

**MINUTES OF THE REGULAR SESSION MEETING  
OF THE BOARD OF EDUCATION  
HELD ON DECEMBER 16, 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, Mr. Greg Ciambrone, Mrs. Amelia Francis, 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. Eric Goldstein: Solicitor

**VII. CORRESPONDENCE**  
None

**VIII. PUBLIC COMMENTS**

Dr. Nadia Gibson who is a psychologist and has children attending schools in the District feels that more can be done to raise awareness in youth regarding the recent suicide of one of our own students. She would like to see something done more globally. Dr. Gibson brought information regarding grants which are available to help in providing these services.

Dr. Cappelluti said that she has set up a few days to meet with Dr. Gibson. She noted she will look at the information brought this evening and get back to

her regarding this issue.

#### **IX. BOARD MEMBER COMMENTS**

A video which was sent to NJSBA from Senator Menendez delivering a speech on the importance of being a School Board Member. The Board viewed the video.

Dr. Cappelluti thanked Dr. Erickson and Mrs. Capone for their service to the Board. She noted that books have been purchased for the Shaner and Hess School libraries in honor of their service.

Mr. Aiken congratulated the music department at both the Hess and Davies Schools on a great performance for the holiday concert.

Dr. Erickson thanked the PTA for their help with the student shopping event recently. She also noted the house sing along and the many activities taking place to help bring families and students together.

Mrs. Capone stated that it was suggested at the Finance Committee meeting to use the sing along as an opportunity to reach out to parents on certain topics, since it is so well attended.

Mrs. Buchanan noted that she attended the sing along and it was a great event. She also mentioned the Pro Dad event at the Shaner School which will be held on December 23, 2014.

Mr. Sacchinelli thanked Mr. Santilli and the Davies School for inviting him to the school dance recently. He noted that it was a great event.

Mrs. Capone wanted to thank Dr. Erickson for her service to the Board for the past several years. She feels that there are several areas in which Dr. Erickson brought changes to benefit the students of the district.

Mrs. Capone also wanted to thank her family for their support during her term on the school board, as well as the many people who have supported her during difficult decision times. She feels she always made decisions for the betterment of the students.

#### **X. SUPERINTENDENT/STAFF REPORTS**

Information Items

##### **1. Dates to Remember**

- a. December 16, 2014 – Board of Education Meeting – Davies School – 7:00 p.m.
- b. December 24, 2014 – January 2, 2015 – Winter Recess – Schools Closed
- c. January 6, 2015 – Regular and Re-Organization Meeting – Davies School – 7:00 p.m.

Dr. Cappelluti commented on the wonderful performance given by the Hess and Davies students during the recent holiday concerts.

Dr. Cappelluti also spoke regarding the PreK development grant recently awarded to the District. She will have a meeting on January 13, 2015 to find out how much will be awarded. She would like to see this money used to bring back transportation to the PreK program.

- (A) Student Discipline Reports for the month of November, as per attachment IX-A.
- (B) Superintendent's/Principal's List for the 1<sup>st</sup> Marking Period, as per attachment IX-B.
- (C) Registration/Transfer Statistics for the Month of November, 2014, as per attachment IX-C.
- (D) Enrollment for the month of November, 2014, as per attachment IX-D.
- (E) Harassment, Intimidation and Bullying Incident Log, as per attachment IX-E.

## **COMMITTEES AND RECOMMENDATIONS**

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

1. Discussion of Global Workforce Presentation.

Mr. Sacchinelli spoke regarding the meeting held recently with Global Workforce. He noted that a lot of information was provided by Global Workforce. Mr. Sacchinelli noted that there was good conversation between Global, Board members and Township Committee members. He noted that the majority of people in attendance seemed to be in support of this project. Mr. Sacchinelli noted there will be another meeting held regarding this issue, possibly January 20, 2015.

Dr. Erickson suggested that the group speak to the Board regarding the financing of this project. Mr. Sacchinelli stated that this has been discussed with the architect as well as the Township Administrator.

Mrs. Capone noted that Mr. Sacchinelli suggested meeting with union trades to get

them on board with the project. She also noted that the Finance Committee will meet with Dr. Cappelluti, Mr. Smith and Mrs. Stecher to do a cost analysis to look into bringing students with needs back into the district. Mrs. Capone feels the cost of the renovations to Duberson may eventually be worthwhile to the District.

Mr. Aiken stated that he liked the concept of the use of the building that Global Workforce was promoting; however he is concerned regarding the lack of funding for their project. Mr. Sacchinelli noted that the Board has informed Global Workforce that the District does not have any funds to put into this project.

Dr. Erickson suggested the group touch base with ACCC and Stockton. Mrs. Capone reminded the Board that the building is owned by the district and that Global is looking for a partnership to create and build the program.

### **CURRICULUM COMMITTEE – Mrs. Melton**

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

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

The Board discussed possible changes to the SWEP curriculum. Mrs. Capone noted that shopping at the book fair should not be part of the curriculum. Dr. Cappelluti noted that it is a working document and can change as needed.

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

**FINANCE COMMITTEE – Mrs. Capone**

Motion by Mrs. Capone, seconded by Mr. Cassidy, 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 October, 2014. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of October, 2014.
2. To approve the 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.

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

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

3. To approve budget transfers in the amount of \$371,369.00.
4. 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.

5. To approve the following bills and payroll in the total amount of \$1,168,106.55:

<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

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

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

6. To approve staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2014-2015 school year.

Mrs. Capone suggested not approving travel in an effort to save funds. She noted the Finance Committee discussed the estimated budget shortfall. Mrs. Capone noted that the Board cannot go back to the taxpayers for more money.

Motion by Mr. Cassidy, seconded by Mrs. Capone, to table item #6.

Roll Call Vote: Seven in favor: Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mr. Ciambrone, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson.  
Nay: Mr. Aiken and Mrs. Melton. (7-2-0)

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

7. To approve a 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.

Roll Call Vote: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Cassidy, Mr. Ciambrone, Mrs. Francis, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Motion #8 was withdrawn from the agenda.

**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 motions, as presented:

1. To approve district substitutes for the 2014-2015 school year, as per attachment Personnel-1.
2. To approve homebound instruction for the 2014-2015 school year, as per attachment Personnel-2.
3. To approve a fieldwork placement for the 2014-2015 school year, as per attachment Personnel-3.
4. To approve a maternity leave of absence for Heather Jenigen, Shaner School part-time Paraprofessional. Mrs. Jenigen is requesting to use her sick time from March 16, 2015 through March 25, 2015 and New Jersey Family Leave from March 26, 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 the following Kid's Corner substitutes at the rate of \$10.00/hour:
  - Nancy Echevarria
  - Stephanie Magruber
6. To approve an intermittent NJ Family Leave of Absence for Sherry Mirakian Mourning, Davies School teacher beginning December 16, 2014 to care for her mother, as per

attachment Personnel-6.

7. To approve an in-school transfer for Kelli Pinnix, Speech Language Specialist from Hess School to Shaner School, as per attachment Personnel-7.

Miss Pinnix is a replacement for Kristopher Cleary who has resigned.

8. To change a full-time Paraprofessional position at Davies to a part-time Paraprofessional position, Position Control #24.03.08 BGB.
9. To approve a Family Medical Leave of Absence for Karen Witherspoon, Shaner School teacher for the 2014-2015 school year beginning February 2, 2015.

10. To approve Christine Johnston as a full-time, 10 month Davies School teacher for the period January 8, 2015 through June 30, 2015, B.A., Step 1, with a total annual salary of \$50,000.00, pro-rated, as per attachment Personnel-10.

Miss Johnston is a replacement for Nicole Meile who will be on a maternity leave of absence.

11. To approve Elizabeth Connell as a full-time, 10 month Davies School teacher for the period February 23, 2015 through June 30, 2015, M.A., Step 1, with a total annual salary of \$53,275.00, pro-rated, as per attachment Personnel-11.

Miss Connell is a replacement for Christy Morrison who will be on a maternity leave of absence.

Mrs. Capone asked if Mr. Aiken is allowed to move a motion under personnel based on the recent ethics opinion. Mr. Goldstein



noted that Mr. Aiken can move the motion.

Mrs. Capone noted that items 10 and 11 should be tabled because the Personnel Committee did not have a chance to meet and discuss these items. She also noted that there were not a lot of candidates who applied.

Motion by Mrs. Capone, seconded by Mrs. Buchanan, to table items #10 and #11.

Mr. Aiken explained that there was another meeting before the Personnel Committee meeting which took longer than expected. All of the committee members were given the information to look over before tonight's meeting.

Dr. Cappelluti stressed that these are positions for maternity leaves and the positions need to be filled. Mrs. Capone noted that the purpose of the committee is to debate these actions. She noted the committee is there to discuss ideas.

Mrs. Francis noted that she would have liked to have had the opportunity to discuss the two candidates at a Personnel Committee meeting.

Roll Call Vote to table: Three in favor #10:  
Mrs. Capone, Mrs. Francis and Dr. Erickson.  
Nay: Mr. Aiken, Mrs. Buchanan, Mr.  
Cassidy, Mr. Ciambrone, Mrs. Melton, and  
Mr. Sacchinelli. (3-6-0)

Roll Call Vote to table: Five in favor #11:  
Mrs. Buchanan, Mrs. Capone, Mr. Cassidy,  
Mrs. Francis, and Dr. Erickson. Nay: Mr.  
Aiken, Mr. Ciambrone, Mrs. Melton, and Mr.  
Sacchinelli. (5-4-0)

Roll Call Vote to approve #1 through #10:

Seven in favor #1 & #5: Mr. Aiken, Mrs.  
Buchanan, Mrs. Capone, Mr. Cassidy, Mr.

Ciambrone, Mrs. Melton, and Mr. Sacchinelli.  
Nay: Mrs. Francis and Dr. Erickson. (7-2-0)

All in favor #2, #3, #4, #6, #7 & #9: Mr.  
Aiken, Mrs. Buchanan, Mrs. Capone, Mr.  
Cassidy, Mr. Ciambrone, Mrs. Francis, Mrs.  
Melton, Mr. Sacchinelli, and Dr. Erickson.  
(9-0-0)

Eight in favor #8: Mr. Aiken, Mrs. Buchanan,  
Mrs. Capone, Mr. Cassidy, Mr. Ciambrone,  
Mrs. Francis, Mrs. Melton, and Mr.  
Sacchinelli. Nay: Dr. Erickson. (8-1-0)

Six in favor #10: Mr. Aiken, Mrs. Buchanan,  
Mr. Cassidy, Mr. Ciambrone, Mrs. Melton,  
and Mr. Sacchinelli. Nay: Mrs. Capone,  
Mrs. Francis, and Dr. Erickson. (6-3-0)

#### **POLICY COMMITTEE – Mrs. Buchanan**

Dr. Erickson handed out a suggestion to the Dyslexia Policy #5339. She discussed these changes with the Board. Dr. Erickson read the draft policy into the record.

Dr. Cappelluti noted that this needs to be discussed with the Policy Committee, as well as Marylynn Stecher.

Motion by Dr. Erickson, seconded by Mrs. Capone, to approve Policy #5339, as presented by Dr. Erickson.

Motion by Mrs. Francis, seconded by Mr. Sacchinelli to table this motion.

After Board discussion, both motions were  
withdrawn.

#### **TRANSPORTATION COMMITTEE - Mr. Ciambrone**

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

1. To approve a 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:

<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

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

### **RESOLUTIONS**

None

### **SOLICITOR'S REPORT**

Mr. Goldstein will send a letter to Global Workforce to inform them of what is needed for the January meeting.

### **UNFINISHED BUSINESS**

Dr. Erickson asked if the staff will be having training regarding mental health. Dr. Cappelluti stated that Mrs. Dagit is working on the subject and the district will try to schedule this for a professional development day.

Dr. Erickson asked about getting a meeting together with Charlene Zoerb for to discuss Board goals. Dr. Cappelluti noted that she has spoken to Ms. Zoerb and is working on getting a date for this.

Mrs. Capone spoke regarding the School Report Card data discussed at the last meeting. She stated that the newspaper misquoted the State data and she wanted to clarify the information. Mrs. Capone also noted that the free and reduced lunch figures were misquoted.

Mrs. Capone stated that sustainability initiatives are important and she hopes that the Board stays on top of this information. She noted that Egg Harbor Township School District has saved millions with their initiatives.

### **NEW BUSINESS**

None

### **PUBLIC COMMENTS**

Dr. Gibson noted that she had some problem getting the

agenda on line. She also noted that schools should have a diverse workforce that represents the community. Dr. Gibson noted that this is important in educating the students.

Dr. Erickson stated that the issues Dr. Gibson spoke about are issues throughout the State. She did note that the Board has met regarding the issue of a more diverse staff.

Dr. Gibson said she would be willing to spend time with the Board if any help or information was needed on this issue.

Margaret Erickson spoke on the dyslexia policy. She feels that the policy is important and it will help students achieve their future goals.

Bruce Strigh thanked Dr. Erickson and Mrs. Capone for their service to the Board. He noted that their commitment will be missed. He feels that, in order to be a Board member, you must be committed to the Board.

Mr. Strigh also noted that he heard there will be a budget deficit and this is troubling to him as a taxpayer. He feels that the County and the Township are on a decline and unemployment is up. Mr. Strigh asked when the Board will say, "no." He noted that the Board needs to be strong and have commitment. Mr. Strigh stated that he feels the Board needs professionalism.

Amy Hassa also wanted to thank Dr. Erickson and Mrs. Capone, as well as the other Board members who are committed to the Board. Mrs. Hassa also spoke regarding social media and the feelings of many parents who do not feel their children are safe. She feels the District is getting a reputation that nothing is being done to make the children feel safe. Mrs. Hassa asked the Board to please find a way to improve on this so that parents do not feel as if nothing is being done for their child's safety.

## **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:

- Matter rendered confidential by operation of

- law
- H.T.E.A. Negotiations
- HIB Reports

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 90 minutes.

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

The Board entered into Executive session at 8:55 p.m.

Mr. Ciambrone and Mrs. Melton exited the executive session.

The Board reconvened the Regular session at 10:32.

### **ADJOURNMENT**

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

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

The Hamilton Township Board of Education meeting adjourned at 10:32 p.m.

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Daniel Smith  
Board Secretary