

**MINUTES OF THE REGULAR SESSION MEETING
OF THE BOARD OF EDUCATION
HELD ON APRIL 15, 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 7:02 p.m. in the Michael H. Duberson Memorial Library at the William Davies Middle School by Dr. Anne Erickson.

**Call
To
Order**

Dr. 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 Ciambrone, Mrs. Amelia Francis, Mr. John Sacchinelli and Dr. Anne Erickson. Quorum present.

**Roll
Call**

Members Absent: Mr. Greg Cassidy
Mrs. Kim Melton

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

APPROVAL OF MINUTES

Motion by Dr. Erickson, seconded by Mr. Aiken, to approve the Regular and Executive session minutes of the meeting of March 4, 2014, as per attachment Minutes-2.

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

Motion by Dr. Erickson, seconded by Mr. Aiken, to approve the Regular and Executive session minutes of the meeting of March 18, 2014, as per attachment Minutes-3.

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

CORRESPONDENCE

None

PUBLIC COMMENTS

Gail Harris questioned the location of the concerts being held at the Hess and Davies schools that are listed on the agenda. Dr. Cappelluti responded that all concerts are held at the Hess School.

BOARD MEMBER COMMENTS

Dr. Erickson noted that volleyball mania was held at the Davies School. Mr. Beck noted that 15 teams signed up for the event and the funds supported the 8th grade trip to the Cove.

Mr. Aiken thanked Mrs. Lamanteer and Mrs. LoPresto for the PIC meeting held last week that he attended with Mrs. Buchanan. He also thanked the Board members for reinstating Board member comments.

Mrs. Capone wanted to clarify that Board member comments were never removed from the agenda, but were being moved to a different section of the agenda. She also noted that some of the Board members have been working with Dr. Cappelluti to add additional tutoring programs for the students. Dr. Cappelluti noted she will be in the process of setting everything up for next year.

SUPERINTENDENT/STAFF REPORTS

(A) Information Items

1. **Dates to Remember**

- a. **April 15, 2014** – Board of Education Meeting – Davies School – 7:00 p.m.
- b. **April 16, 2014** – National Junior Honor Society Induction Ceremony – Davies School – 7:00 p.m.
- c. **April 18, 2014** – Schools Closed – Spring Break
- d. **May 1, 2014** – Finance Committee – Board Office -4:00 p.m.
- e. **May 6, 2014** – Curriculum Committee – Davies School – 3:00 p.m.
- f. **May 6, 2014** – Board Workshop – Davies School – 5:30 p.m.
- g. **May 6, 2014** – Board Meeting – Davies School – 7:00 p.m.
- h. **May 9, 2014** – Facilities Meeting – Board Office – 7:30 a.m.
- i. **May 14, 2014** – Personnel Meeting – Board Office – 4:15 p.m.

(B) Academic Achievement lists for the 2nd Trimester Grades 4 and 5, as per attachment IX-B.

- (C) Enrollment for the month of March, 2014, as per attachment IX-C.
- (D) Harassment, Intimidation and Bullying Incident Log, as per attachment IX-D.
- (E) Registration/Transfer Statistics for the Month of March, 2014, as per attachment IX-E.
- (F) New Homes and Certificates of Occupancy for the months of December, 2013 through February, 2014, as per attachment IX-F.
- (G) Discipline Reports for the month of March, 2014, as per attachment IX-G.
- (H) Round-Up Registration/Pre-School and Kindergarten:

Joseph C. Shaner School

- May 20, 2014 – 9:30 a.m.-12:00 p.m./1:00 p.m.-3:00 p.m.
- May 21, 2014 – 9:30 a.m.-12:00 p.m./1:00 p.m.-5:00 p.m.
- May 22, 2014 – 9:30 a.m.-12:00 p.m./1:00 p.m.-3:00 p.m.

(I) Upcoming Spring Concert Dates for Hess and Davies

- 🎵 May 1, 2014 – Hess Spring Concert – Hess School – 7:00 p.m.
- 🎵 May 3, 2014 – Davies Band at Absegami High School for the Elementary Honors Band Festival
- 🎵 May 8, 2014 – 26th Annual Davies Spring Concert – Hess School – 7:00 p.m.

Mrs. Stecher and Mrs. Kozak were part of a panel of leadership for the Read 180 Program. Dr. Cappelluti thanked them for participating in this program.

Dr. Cappelluti informed the Board that a meeting was held last week to organize the dedication of the Hess Pool which will be held sometime in September. The committee unanimously elected to have the pool named the Margaret A. Stringer Aquatic Center.

- (J) PTA Fund Distribution Presentation given by Danielle Bolf, President of the Hamilton Township PTA.

Danielle Bolf, President of the PTA presented checks to all three schools of the District. She reviewed with the Board where the PTA would like to see the money spent. Ms. Bolf noted that the total amount of \$8,500 would be distributed as follows: \$2,500 Shaner, \$2,500 Hess and \$3,500 Davies.

Dr. Erickson recognized the PTA for their efforts in organizing the Town Hall meeting. She thanked the PTA members for all their efforts.

Mrs. Capone asked if there was anything the Board can do to help the

PTA. April Perone, Vice President of the PTA noted that the Board can help by continuing to support the PTA and to encourage parents to join and to help out. She noted that the next PTA meeting will be held on May 13, 2014 at the Hess School and, at that time, they will be electing a new executive board.

COMMITTEES AND RECOMMENDATIONS

BUILDING/FACILITIES COMMITTEE – Mr. Sacchinelli

None

CURRICULUM COMMITTEE – Mrs. Melton

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

1. To approve staff members to be compensated who provided professional development during the March 13th & 14th Professional Development Day (not to exceed 8 hours each) at the hourly rate (\$26.00 certificated staff & \$15.00 non-certificated staff) as provided for 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 revised attachment – Curriculum-1.
2. To approve the 2014-2015 School District Calendar, as per attachment Curriculum-2.

Mrs. Capone noted she would like to see the calendar amended to move the professional development day to Monday, November 10, 2014 and to be closed on Tuesday, November 11, 2014 for Veteran's Day.

Dr. Erickson noted the half days that are listed on the calendar.

There was also a suggestion to change the dates in January and February.

Mrs. Francis noted that Mrs. Dagit had specific reasons for the dates she chose,

particularly January 28, 2015. She noted that the February PD day would be used to prepare for PARCC. Mrs. Francis noted that the goal was to have the least amount of interruption for the students at the beginning of the year.

Dr. Erickson noted that some districts offer PD on the teacher convention days. She suggested looking into this with the next contract. Dr. Erickson also noted that the district had a lot of snow days this year; which isn't normal.

Mrs. Francis noted that the dates on the calendar were discussed at the committee meeting. Mrs. Capone stated that the majority of the committee was not present and wished to discuss it further.

Dr. Erickson asked if the Board wanted to separate motions one and two.

Mrs. Francis stated that the Board needs to keep in mind that we could have a winter like this past one and we may lose snow days again.

Dr. Erickson wanted to clarify how the half days counted for the staff and students. Dr. Cappelluti explained that the staff must attend five full days of PD and the half days are added to the five full days. Dr. Cappelluti also noted that back to school nights and parent conferences are abbreviated days as well.

Mr. Aiken noted that he was always a supporter of having Veterans Day as a day off. This past year, when the school did have the day off, many of the students did attend the services in the area to honor veterans. He will, however, support whatever decision the Board makes.

Mrs. Capone asked if there were any

statistics on parent conferences. Dr. Cappelluti stated the information is on file and every parent has the right to sign up for a conference.

Mrs. Francis noted that the abbreviated days are used to accommodate parents who cannot make it to the school during the day. She also noted that teachers do not invite every parent so that there is more time to spend with parents of students who may need additional help.

Mrs. Capone stated she is not sure on the necessity of the half days because she does not know how many conferences are being held. Mrs. Capone noted she is trying to work with the committee but the Township has a lot of Veterans and families cannot attend Veteran's Day events because children are in school.

Mr. Aiken noted that the schools do a lot of activities on Veteran's Day, but the community events are good as well.

Mr. Sacchinelli asked about having students transported to the Veterans Day services. Dr. Cappelluti noted that the students have walked to the services in the past from the Shaner School.

Dr. Erickson asked if there was a consensus on closing school for Veteran's Day.

Mr. Ciambone agreed with Mrs. Capone that Veterans Day is an important day for the students to be off and attend the activities.

Mrs. Francis noted that she is not insensitive to Veteran's Day but she is concerned with the instruction of the children. Mrs. Francis asked if there was an unusual amount of absences on Veterans Day when school is in session.

Mr. Ciambrone asked if the day could be made an excused absence. Dr. Erickson stated this has been done in the past.

After discussion on the District Calendar, it was decided to withdraw the motions and approve the amended school calendar.

Motion by Mrs. Francis, seconded by Mr. Sacchinelli to withdraw the motions, as presented.

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

1. To approve staff members to be compensated who provided professional development during the March 13th & 14th Professional Development Day (not to exceed 8 hours each) at the hourly rate (\$26.00 certificated staff & \$15.00 non-certificated staff) as provided for in the 2012-2015 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded through Local Funds (revised attachment – Curriculum-1)

Voice Vote: All in favor. (7-0-0)

Motion by Mrs. Francis, seconded by Mr. Sacchinelli, to approve the following motion, as amended:

2. To approve the 2014-2015 School District Calendar, as per amended attachment Curriculum-2.

Roll Call Vote: Five in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Sacchinelli, and Dr. Erickson. Nay: Mr. Ciambrone and Mrs. Francis. (5-2-0)

FINANCE COMMITTEE – Mrs. Capone

Motion by Mrs. Capone, seconded by Mr. Sacchinelli, 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 February, 2014. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of February, 2014.

2. To approve the Board Secretary's Report for the period ending February 28, 2014. Pursuant to N.J.A.C. 6A:23-2.11(c)4, the Hamilton Township Board of Education certifies that as of February 28, 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.
3. To approve budget transfers in the amount of \$880,960.00, as per revised attachment Finance-3.

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

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

4. 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.

Roll Call Vote: All in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Ciambrone, Mrs. Francis, Mr. Sacchinelli, and Dr.

Erickson. (7-0-0)

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

5. To approve bills and payroll in the total amount of \$7,544,140.39:

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund/Payroll	\$492,681.37
11	Current Expense	1,425,952.92
11	Current Expense/Payroll	5,288,894.53
12	Capital Outlay	7,775.00
20	Special Revenue	54,607.16
20	Special Revenue/Payroll	95,860.98
50	Cafeteria	152,441.25
50	Kid's Corner	20,291.79
50	Community Education	5,635.39

Mrs. Capone asked Mr. Goldstein if he was directed by Dr. Cappelluti to do research regarding the selection of the Board Vice President. Mr. Goldstein stated he was not.

Mrs. Capone stated that the Board has to advise the solicitor as a whole.

Mr. Goldstein noted that there are issues that may be acted upon that an individual Board member may raise. Mr. Goldstein noted there are times when the solicitor acts without board direction; such as a due process hearing or review of bid specs.

Mrs. Capone asked if the Board President has the authority to direct the solicitor. Mr. Goldstein responded yes.

Dr. Cappelluti stated that some of the issues now being discussed is the reason why all e-mails should be directed to her. She noted that none of the emails concerning the vice president position were sent to her.

Mrs. Capone asked for clarification since Mr. Aiken had asked Mr. Goldstein to look into the vote. Mr. Goldstein noted that Mr. Aiken

brought it to his attention after he did legal research on his own. Mr. Goldstein noted that he looked at Mr. Aiken's research and felt he was correct.

Mr. Goldstein stated that he has an obligation to bring the issue to the Board if he feels the vote was not done properly. He noted that it was brought to the Board and then it turned into a greater inquiry.

Mrs. Francis asked if the district was billed for the initial review of information. Mr. Goldstein responded no, and noted that he began billing when the Board made this a contested issue.

Mrs. Capone noted that the district was billed \$1,560 for this issue. She asked Mr. Goldstein if the Board President could authorize him to do an investigation; which was discussed in December. Mr. Goldstein noted that he can be directed by the President to do something that he is able to do. Mr. Goldstein stated that he is a lawyer and not an investigator.

Dr. Erickson asked Mr. Goldstein if a charge was filed against the Board for an ethics violation, would he then research the charge. Mr. Goldstein stated he would research whether or not the charge could be defended, and he would not interview people and investigate the charge.

Mrs. Capone asked what the procedure would be. Mr. Goldstein noted he was not sure since the Board has not come across that situation.

Dr. Erickson noted that the Board could consult with School Boards in the future if needed.

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

Motion by Mrs. Capone, seconded by Mrs. Francis 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 2013-2014 school year, as per revised attachment Finance-6.

Mrs. Capone noted that the Board has spent over \$71,000 for Teacher's College over the past two and a half years. She would prefer to have this money used for the students. Mrs. Capone does not feel these charges have proven to be successful in teaching the students.

Mrs. Capone also had questions regarding the Marzano Conference. Dr. Cappelluti explained how important it is for Mr. Santilli to attend this conference and bring the information back to the district. Dr. Cappelluti discussed how important professional development is for the staff, and she noted that the staff travel does not pertain to just new teachers.

Mrs. Capone also noted that the Board is voting on sending a retiring teacher to a conference on June 4, 2014.

Dr. Cappelluti asked Mr. Santilli to discuss the Marzano Conference.

Mr. Santilli spoke regarding the Marzano Conference he will be attending in Florida. He informed the Board about all of the elements of teaching that are involved in this conference. He feels it is a very informative conference for professional development. It is important for the success of the students. He is planning to use the information gathered from this conference for professional development with the district's staff.

Mrs. Capone asked if Mr. Santilli is attending the conference because he is not fully versed in the evaluation tool. Mr. Santilli noted that he is

versed in doing observations, but it is a complicated process. He noted that there are leadership components and turn keying information to the staff. Mr. Santilli stated that he is concerned with being great and not just being good.

Dr. Erickson asked if the NJDOE is offering any assistance to school districts for this topic. Mr. Santilli noted that the State is making a lot of changes in the first year; such as SGO's, SGP's and PARCC, and it may be more than the State can handle in one year. He noted the State cannot get the information out fast enough to assist the districts.

Mrs. Capone asked if Mr. Santilli will incorporate this trip with staff professional development. Mr. Santilli responded yes, and noted that he returns to the district and turn keys all professional development events that he attends.

Mrs. Francis asked what the conference will cover. Mr. Santilli noted there are keynote speakers and breakout sessions. He also noted the conference will address instructional practices.

Dr. Erickson asked if Mr. Santilli can invite the Board to the PD session when he presents information from the conference.

Mrs. Capone stated that she wants the Board to consider the achievement levels of the students. She noted that the district spends money on professional development but feels the district is not getting our bang for our buck.

Mrs. Capone noted that 32% of students at Davies were partially proficient in 2009-2010, 34% in 2010-2011, 32% in 2011-2012, and 35% in 2012-2013. She stated there is not a lot of growth and wanted to know what the district is doing to impact these students.

Dr. Erickson noted the two staff members attending the NASA STEM workshop being provided by NJSBA. She also pointed out that Mrs. Stecher and Mrs. Kozak are attending workshops with no costs.

Dr. Erickson asked if anyone on the Board would like to separate the items within #6.

Mr. Ciambone noted that the Board should look at the interaction of teachers and parents. He does not feel it is fair to put all of the blame on the teachers. Mr. Ciambone wants the Board to keep this in mind.

Dr. Erickson noted that one of the Board goals is to increase parental involvement.

Mrs. Capone noted that she was not shifting the blame to the teachers; she wants to address services that will help address students within our curriculum. Mrs. Capone noted that the Board cannot blame parents for students who are not achieving.

Mrs. Capone noted two schools in the Newark school district that are in the top ten of NJASK scores. She noted the two schools have 83% and above free and reduced lunch students. Mrs. Capone She wants to see money utilized for the students first hand.

Dr. Cappelluti noted that tutoring programs being implemented for next year will help the students. She also noted that the Board cannot select the PD for the staff; the decision needs to be left with the administration to determine what PD is appropriate.

Mrs. Francis asked if Mr. Santilli plans on attending this conference annually. Mr. Santilli responded no.

Mrs. Capone stated that she would like to

separate the Teacher's College Summer Writing Institute, NJAFPA Workshop for reading Specialist, and the Marzano Conference.

Motion by Mrs. Capone, seconded by Mrs. Buchanan to separate the vote on the Teachers College Summer Writing Institute, NJAFPA Workshop and the Marzano Conference listed in attachment #6.

Roll Call Vote: Five in favor: Mrs. Buchanan, Mrs. Capone, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson. Nay: Mr. Aiken and Mr. Ciambrone. (5-2-0)

Roll Call Vote on the remaining travel in attachment 6: Six in favor: Mr. Aiken, Mrs. Capone, Mr. Ciambrone, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson. Nay: Mrs. Buchanan. (6-1-0)

Roll Call Vote for staff to attend Teachers College Summer Writing Institute:

Three in favor: Mr. Aiken, Mr. Ciambrone, and Mr. Sacchinelli. Nay: Mrs. Buchanan, Mrs. Capone, Mrs. Francis and Dr. Erickson. (3-4-0)

Roll Call Vote for staff to attend the NJAFPA Workshop:

Three in favor: Mr. Aiken, Mr. Ciambrone, and Mrs. Francis. Nay: Mrs. Buchanan, Mrs. Capone, Mr. Sacchinelli, and Dr. Erickson. (3-4-0)

Roll Call Vote for staff to attend the Marzano Conference:

Six in favor: Mr. Aiken, Mrs. Buchanan, Mr. Ciambrone, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson. Nay: Mrs. Capone. (6-1-0)

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

7. To approve Resolution #78 approving free meals for students at Pineland Learning Center,

Inc. for the 2014-2015 school year.

8. To accept the funds from the Hamilton Township PTA in the amount of \$8,500.00 for the 2013-2014 school year as follows, as per attachment Finance-8:

Shaner School:

- Music \$500.00
- Art \$250.00
- Library \$500.00
- Nurse \$250.00
- Science \$500.00
- Field Day \$500.00

Hess School:

- Music \$500.00
- Art \$250.00
- Nurse \$250.00
- Swimming \$500.00
- Science \$500.00
- Field Day \$500.00

Davies School:

- Music \$250.00
- Art \$500.00
- Library \$500.00
- Nurse \$250.00
- Science \$500.00
- 8th Grade Graduation \$1,000.00
- 6th & 7th Field Days \$500.00

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

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

9. To approve to solicit Requests for Proposals (RFP's) for school physician services.

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

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

1. To approve district substitutes for the 2013-2014 school year, as per attachment Personnel-1.
2. To approve homebound instruction for the 2013-2014 school year, as per attachment Personnel-2.
3. To approve a fieldwork placement for the 2013-2014 school year, as per attachment Personnel-3.

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

All in favor #2 & #3: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Ciambrone, 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 accept a retirement notice from Norma Sullivan, Davies School Custodian, effective June 30, 2014, as per attachment Personnel-4.

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

5. To accept a retirement notice from Traci Schubert, Hess School teacher, effective June 30, 2014, as per attachment Personnel-5.

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

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

6. To approve Alison Williams as part-time, 10 month, 29 hour/week Davies School paraprofessional for beginning April 16, 2014 through June 30, 2014, Paraprofessional Guide, Step 1, with a total annual salary of \$15,103.00, pro-rated, as per attachment Personnel-6.

Ms. Williams is a replacement for Valerie Rajca who has resigned.

7. To approve an in-house transfer for Cindy Fulton from the Hess Pool to a full-time Shaner School paraprofessional effective March 24, 2014, as per attachment Personnel-7.

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

8. To approve Rebecca Rosen as a full-time Shaner School teacher beginning April 16, 2014 through June 30, 2014, M.A., Step 1, with a total annual salary of \$48,275.00, pro-rated, as per attachment Personnel-8.

Ms. Rosen is a replacement for Pamela Pierson who is on a maternity leave of absence.

Roll Call Vote: Five in favor: Mr. Aiken, Mrs. Buchanan, Mr. Ciambrone, Mrs. Francis, and Mr. Sacchinelli. Nay: Mrs. Capone.
Abstained: Dr. Erickson. (5-1-1)

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

9. To approve a stipend for Brian Beck in the amount of \$2,939.00 as a wrestling coach for the 2013-2014 school year.

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

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

10. To accept a retirement notice from Donna Hess, Guidance Counselor, effective June 30, 2014, as per attachment Personnel-10.

Six in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Ciambrone, Mrs. Francis, and Mr. Sacchinelli. Nay: Dr. Erickson. (6-1-0)

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

11. To accept a retirement notice from Lila Williams, Hess School teacher, effective June 30, 2014, as per attachment Personnel-11.

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

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

as presented:

12. To approve John Weisentein as a part-time, 15 hour/week Food Service worker beginning April 16, 2014 through June 30, 2014, Food Service Guide, Step 1, for a total annual salary of \$6,660.00, pro-rated, as per attachment Personnel-12.

Mr. Weisentein is a replacement for John Ingersoll who has resigned.

13. To approve Rigoberto Sanchez as a part-time, 27.5 hour/week Food Service worker beginning April 16, 2014 through June 30, 2014, Food Service Guide, Step 1, for a total annual salary of \$12,210.00, pro-rated, as per attachment Personnel-13.

Mr. Sanchez is a replacement for Kevin Graham who was terminated.

14. To approve revised start dates for the following employees for their NJ Family Leave:

- Donna Lee Stickle – 4/23/14 to the end of the school year
- Theresa Christman – 4/22/14 to the end of the school year
- Pamela Thomas – 5/21/14 to the end of the school year
- Danielle Grimaldi – 4/15/14 to the end of the school year
- Jenna Kyle – 3/28/14 to the end of the school year
- Carla Burke – 3/28/14 to the end of the school year

These were all previously approved.

15. To approve the following Kid's Corner substitutes for the 2013-2014 school year at the rate of \$10.00/hour:

Alfred DeStefano, Jr.

Matthew Phillips

All in favor #12, #13 & #14: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Ciambrone, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson. (7-0-0)

Five in favor #15: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Ciambrone, and Mr. Sacchinelli. Nay: Mrs. Francis and Dr. Erickson. (5-2-0)

POLICY COMMITTEE – Mrs. Buchanan

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

1. To approve Policy 0164.1 – Role of the Board Chair on first reading, as per attachment Policy-1.
2. To approve Policy #0167 – Public Participation in Board Meetings on first reading, as per attachment Policy-2.
3. To approve Policy #8451.1 Pediculosis on first reading, as per attachment Policy-3.
4. To approve Regulation #8451.1 Pediculosis on first reading, as per attachment Policy-4.

Mr. Sacchinelli had a comment on Item 2; he suggested having a sign-up sheet to allow the public to make comments on items they would like to discuss during the meeting.

Mr. Sacchinelli also suggested having a consent agenda. He noted this would make it easier for the Board to comment to the public.

Mr. Aiken asked why the committee was reducing the time for public comment. Mrs. Buchanan stated that the committee is trying to streamline the meetings.

Mr. Aiken asked why the committee is

considering Item 1. Mrs. Buchanan stated that the policy will help run the meetings more efficiently.

Roll Call Vote: All in favor #1, #3 and #4: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Ciambrone, Mrs. Francis, Mr. Sacchinelli, and Dr. Erickson. (7-0-0)

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

TRANSPORTATION COMMITTEE – Mr. Ciambrone

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

1. To approve club/activity trips for the 2013-2014 school year, as per attachment Transportation-1.

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

RESOLUTIONS

None

SOLICITOR'S REPORT

Mr. Goldstein noted that he received an e-mail from an interested party of the Duberson School. He will forward this information to the Board and it can be discussed further at a later time.

UNFINISHED BUSINESS

Mr. Aiken asked Mr. Goldstein a question regarding the Roberts Rules of Order handout previously received from Dr. Erickson. He wanted to know if this was regarding when a motion was made or during debate.

Mr. Goldstein stated that it was referring to debate. The section of Roberts Rules in question does not relate to general conduct.

Mr. Aiken noted page 393 where Roberts Rules state to avoid the use of Board Member's names.

Mrs. Capone asked what the Board can do for the lack of recycling at the Shaner School. Mr. Sacchinelli will address this issue at the next facilities committee meeting to make sure the custodians are recycling properly.

Mrs. Capone asked Mr. Smith about an update of the cuts to the budget. Dr. Cappelluti noted that a packet will be sent to the Board Members.

NEW BUSINESS

Mrs. Capone asked if the Board can have a presentation regarding the tutoring program. Dr. Cappelluti noted that the Board should receive this by the May 6, 2014 meeting.

Mrs. Capone asked if Charlene Zoerb recommended the Board certification recently received. Dr. Erickson spoke to Ms. Zoerb recently and stated that NJSBA wanted to credit the Board for the time they have put in for training.

Mrs. Capone asked about bus drop off times and if paraprofessionals could offer tutoring services before school starts. Dr. Cappelluti noted she would have to look into it.

Mrs. Capone asked what the district is doing to address students who are in need of additional help. Dr. Cappelluti noted the principals will be presenting information at the next board meeting.

Mr. Sacchinelli noted a NJSBA workshop he attended with Mrs. Capone and stated that the workshop was very beneficial and they gathered a lot of good information.

Dr. Erickson noted the Board can ask the School Ethics Commission for an advisory opinion on whether or not a board member can take part in certain discussions or votes. She asked the Board if a request should be submitted since there is different information available regarding board members who have a spouse working in the district.

Dr. Cappelluti noted that the Board needs to vote on whether or not they want to proceed with this request.

Mrs. Capone noted that she felt the Board was also asking for an opinion on board members who have relatives working in the district.

Mr. Aiken asked Mr. Goldstein if he can advise board members when they can or cannot vote on an issue. Mr. Goldstein stated that was correct.

Dr. Erickson noted that the commission will review the request and respond with their recommendation on how to proceed. She noted the advisory opinion will help guide the board to operate correctly.

Mr. Aiken asked how many opinions the Board would be asking for. Dr. Erickson stated that is what the discussion is about, asking for none, one or two.

Mr. Ciambrone asked what questions would be asked of the commission. Dr. Erickson stated that could be discussed, she used the hiring of the labor relations consultant as an example. Dr. Erickson noted that Mr. Goldstein informed Mr. Ciambrone that he could take part in the discussion and vote, but she felt it could possibly be a conflict.

Mr. Ciambrone noted that when he first came on the Board he asked Mr. Goldstein to inform him of any potential conflicts that could arise when voting or discussing certain topics. Mr. Ciambrone noted that the Board is making progress and moving forward but this discussion is stifling that progress.

Dr. Erickson noted that this will prevent questions from being asked in the future as to what is or is not appropriate. Mrs. Francis asked if getting the advisory opinion is just an opinion or will it include rules and regulations.

Mr. Goldstein noted that the inquiry to the commission must be narrow in order to receive an opinion. He also noted that the commission may choose not to address the inquiry. Mr. Goldstein noted that the commission will give a narrowly tailored answer.

Mrs. Francis stated that getting the advisory opinion would protect the whole Board, and is not meant to stifle anyone.

Mrs. Capone noted that she raised some of these questions at a NJSBA workshop and the legal counsel suggested getting an advisory opinion.

Mr. Sacchinelli asked if a legal opinion was already issued for board member #1. Dr. Erickson noted that the opinion that was given to the Board is outdated and new information may be available through the commission.

Mr. Sacchinelli asked about board member #2 and noted that previously a board member who had a spouse in the district would not take part in certain discussions. He also noted that Mr. Ciambrone would not put himself in a position to do anything wrong.

Mr. Aiken noted that the advisory opinion previously reviewed was similar to his situation and it stated that he could take part in all board activity. Dr. Erickson noted that Mr. Aiken can use that opinion as his defense, but a more current opinion would be more helpful to him.

Mr. Aiken noted that Mr. Goldstein informed him that he could take part in all board activity without any conflicts.

Dr. Erickson asked if there is a proposal to get the advisory opinion. Mr. Smith noted that the Board could vote to start the process of getting an advisory opinion, but the actual submission would have to be Board approved since it would be submitted on behalf of the Board.

Mr. Goldstein noted that someone would have to prepare a specific statement to be submitted to the commission. Mr. Goldstein stated that it would be good for all board members to have input in the submission.

Dr. Cappelluti asked who is on the commission. Mr. Goldstein stated that the commission renders opinions. He also stated that an advisory opinion is not law and is not binding. Mr. Goldstein stated that the opinion will give what the commission thinks is appropriate.

Motion by Dr. Erickson, seconded by Mrs. Buchanan to begin the process to obtain an advisory opinion to clarify the limitations of present Board members whose spouses work for the school district:

Roll Call Vote: Five in favor: Mrs. Buchanan, Mrs. Capone, Mr. Ciambrone, Mrs. Francis, and Dr. Erickson. Nay: Mr. Aiken. Abstained: Mr. Sacchinelli. (5-1-1)

Motion by Dr. Erickson, seconded by Mrs. Buchanan to begin the process to obtain an advisory opinion to clarify the limitations of present Board members whose siblings work for the school district as on call, at will substitutes.

Roll Call Vote; Five in favor: Mr. Aiken, Mrs. Buchanan, Mrs. Capone, Mr. Ciambrone, and Mrs. Francis. Abstained: Mr. Sacchinelli and Dr. Erickson. (5-0-2)

PUBLIC COMMENTS

April Perone spoke regarding the policy of public participation during a Board meeting and the proposed sign in sheet. She asked the Board if they will acknowledge how many people in the public wish to discuss the same topic during the Public Comments portion of the meeting after the new policy is in effect. Mrs. Perone also wanted to know if there is any consideration for those who develop comments during the course of the meeting.

Dr. Erickson answered yes to the first part of the question. She informed Mrs. Perone that the second part of her question will have to be looked in to.

Mrs. Perone also noted Mr. Ciambrone's comments regarding responsibility of academic success. She noted that there are students who fail to meet standards despite the efforts of parents and teachers combined.

Laura Muller noted that one of her own children falls in the partially proficient area of learning. She questioned why her daughter is getting A's and B's in all subjects of her report card now that she is in 6th grade at the Davies School, but yet she cannot pass the language arts section of the NJASK Test. She questioned whether or not the curriculum was failing or the NJASK Test.

Steve Santilli thanked the PTA for their generous donation to the schools and for their continued support.

Brian Beck thanked the Board for approving his stipend for coaching the wrestling team. He informed the Board that the National Junior Honor Society will be holding fundraisers to help raise money for the Margaret Stringer Aquatic Center. Mr. Beck also commented on the time spent on discussion at the Board meetings by Board members.

Gail Harris asked if and when there will be an amended budget presentation. She also thanked the PTA for all of their support and hard work for the school.

ADJOURNMENT

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

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

The Hamilton Township Board of Education meeting adjourned at 10:05 p.m.

Mays Landing, NJ
April 15, 2014

Daniel Smith
Board Secretary