

**MINUTES OF THE REGULAR SESSION MEETING
OF THE BOARD OF EDUCATION
HELD ON DECEMBER 2, 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 7:00 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, Mrs. Kim Melton, Mr. John Sacchinelli and Dr. Anne Erickson. Quorum present.

**Roll
Call**

Members Absent: Mr. Greg Ciabrone

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

V. APPROVAL OF MINUTES

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

1. Approve regular and executive session minutes of the meeting of October 7, 2014, as amended.
2. Approve the regular session minutes of the Special Meeting of October 15, 2014, as amended.
3. Approve the regular and executive session minutes of the meeting

of October 21, 2014, as amended.

Mrs. Capone noted changes to the minutes and amended her vote on the corrective action plan approved on November 18, 2014. Mr. Aiken also noted changes to the minutes.

Roll Call Vote: All in favor #1 and #3: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

Seven in favor #2: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mrs. Melton, and Dr. Erickson. Abstained: Mr. Sacchinelli. (7-0-1)

VII. CORRESPONDENCE

None

VIII. PUBLIC COMMENTS

None

IX. BOARD MEMBER COMMENTS

Dr. Erickson reminded everyone about the PTA holiday shopping fundraiser taking place at the Hess School. She noted that volunteers for this fundraiser would be appreciated.

Mrs. Capone asked about the presentation on NJ Ask results. Dr. Cappelluti stated that the district must wait for the 30 day appeal window to close. She feels it will be around the third week of December. Mrs. Dagit noted that the information will be released with the School Performance Report and that is when the results should be shared with the public.

Mrs. Capone does not understand why the Department of Education has the information posted on their website and she would like to know who is responsible for the students who are not proficient. She noted that the parents of those students are taxpayers and she would like to know what services those students are receiving. She hopes that the next Board takes a serious look at the scores.

X. SUPERINTENDENT/STAFF REPORTS

Dr. Cappelluti noted the passing of Angelo Pappa who was a former Board member and a very supportive member of the community.

(A) Information Items

1. Dates to Remember

- a. December 2, 2014 – Curriculum Committee Meeting – Davies School –

- 6:00 p.m.
- b. December 2, 2014 – Board of Education Meeting – Davies School – 7:00 p.m.
 - c. December 4, 2014 – Finance Committee Meeting – Board Office – 4:00 p.m.
 - d. December 4, 2014 – Transportation Meeting – Board Office – 4:30 p.m. (postponed)
 - e. December 11, 2014 – Facilities Committee Meeting – Board Office – 4:00 p.m. (Global Workforce)
 - f. December 11, 2014 – Personnel Committee Meeting – Board Office – 4:15 p.m. (*Postponed – New Date TBD*)
 - g. December 16, 2014 – Board of Education Meeting – Davies School – 7:00 p.m.
 - h. December 24-January 2, 2015 – Winter Recess – Schools Closed
 - i. January 6, 2015 – Regular and Re-Organization Meeting – Davies School – 7:00 p.m.

(B) Holiday Concerts:

♪ Davies School:

- December 4, 2014 – 7:00 p.m. at the Hess School

♪ Hess School:

- December 11, 2014 – 7:00 p.m. at the Hess School

COMMITTEES AND RECOMMENDATIONS

BUILDING/FACILITIES COMMITTEE – Mr. Sacchinelli

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

1. To approve the 2014-2015 Emergency Management Plan.

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

Mr. Aiken asked Mr. Sacchinelli if a meeting has been scheduled with the company interested in the Duberson School. Mr. Sacchinelli noted the meeting will take place on December 11, 2014.

Mr. Aiken asked if a letter was sent to Volunteers of America. Mr. Goldstein noted that he has informed Volunteers that the Board is exploring all its' options.

Dr. Erickson asked Mr. Goldstein about selling the building to one company versus the other. Mr. Goldstein noted that public perception will be important and he thinks the public was clear that they do not want low income housing.

Dr. Erickson asked about selling the building to a company who may change the use of the building. Mr. Sacchinelli noted that this company would be using the building as a school setting, and Volunteers would use the building for housing.

Dr. Erickson asked if there was a sports aspect to the project. Mr. Sacchinelli noted that Mr. Baxter's foundation would help support pre-existing sports programs in the Township.

CURRICULUM COMMITTEE – Mrs. Melton

The following item is for discussion:

1. Hamilton Township School District's School-Wide Enrichment Program (SWEP) Curriculum, as per attachment Curriculum-1.

Dr. Erickson noticed some repetition in the objectives between kindergarten and first grade. She also feels it is important to have online safety, however she feels that beginning this in 5th grade is too late in the program.

Mrs. Dagit addressed the safety issue. She believes it is part of the technology curriculum in grades K through 8. She said she will look into this further. Mrs. Dagit noted that there are certain requirements by the Department of Education which need to

be met.

Mrs. Dagit stated that the Hess School did revise some of the curriculum this year. She will express to Mrs. Lamanteer that there may be some redundancy that needs to be addressed.

Mrs. Capone wanted an explanation of the in-class support program and pull out program focus on gifted and talented. Mrs. Dagit noted that it was describing the two components in the gifted and talented program. She noted there is school wide enrichment as well as a gifted program.

Mrs. Capone noted that she has difficulty with equal opportunity learning. She does not agree with the way the program works. Mrs. Dagit noted that what the Board is discussing is related to the SWEP Program and all children are given the same opportunity.

There was also discussion regarding modules and students attending the Book Fair. Mrs. Capone does not feel children should be taken away from enrichment programs to attend the Book Fair. Mrs. Dagit noted that this module helps the students with their library skills.

Dr. Erickson thanked Mrs. Dagit for all of her hard work in putting the program together.

FINANCE COMMITTEE – Mrs. Capone

The following items are for discussion:

1. Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 for the month of October, 2014. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of October, 2014, as per attachment Finance-1.

2. Board Secretary's Report for the period ending October 31, 2014. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of October 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:23A-16.10(c)4 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.
3. Interest Income for the month of October, 2014, as per attachment Finance-3.
4. Receipts for the month of October, 2014, as per attachment Finance-4.
5. Refunds for the month of October, 2014, as per attachment Finance-5.
6. Capital Reserve Interest for the month of October, 2014, as per attachment Finance-6.
7. Rental Income for the month of October, 2014, as per attachment Finance-7.
8. Miscellaneous Revenue for the month of October, 2014, as per attachment Finance-8.
9. The monthly Budget Summary Report for October, 2014 has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment Finance-9.
10. Budget transfers in the amount of \$371,369.00, as per attachment Finance-10.
11. 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.

12. Purchase orders issued for services, supplies and equipment in the amount of \$1,263,071.82, as per attachment Finance-12.
13. Bills and payroll in the total amount of \$1,168,106.55, as per attachment Finance-13:

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$706.00
11	Current Expense	822,673.35
12	Capital Outlay	89,642.23
20	Special Revenue	22,499.98
50	Cafeteria	192,004.27
50	Kids' Corner	29,576.74
50	Community Education	7,875.60
50	Camp Blue Star	3,128.38

14. Staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2014-2015 school year, as per attachment Finance-14.
15. Contract from Rutgers for nursing students to complete their clinical education at the Hess School for the period December 1, 2014 through November 30, 2015, as per attachment Finance-15.

PERSONNEL- NEGOTIATIONS COMMITTEE – Mr. Aiken

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

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

1. To approve a fieldwork placement for the 2014-2015 school year, as per attachment Personnel-1.
2. To approve a NJ Family Leave of Absence for Andrew Disque, Davies School Psychologist for the period November 12, 2014 through November 21, 2014 to care for his mother, as per attachment Personnel-2.

3. To approve a maternity leave of absence for Danielle Grimaldi, Hess School teacher. Mrs. Grimaldi is requesting to use sick time from March 16, 2015 through March 27, 2015 and Federal Family Leave from March 30, 2015 to the end of the school year with a return to work date of September 1, 2015, as per attachment Personnel-3.
4. To approve a maternity leave of absence for Katie Dooner, Hess School teacher. Mrs. Dooner is requesting to use sick time from March 30, 2015 through April 30, 2015 and NJ Family Leave from May 1, 2015 to the end of the school year with a return to work date of September 1, 2015, as per attachment Personnel-4.
5. To approve a maternity leave of absence for Kelly King, Hess School teacher. Mrs. King is requesting to use sick days from March 9, 2015 through March 20, 2015 and NJ Family Leave from March 23, 2015 to the end of the school year with a return to work date of September 1, 2015, as per attachment Personnel-5.
6. To accept a resignation notice from Amy Corson, Shaner School LDTC, effective November 26, 2014 with her last date of employment to be January 24, 2015, as per attachment Personnel-6.
7. To approve homebound instruction for the 2014-2015 school year, as per attachment Personnel-7.

Roll Call Vote: All in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

Mrs. Capone noted that there was a Personnel Committee meeting held on October 15, 2014 and at that meeting one of

the personnel items was not approved. She noted the item was added to the agenda without proper approval from the committee.

POLICY COMMITTEE – Mrs. Buchanan

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

1. To approve the abolishment of Policy #1522 – School-level Planning on second reading.
2. To approve Policy #5305 – Health Services Personnel on second reading.
3. To approve Policy #5306 – Health Services to Nonpublic Schools on second reading.
4. To approve Regulation #5306 – Health Services to Nonpublic Schools on second reading.
5. To approve Policy #5308 – Student Health Records on second reading.
6. To approve Regulation #5308 – Student Health Records on second reading.
7. To approve Policy # 5310 – Health Services on second reading.
8. To approve Regulation # 5310 – Health Services on second reading.

Roll Call Vote: All in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

9. Motion to approve Policy #5339 – Screening for Dyslexia on second reading.

Mrs. Buchanan noted that the policy will be revised once the State provides additional information.

Dr. Erickson would like to discuss what some of

the additional information might be. She feels it is a concern that grades three through eight are being ignored and she would like to see this addressed.

Mrs. Stecher noted that she understands the desire to exceed the law, and she stated the district is working now to meet the law. Mrs. Stecher noted that she would like to see the policy in place so the district can move forward with implementation. She noted that testing for students is now in place to identify the students who need assistance in this area and to determine what needs to be done to accommodate the students.

After discussion, Item #9 was pulled from the agenda.

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

10. To approve Policy #5530 – Substance Abuse on second reading.
11. To approve Regulation #5530 – Substance Abuse on second reading.
12. To approve Policy #5600 – Student Discipline/Code Conduct on second reading.
13. To approve Regulation #5600 – Student Discipline/Code of Conduct on second reading.
14. To approve Policy #8505 – Wellness Policy/Nutrient Standards for Meals and Other Foods on second reading.

Roll Call Vote: All in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

TRANSPORTATION COMMITTEE - Mr. Ciambrone

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

as presented:

1. To approve club/activity trips for the 2014-2015 school year, as per attachment Transportation-1.
2. To approve South Jersey Chorus Trips as follows:
 - January 3, 2015 – Lenape High School
 - January 8, 2015 – Rowan University
 - January 16, 2015 – Lenape High School
 - January 23, 2015 – Eastern High School

The cost of these trips is to be determined and will be shared between Oakcrest, Absegami, Cedar Creek and Hamilton Township.

Roll Call Vote: All in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

3. Jointure contract between Atlantic County Special Services School District and the Hamilton Township School District for the 2014-2015 school year for twenty Hamilton Township students being transported to Pilgrim Academy and Assumption Regional at a total cost \$17,680.00 with the breakdown as follows, as per attachment Transportation-3:

<u>Route#</u>	<u>Destination</u>	<u># of HT Students</u>	<u>Cost</u>
294	Pilgrim Academy	9	\$7,956.00
299	Pilgrim Academy	2	1,768.00
272B	Assumption Regional	9	7,956.00

RESOLUTIONS

None

SOLICITOR'S REPORT

None

UNFINISHED BUSINESS

Mrs. Capone noted that she has received a response from the Ethics Commission on the advisory opinion filed. She would like to know if the Board wants to discuss this.

Dr. Erickson stated that there are still some questions the Solicitor may have. She would like to wait until the next Board meeting.

Mr. Aiken stated that he had not received a copy of ethics decision. Dr. Erickson noted she had the understanding that the Ethics Commission was to do this. Dr. Erickson provided a copy to Mr. Aiken and gave Mr. Smith a copy for Mr. Ciambrone.

Mr. Goldstein noted that he spoke to the NJSBA and Mrs. Capone has received a privately released opinion and the Board is waiting for a publicly released opinion which gives the Board the safety that they are doing everything correct.

Mrs. Capone feels that both of the Board members have been given enough time to respond. She feels the Board has been making mistakes and that the Ethics Commission would clear up this matter.

Mr. Aiken noted that he has always based his decisions on the Advisory Opinion. He has been told by both the previous solicitor and the present solicitor that he is doing things correctly. Mr. Aiken noted that he is not objecting to looking into this further to be sure he is voting properly.

NEW BUSINESS

None

PUBLIC COMMENTS

Mrs. Dagit wanted to inform Mrs. Capone that she has tried to access scores on the State website and was unable to do so. She would like to confirm the date of the scores that Mrs. Capone saw listed. Mrs. Dagit stated that she is of the understanding that the scores have not yet been released.

Dr. Erickson noted that she will forward the link to Mrs. Dagit and Dr. Cappelluti for them to review.

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:

- HTEA Negotiations
- Other items 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. Further resolved the Board may take action on items discussed in executive session. The Board may be in executive session for approximately 30 minutes.

Roll Call Vote: All in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mrs. Francis, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (8-0-0). Motion carried.

Mrs. Melton exited the meeting at 9:40 p.m.

The Board entered into Executive session at 9:40 p.m.

The Board reconvened the Regular session at 10:31.

ADJOURNMENT

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

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

The Hamilton Township Board of Education meeting adjourned at 10:31 p.m.

Daniel Smith
Board Secretary