

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
HELD ON JANUARY 20, 2015
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 Davies Middle School by Mr. Eric Aiken, Board President.

**Call
To
Order**

Mr. Aiken 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.

ROLL CALL

The following members answered roll call: Mrs. Stephanie Buchanan, Mr. Greg Cassidy, Mrs. Amelia Francis, Mr. Derek Haye, Mrs. Barbara Kupp, Mrs. Kimberly Melton, Mr. John Sacchinelli, and Mr. Eric Aiken. Quorum present.

**Roll
Call**

Absent: Mr. Ciambrone

V. Re-Organization

A. Committee Assignments

Facilities:

Chairperson: Greg Ciambrone
Member: John Sacchinelli
Member: Amelia Francis

Curriculum:

Chairperson: Barbara Kupp
Member: Derek Haye
Member: Amelia Francis

Finance:

Chairperson: Kim Melton
Member: Barbara Kupp
Member: Amelia Francis

Personnel/Negotiations:	Chairperson: John Sacchinelli Member: Barbara Kupp Member: Kim Melton
Policy:	Chairperson: Stephanie Buchanan Member: Derek Haye Member: Greg Cassidy
Transportation:	Chairperson: Greg Cassidy Member: Stephanie Buchanan Member: Greg Ciabrone
Delegate and Alternate to the New Jersey School Board Association:	Delegate: None chosen Alternate: None chosen
Delegate and Alternate to the Atlantic County School Boards Association:	Delegate: None chosen Alternate: None chosen
Legislative Chairperson and Alternate:	Delegate: None chosen Alternate: None chosen
President:	Eric Aiken
Vice President:	John Sacchinelli

Mr. Aiken asked for volunteers for the Delegate and Alternate Delegate positions. If anyone is interested, he asked that they contact him.

XI. Approval of Minutes

1. Motion by Mr. Sacchinelli, seconded by Mrs. Kupp, to approve the Regular and Executive session minutes of the meeting of December 16, 2014, as per attachment Minutes-1.

Roll Call Vote: Six in favor: Mrs. Buchanan, Mr. Cassidy, Mrs. Francis, Mrs. Melton, Mr. Sacchinelli, and Mr. Aiken. Abstained: Mr. Haye and Mrs. Kupp (6-0-2)

CORRESPONDENCE

Dr. Cappelluti noted January is Board Recognition month and she thanked the Board members for their service to the District; which it is very much appreciated.

Dr. Cappelluti summarized a letter sent from the County Office of Education regarding the 2014-2015 budget. She noted that the district has favorable ratios for all of the State review indicators.

Dr. Cappelluti also read a letter from Straus Esmay noting the district policies are in

excellent condition.

PUBLIC COMMENTS

Mrs. Capone began to speak regarding the Superintendent evaluation, however Mr. Goldstein informed her that this was not part of tonight's agenda and she would have to wait until comments at the end of the meeting.

Mrs. Capone asked if Dr. Cappelluti received any correspondence from her regarding meeting dates. Mr. Goldstein noted that this should be discussed at the end of the meeting.

Mrs. Capone noted that she feels the committees have been "stacked." She feels that some of the committee members have recently paved the way for a 12% settlement over three years for the HTEA and two personnel committee members were supported by the HTEA. Mrs. Capone stated that she feels the Board President has done a disservice to the taxpayers.

Mr. Bongiovani wanted to discuss meeting dates and was also told that his comments would have to wait until the end of the meeting.

BOARD MEMBER COMMENTS

Mr. Aiken wanted to congratulate the Teacher of the Year winners from each school. He thanked them for their dedication to the students.

SUPERINTENDENT/STAFF REPORTS

(A) Information Items

1. **Dates to Remember**

- a. **January 20, 2015** – Policy Committee Meeting – Davies School – 6:00 p.m.
- b. **January 20, 2015** – Board of Education Meeting – Davies School – 7:00 p.m.
- c. **February 2, 2015** – Board of Education Meeting – Davies School – 7:00 p.m.
- d. **February 5, 2015** – Curriculum Committee Meeting – Board Office - 4:00 p.m.
- e. **February 11, 2015** – Personnel Committee Meeting – Board Office – 4:15 p.m.
- f. **February 11, 2015** – Facilities Committee Meeting – Board Office – 4:45 p.m.
- g. **February 12, 2015** – Finance Committee Meeting – Board Office – 9:00 a.m.
- h. **February 12, 2015** – Early Dismissal for Students – Staff PD
- i. **February 13, 2015** – Schools Closed for Students – Staff PD
- j. **February 16, 2015** – Schools Closed – President's Day
- k. **February 17, 2015** – Board of Education Meeting – Davies School –

7:00 p.m.

- I. **February 21, 2015** – Budget Workshop – Davies School – 10:00 a.m.
 - m. **February 25, 2015** – Board Retreat – Board Office – 5:30 p.m.
- (B) Registration/Transfer Statistics for the Month of December, 2014, as per attachment X-B.
- (C) Enrollment for the month of December, 2014, as per attachment X-C.
- (D) Harassment, Intimidation and Bullying Incident Log, as per attachment X-D.
- (E) Student Discipline Reports for the month of December, 2014, as per attachment X-E.
- (F) Academic Achievement Lists for the 1st Trimester for Grades 4 and 5, as per attachment X-F.
- (G) Shaner Winter Concert Dates:
- ♪ Team C – Wednesday, February 4, 2015
 - ♪ Team B – Thursday, February 5, 2015
 - ♪ Team A – Friday, February 6, 2015

All concerts will take place in the Multipurpose Room at Shaner @ 10:00 a.m.

- (H) *Presentation:* AtlantiCare Heart Heroes Presentation

Rose McCarthy from AtlantiCare Heart Heroes presented the District with two AED's to be placed in the schools.

- (I) *Presentation:* Board Recognition Month

Each school principal presented the Board members with a gift and thanked them for their service to the school and the students. Each noted how much their service is appreciated.

COMMITTEES AND RECOMMENDATIONS

BUILDING/FACILITIES COMMITTEE - Mr. Ciambrone

None

CURRICULUM COMMITTEE – Mrs. Kupp

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

- Extracurricular activities**
1. To approve local and grant funded extra-curricular activities and staff stipends for the 2014-2015 school year as indicated below, as per attachment Curriculum-1.

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

FINANCE/SUPPLY COMMITTEE – Mrs. Melton

Motion by Mrs. Melton, 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 November, 2014. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of November, 2014, as per attachment Finance-1. | Report of Receipts and Expenditures |
| 2. | To approve the Board Secretary's Report for the period ending November 30, 2014. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of November 30, 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. | Board Secretary's Report |

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

The following items have been included as informational items:

- Interest Income** 3. Interest Income for the month of November, 2014, as per attachment Finance -3.

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

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

- | | | |
|-----|--|---|
| 10. | To approve budget transfers in the amount of \$81,118.00, as per attachment Finance -10. | Budget Transfers |
| 11. | 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. | Superintendent's and Board Secretary's certification |

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

The following item has been included as an informational item:

- Purchase orders** 12. Purchase orders issued for services, supplies and equipment in the amount of \$1,784,429.57, as per attachment Finance -12.

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

- Bills and payroll** 13. To approve the following bills and payroll in the total amount of \$10,097,115.81, as per attachment Finance -13:

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$3,039.00
10	General Fund/Payroll	417,894.72
11	Current Expense	2,264,050.74
11	Current Expense/Payroll	4,368,306.47
12	Capital Outlay	76,638.50
20	Special Revenue	43,115.72
20	Special Revenue/Payroll	92,172.43
40	Debt Service	2,520,256.00
50	Cafeteria	277,721.80
50	Kids' Corner	19,060.84
50	Community Education	3,616.24
50	Camp Blue Star	11,243.35

- Seminars and workshops** 14. To approve 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.

- Revised NCLB Application** 15. To approve the FY2015 Revised NCLB Application to include FY2014 Carryover Funds in the following amounts, as per attachment Finance-15:

<u>Title</u>	<u>Original Funds</u>	<u>Carryover</u>	<u>Total</u>
Title I	\$399,130	\$15,437	\$414,567
Title IIA	71,555	0	71,555
Title III	15,853	0	15,853
<u>Total</u>	\$486,538	\$15,437	\$501,975

- Obsolete Equipment** 16. To approve the sale of obsolete equipment through govdeals.com that is of no use to the district, as per attachment Finance-16.

17. To approve a tuition contract between Atlantic County Special Services School District and the Hamilton Township School District for one (1) student for the 2014-2015 School year at a total cost of \$198.00 per diem for 180 days at a total cost of \$35,640.00. **Tuition contract between ACSSSD and HTBOE**

Roll Call Vote: All in favor #13, #15, #16 & #17: Mrs. Buchanan, Mr. Cassidy, Mrs. Francis, Mr. Haye, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Mr. Aiken. (8-0-0)

Four in favor #14: Mr. Haye, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. Nay: Mrs. Buchanan, Mr. Cassidy, Mrs. Francis, and Mr. Sacchinelli. (4-4-0)

PERSONNEL/NEGOTIATIONS COMMITTEE

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

Motioned by Mr. Sacchinelli, seconded by Mrs. Melton, to approve the following motions as presented:

1. To approve district substitutes for the 2014-2015 school year, as per attachment Personnel-1. **District substitutes**
2. To accept a retirement notice from Donna Reese, Shaner School teacher effective June 30, 2015, as per attachment Personnel -2. **Retirement of Donna Reese**
3. To approve Brooke Parsons as a full-time, 10 month Shaner School Learning Disabilities Teacher Consultant for the period January 21, 2015 through June 30, 2015, B.A.+30, Step 5, with a total annual salary of \$52,592.00, pro-rated, as per attachment Personnel-3. **Brooke Parsons, Learning Disabilities Teacher Consultant**

Miss Parsons is a replacement for Amy Corson who has resigned.

**Sandra Liguori,
Special
Education
Teacher**

4. To approve Sandra Liguori as a Hess School Special Education teacher, B.A., Step 1, with a total annual salary of \$50,000.00, pro-rated, with a start date of January 28, 2015, as per attachment Personnel-4.

Miss Liguori is a replacement for Brooke Parsons whose position has changed to a Shaner School Learning Disabilities Teacher.

**Homebound
instruction**

5. To approve homebound instruction for the 2014-2015 school year, as per attachment Personnel-5.

**NJFLA for
Lawrence
Laskowski**

6. To approve an intermittent NJ Family Leave of Absence for Lawrence Laskowski, Davies School part-time Paraprofessional for the 2014-2015 school year to care for his son, as per attachment Personnel-6.

7. Item #7 was removed from the agenda.

**Erica Breve,
Speech and
Language
Specialist**

8. To approve Erica Breve as a Hess School Speech and Language Specialist for the period January 22, 2015 through June 30, 2015, M.A., Step 1, as follows, as per attachment Personnel-8:

- January 22, 2015 through February 27, 2015 – PT 14.5 hrs./week @287.97 per diem
- March 1, 2015 through June 30, 2015 full-time with a total annual salary of \$53,275.00, pro-rated

Miss Breve is a replacement for Kelli Pinnix who has transferred to the Shaner School.

**Taylor Mondorff,
part-time
paraprofessional**

9. To approve Taylor Mondorff as a Davies School part-time 29 hours/week Paraprofessional for the period January 22, 2015 through June 30, 2015, Paraprofessional Guide, Step 1, with a total annual salary of \$15,979.00, pro-rated, as

per attachment Personnel-9.

Miss Mondorff is a replacement for Cindy Fulton.

Item #7 was withdrawn from the agenda.

Roll Call Vote #1: Seven in favor: Mrs. Buchanan, Mr. Cassidy, Mr. Haye, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Mr. Aiken. Nay: Mrs. Francis. (7-1-0)

Roll Call Vote: (#2 through #6, #8 and #9): All in favor: Mrs. Buchanan, Mr. Cassidy, Mrs. Francis, Mr. Haye, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Mr. Aiken. (8-0-0)

POLICY COMMITTEE – Mrs. Buchanan

None

TRANSPORTATION COMMITTEE – Mr. Cassidy

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

1. To approve a Jointure Contract between the Hamilton Township School District and the Folsom School District to transport one (1) Choice School student for the 2014-2015 school year at a total cost of \$478.02, as per attachment Transportation-1.

Jointure contract

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

RESOLUTIONS

None

SOLICITOR'S REPORT

Mr. Goldstein informed the Board that he has again tried to contact the perspective buyers for the Duberson School, but has not received a response to date.

UNFINISHED BUSINESS

Mrs. Francis asked if the issue with the PTA and the vendor for pictures has been taken care of. Dr. Cappelluti noted that the vendor was not rejected and she has spoken to the PTA President about making a change for the next school year. Dr. Cappelluti noted that the Hess School had appointments with the present vendor and did not want to change them.

Mrs. Francis asked if the district has reached out to the South Jersey Transportation Authority as discussed at the last meeting. Dr. Cappelluti stated that she has been in touch with Mr. Campbell. She noted that they are trying to have a traffic light installed at the corner of Route 40 and Dr. Dennis Foreman Dr.

Mrs. Francis wanted to know if the results of the School Report Card would be presented to the public. Dr. Cappelluti asked Mrs. Francis to clarify what she was looking for. Mrs. Francis noted that she will reply to Dr. Cappelluti at a later date.

Mrs. Francis asked if the refund had been received for the Davies School class trip which was cancelled. Dr. Cappelluti responded that it has been looked into.

Mrs. Francis asked if anyone has worked on a cost analysis to renovate the Duberson School to be used for out of district students. Dr. Cappelluti stated that the process has been started and she is working with Mrs. Stecher. Mrs. Francis noted that GEHRHSD might be interested on working on this as well. She feels that the school belongs to the District and it would be nice to have it remain in the District if this project could be completed. Dr. Cappelluti noted that she will discuss this with the Superintendent of GEHRHSD.

NEW BUSINESS

Mr. Aiken asked the Board what their thoughts are regarding adding a moment of silence for private reflection to the Board agenda.

Mr. Sacchinelli noted that he began the practice at the Township and felt it was a good idea. He noted that it

is not meant to be a moment of prayer; it is a moment for private reflection.

Mr. Aiken asked the Board if it could be added. The remaining Board Members agreed it was a good idea and this will be added to the next agenda.

PUBLIC COMMENTS

Mrs. Capone would like the Board to consider the fact that the Superintendent never responded to her e-mail regarding the photographer when they are doing the Superintendent's evaluation.

Mrs. Capone also noted that there was no discussion regarding changing the meeting dates from Tuesday to Monday evening. She feels the Board President caused a conflict of interest when he was elected because he did not disclose to the remainder of the Board that he could not make the meetings on Tuesdays. Mrs. Capone asked if the Board President shared this information with the Superintendent prior to the meeting.

Mrs. Capone wanted to congratulate Donna Reese on her retirement. She noted that Ms. Reese is a Shaner School teacher who has remarkable talents.

Mr. Goldstein noted that the President did not change the meeting dates, the Board voted on this.

Mrs. Hassa stated that she is concerned that the meeting dates changed from Tuesday to Monday evenings after three Board members noted that they could not attend on Monday without changing their schedule.

Margaret Erickson noted the activities that take place on Monday evening in the township. She feels that the parents who attend the other activities are the people who will be attending the meetings on Tuesday evening. Ms. Erickson feels this is disrespectful to the community and other Board members.

Mr. Rogers asked who reports the statistics for student enrollment from year to year. He asked what the trend is over the last few years. Mr. Rogers does not feel

there is any shared sacrifice throughout the district. He noted the contracts which have been approved by the Board do not show any empathy for the community members.

Mr. Rogers also noted that the Board meetings should not conflict with other activities in the community. He stated it is hard to follow what goes on in the district, and it is hard to follow funds through the budget.

G. G. Seibert; who is a school bus driver in the District, asked if there needed to be public notice prior to the change in meeting dates. She also asked if the Board could reach out to the Township regarding road conditions in the Laureldale area during inclement weather. Ms. Seibert noted that she is extremely concerned about the conditions for school bus drivers.

Mr. Goldstein explained the process of advertising meeting changes.

Anne Erickson stated that she has attended a lot of Board training and NJSBA will tell you that the public comment portion of the meeting is for the public to weigh in all the topics. She feels that the more important an item is, the more important it is for the public to weigh in. Dr. Erickson also noted the fact that the Board meeting changes were tabled by the Board President and moved to the end of the last meeting. She does not feel this gave other members an opportunity to look at their own schedules. Dr. Erickson also questioned if the Board President would be attending the Board retreat; which is on a Wednesday.

Heather Wolfslayer, who is a parent in the District, is also concerned about the date change of Board meetings. She feels that the fact that this has brought many people out to the meeting is disturbing to her. Mrs. Wolfslayer had concerns regarding the rules at the Shaner School. She feels the Board should be more concerned with this issue as well as the substitute teachers who have been replacing her daughter's teacher in first grade. She noted that our district is not in the top 100 of the State and she is unhappy with the way her children have been

educated.

Mrs. Wolfslayer is not happy with the fact that volunteering at the Shaner School is now prescheduled to one hour time frames. Mrs. Wolfslayer feels that children who are home schooled should have an opportunity to participate in sports because the parents do pay taxes in the township.

Marylynn Stecher had concerns about Professional Development. She feels there is training that staff members do need to attend and this is budgeted for. She wanted the Board to know how important the training is for the staff members.

James Erickson feels that getting special education training for staff members to keep students in the district would be money well spent. He noted that it is costly for the district to send students to other schools.

EXECUTIVE SESSION

Motion by Mr. Sacchinelli, seconded by Mrs. Kupp, 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:

- Personnel Matters
- HIB Reports
- HTEA Negotiations

Further resolved that the discussion of such subject matter in executive session can be disclosed to the public when formal action is taken on such subject matter or at any other appropriate time.

Further resolved the Board may take action on items discussed in executive session. Further resolved that the Board will be in executive session for approximately 30 minutes.

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

The Board entered into executive session at 8:05 p.m.

The Board resumed the regular meeting at 9:15 p.m.

Mays Landing, NJ
January 20, 2015

Mr. Haye exited the meeting during executive session.

ADJOURNMENT

Motioned by Mr. Sacchinelli, seconded by Mrs. Kupp, to adjourn the meeting.

Voice Vote: All in favor: (8-0-0)

The Hamilton Township Board of Education meeting adjourned at 9:15 p.m.

Daniel Smith
Board Secretary