacchinelli asked if there would be the possibility of having a subcommittee for the project that would include all of the stakeholders. Mr. Lombardo indicated that he certainly would be willing to do this.

PUBLIC COMMENTS

There were no other public comments after the presentation.

EXECUTIVE SESSION

Motion by Dr. Erickson, seconded by Mr. Cassidy to enter into executive session.

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:

- Superintendent Evaluation
- Personnel Matters
- Sale of Property

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 15 minutes.

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

The Board entered into executive session at 8:01 p.m...

The Board reconvened the regular meeting at 8:20 p.m.

COMMITTEES AND RECOMMENDATIONS

BUILDING/FACILITIES COMMITTEE – Mr. Sacchinelli

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

1. To authorize the execution and delivery of the Section 15 Grant Agreement between the Hamilton Township School District Board of Education and the New Jersey Schools Development Authority for the following Department of Education approved project:

State Project #1940-060-14-1005
Joseph C. Shaner Memorial Elementary School
Window Replacement
2. To approve delegation of authority to Daniel Smith, School Business Administrator, for supervision of the above listed School Facilities Project.
3. To authorize the execution and delivery of the Section 15 Grant Agreement between the Hamilton Township School District Board of Education and the New Jersey Schools Development Authority for the following Department of Education approved project:

State Project#1940-060-14-1004
Joseph C. Shaner Memorial Elementary School
Unit Ventilator Replacement
4. To approve delegation of authority to Daniel Smith, School Business Administrator, for supervision of the above listed School Facilities Project.
5. To authorize the execution and delivery of the Section 15 Grant Agreement between the Hamilton Township School District Board of Education and the New Jersey Schools Development Authority for the following Department of Education approved project:

State Project#1940-120-14-1006
William Davies Middle School
Boiler and Heat Pump Replacement

6. To approve delegation of authority to Daniel Smith, School Business Administrator, for supervision of the above listed School Facilities Project.

Roll Call Vote: All in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson.
(7-0-0)

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

7. To authorize the execution and delivery of the Section 15 Grant Agreement between the Hamilton Township School District Board of Education and the New Jersey Schools Development Authority for the following Department of Education approved project:

State Project#1940-055-14-1003
George L. Hess Educational Complex
Elementary Domestic Hot Water Heater
Replacement

8. To approve delegation of authority to Daniel Smith, School Business Administrator, for supervision of the above listed School Facilities Project.
9. To authorize the execution and delivery of the Section 15 Grant Agreement between the Hamilton Township School District Board of Education and the New Jersey Schools Development Authority for the following Department of Education approved project:

State Project#1940-055-14-1001
George L. Hess Educational Complex
ATC Controls Replacement

10. To approve delegation of authority to Daniel

Smith, School Business Administrator, for supervision of the above listed School Facilities Project.

11. To authorize the execution and delivery of the Section 15 Grant Agreement between the Hamilton Township School District Board of Education and the New Jersey Schools Development Authority for the following Department of Education approved project:

State Project#1940-120-14-1002
William Davies Middle School
ATC Controls Replacement

Roll Call Vote: All in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson.
(7-0-0)

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

12. To approve delegation of authority to Daniel Smith, School Business Administrator, for supervision of the above listed School Facilities Project.

Roll Call Vote: All in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson.
(7-0-0)

CURRICULUM COMMITTEE – Mrs. Melton

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

1. To approve staff members to participate in Professional Development Workshops during the summer of 2014 (not to exceed 10 hours each) and to be paid at the hourly rate of \$24.51 as indicated in the 2012-2015 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.

2. To approve staff members to plan and provide Professional Development Workshops during the summer of 2014 (not to exceed 10 hours each) and to be paid at the hourly rate of \$26.00 as indicated in the 2012-2015 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded through local funds, as per attachment Curriculum-2.
3. To approve the Hamilton Township School District Bilingual/ESL Program Plan for School Years 2014-2017, as per attachment Curriculum-3.
4. To approve the submission of the Hamilton Township School District Bilingual/ESL Program Plan for 2014-2017 to the Office of Title I's, Bilingual/ESL Education Bureau.

Roll Call Vote: All in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson.
(7-0-0)

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

5. To approve Malika Green to participate in Project Lead the Way (PLTW) Professional Development (July 7th through July 11th and July 14th through July 18th) at Rowan University relative to the William Davies Middle School STEM program and to be paid at the hourly rate of \$24.51 as indicated in the 2012-2015 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded through local funds.

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

Buchanan, Mrs. Capone, Mr. Cassidy, Mrs.
Francis, Mr. Sacchinelli, and Dr. Erickson.
(7-0-0)

Mrs. Capone asked if data was available on bilingual students to gauge the effectiveness of the program. Dr. Cappelluti noted she would look into it and gather information for the Board.

Mrs. Capone asked about the summer reading program at Shaner and how many students and teachers were involved. Dr. Cappelluti noted she would confer with Mr. Cartwright and get back to the Board.

FINANCE COMMITTEE – Mrs. Capone

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

1. To approve the Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 for the month of May, 2014. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of May, 2014, as per attachment Finance-1.
2. To approve the Board Secretary's Report for the period ending May 31, 2014. Pursuant to N.J.A.C. 6A:23-2.11(c)4, the Hamilton Township Board of Education certifies that as of May 31, 2014, 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.

Roll Call Vote: All in favor: Mr. Aiken, Mrs.
Buchanan, Mrs. Capone, Mr. Cassidy, Mrs.
Francis, Mr. Sacchinelli, and Dr. Erickson.
(7-0-0)

The following items have been included as informational items:

3. Interest Income for the month of May, 2014, as per attachment Finance-3.
4. Receipts for the month of May, 2014, as per attachment Finance-4.
5. Refunds for the month of May, 2014, as per attachment Finance-5.
6. Capital Reserve Interest for the month of May 31, 2014, as per attachment Finance-6.
7. Rental Income for the month of May, 2014, as per attachment Finance-7.
8. Miscellaneous Revenue for the month of May, 2014, as per attachment Finance-8.
9. The monthly Budget Summary Report for May, 2014, has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment Finance-9.

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

10. To approve budget transfers in the amount of \$64,462.14, as per attachment Finance-10.
11. To approve 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.
13. To approve the following bills and payroll in the total amount of \$5,444,569.34, as per attachment Finance-13:

| <u>Fund</u> | <u>Title</u> | <u>Amount</u> |
|-------------|----------------------|---------------|
| 10 | General Fund/Payroll | \$319,142.13 |
| 11 | Current Expense | 1,351,655.15 |

| | | |
|----|-------------------------|--------------|
| 11 | Current Expense/Payroll | 3,247,605.22 |
| 20 | Special Revenue | 21,734.49 |
| 20 | Special Revenue/Payroll | 71,632.65 |
| 40 | Debt Service | 80,097.60 |
| 50 | Cafeteria | 308,652.39 |
| 50 | Kid's Corner | 28,427.00 |
| 50 | Community Education | 7,257.65 |
| 50 | Camp Blue Star | 8,365.06 |

Roll Call Vote: All in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson.
(7-0-0)

The following item has been included as an informational item:

12. Purchase orders issued for services, supplies and equipment as follows, as per attachment Finance-12:

2013-2014 - \$684,735.98
2014-2015 - \$687,334.88

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

14. To approve the following bills and payroll in the total amount of \$5,444,569.34, as per attachment Finance-13:
15. To approve and submit the FY2015 (School Year 2014-2015) No Child Left Behind (NCLB) Grant Application, as per attachment Finance-15.

Roll Call Vote: All in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson.
(7-0-0)

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. Cassidy, to approve the following motions, as presented:

1. To approve Stockton Speech and Language

Interns for the Fall, 2014 Semester, as per attachment Personnel-2.

2. To accept a resignation notice from Shannon Rhodes, Shaner School paraprofessional effective June 24, 2014 with her last day of employment to be June 30, 2014, as per attachment Personnel-2.

Roll Call Vote: All in favor #1: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson.
(7-0-0)

Roll Call Vote: Six in favor #2: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, and Mr. Sacchinelli. Nay: Dr. Erickson.
(6-1-0)

Motion by Mr. Aiken, seconded by Mr. Cassidy, to approve the following motion, as presented:

3. To approve a Sidebar Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association, as per attachment Personnel-3.

Roll Call Vote: All in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson.
(7-0-0)

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

4. To approve Steven Hinkeldey as the District's Transportation Specialist beginning July 7, 2014, for a total annual salary of \$40,000.00, as per attachment Personnel-4.

Roll Call Vote: All in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson.
(7-0-0)

POLICY COMMITTEE – Mrs. Buchanan

None

TRANSPORTATION COMMITTEE – Mr. Ciambrone

None

RESOLUTIONS

None

SOLICITOR’S REPORT

None

UNFINISHED BUSINESS

Mrs. Capone asked for follow up on the incident which occurred at the fundraiser for the Education Foundation which was held at the roller skating rink. Dr. Cappelluti will provide this to the Board.

Mrs. Francis asked what the status of the phone bill refund was. Mr. Smith said there was nothing new to report. The district has given the telephone company an amount they feel needs to be refunded. Mr. Smith noted the district is still paying the current bills.

Mr. Sacchinelli apologized for not attending the graduation ceremony. He was not feeling well that evening. He would like to congratulate the class and the teachers for another great school year.

Dr. Erickson also apologized for missing the graduation. She was sick that evening and could not attend.

NEW BUSINESS

None

PUBLIC COMMENTS

None

ADJOURNMENT

Motion by Dr. Erickson, seconded by Mrs. Capone, to adjourn the meeting.

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

The Hamilton Township Board of Education meeting adjourned at 9:00 p.m.

Daniel Smith
Board Secretary