

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF EDUCATION  
HELD ON FEBRUARY 2, 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: None

**V. Moment of silence for private reflection**

Mr. Sacchinelli asked for the family of Bob Hand to be kept in your thoughts. Mr. Hand was a longtime volunteer of the Township Rescue Squad and he recently passed away.

**XI. Approval of Minutes**

1. Motion by Mr. Sacchinelli, seconded by Mrs. Melton, to approve the Regular and Executive session minutes of the meeting of January 6, 2015, as per attachment Minutes-1.

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

2. Motion by Mr. Sacchinelli, seconded by Mr. Cassidy to approve the Regular

and Executive session minutes of the meeting of January 20, 2015, as per attachment Minutes-2.

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

### **CORRESPONDENCE**

None

### **PUBLIC COMMENTS**

None

### **BOARD MEMBER COMMENTS**

Mrs. Kupp noted she is happy to see that the volunteer hours at the Shaner School have been restored. She also wanted to remind everyone that the Education Foundation will be holding a fundraiser at Young's Skating Center on Sunday, February 15, 2015. Mrs. Kupp noted that the money raised from the last fundraiser was put to excellent use within the District.

Mr. Sacchinelli wanted to note the Valentine's Dance to be held at the Davies School on Friday, February 6, 2015. He also noted the good board attendance at the recent NJSBA County Meet Up at Absegami High School.

Mr. Aiken also noted that he was happy to see so many of the Board members in attendance at the NJSBA County Meet Up. He noted that NJSBA spoke regarding advisory opinions recently published by the Commission. Mr. Aiken brought this information to Mr. Goldstein for review.

Mr. Goldstein stated that he did look into the published opinions by NJSBA, and the Board will look at each issue on a case by case basis.

Mrs. Francis asked if the advisory opinions affect any other Board Members. Mr. Goldstein noted that as of now there is no issue, but everyone will have new guidance to review. Mr. Goldstein noted that he was informed by NJSBA that additional opinions will be released.

Mr. Goldstein also addressed the issue of parents not wanting their children to participate in PARCC testing. He noted that this test is mandated by the State and the district must administer it. Mr. Goldstein noted the parents need to be aware of this.

Mrs. Buchanan encouraged parents to participate in the Strengthening Families program to be held in the District. She noted the registration deadline is February 12, 2015.

## **SUPERINTENDENT/STAFF REPORTS**

(A) Information Items

1. **Dates to Remember**

- a. **February 2, 2015** – Board of Education Meeting – Davies School – 7:00 p.m.
- b. **February 4, 2015** – Personnel Committee Meeting – Board Office – 4:00 p.m.
- c. **February 5, 2015** – Curriculum Committee Meeting – Board Office – 4:00 p.m.
- d. **February 11, 2015** – Facilities Committee Meeting – Board Office – 4:45 p.m.
- e. **February 12, 2015** – Finance Committee – Board Office – 9:00 a.m.
- f. **February 12, 2015** – Early Dismissal for Students – Staff PD
- g. **February 13, 2015** – Schools Closed for Students – Staff PD
- h. **February 16, 2015** – Schools Closed – President’s Day
- i. **February 17, 2015** – Board of Education Meeting – Davies School – 7:00 p.m.
- j. **February 25, 2015** – Board Retreat – Board Office – 5:30 p.m.
- k. **March 7, 2015** – Budget Workshop – Davies School – 10:00 a.m.

(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) **Books in Your Backyard** – Celebrate Black History Month on February 19, 2015 at Oakcrest Estates Community Center from 6:30 p.m. – 8:00 p.m. Sponsored by the Hamilton Township School District and the Hamilton Township PTA, as per attachment X-H.

Dr. Cappelluti noted that the NJ School Performance Report has just been released and Mrs. Dagit will be doing a presentation at a future Board meeting.

Dr. Cappelluti noted that the Township has reached out to her and Mr. Smith to meet to discuss the preliminary budget. She noted the President and Vice President of our Board will be present, as well as members of GEHRHSD. This meeting will be held on February 18, 2015.

## **COMMITTEES AND RECOMMENDATIONS**

**BUILDING/FACILITIES COMMITTEE - Mr. Ciambrone**

None

**CURRICULUM COMMITTEE – Mrs. Kupp**

None

**FINANCE/SUPPLY COMMITTEE – Mrs. Melton**

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

**Report of Receipts and Expenditures**

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

**Board Secretary's Report**

2. Board Secretary's Report for the period ending December 31, 2014. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of December 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.

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 December, 2014, as per attachment Finance -3.

**Receipts**

4. Receipts for the month of December, 2014, as per attachment Finance -4.

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

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

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|-----|--|---|
| 10. | 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. | <b>Superintendent's and Board Secretary's certification</b> |
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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:

- |     |  |                        |
|-----|--|------------------------|
| 11. | Purchase orders issued for services, supplies and equipment in the amount of \$57,973.35, as per attachment Finance -11. | <b>Purchase orders</b> |
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Motion by Mrs. Melton, seconded by Mr. Sacchinelli, to approve the following motions, as presented:

**Bills and  
Payroll**

12. To approve the following bills and payroll in the total amount of \$957,397.09, as per attachment Finance -12:

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$826.00
11	Current Expense	225,219.13
12	Capital Outlay	490,898.89
20	Special Revenue	14,252.54
40	Debt Service	201,475.00
50	Kids' Corner	21,271.21
50	Community Education	3,454.32

**Memorandum  
of  
Understanding**

13. To approve a Memorandum of Understanding between the Richard Stockton College of New Jersey and Hamilton Township School District to conduct an energy Evaluation and Assessment of the Joseph C. Shaner School at a total cost of \$525.00, as per attachment Finance-13.

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)

**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:

**Homebound  
instruction**

1. To approve homebound instruction for the 2014-2015 school year, as per attachment Personnel-1.

**Medical Leave  
for Staci  
Zitomer**

2. To approve a medical leave of absence for Staci Zitomer, Hess School teacher. Mrs. Zitomer is using her accumulated sick time from January 8, 2015 through February 2, 2015 and requesting to use Family Medical Leave from February 3, 2015 through March 27, 2015 with a return to work date of March 30, 2015, as per attachment Personnel-2.

**Disability  
Retirement for  
Chunan Chen**

3. To approve a disability retirement for Chunan Chen, Hess School teacher effective July 1, 2015, as per attachment

Personnel-3.

- |    |   |   |
|----|---|---|
| 4. | To approve an intermittent New Jersey Family Leave of Absence for Jessica Lewis, Hess School full-time Paraprofessional beginning February 16, 2015 to care for her mother, as per attachment Personnel-4.  | <b>NJFLA for Jessica Lewis</b>          |
| 5. | To accept a resignation from Bambi Cannuscio, Hess School part-time Paraprofessional effective January 28, 2015 with her last day of employment on January 26, 2015, as per attachment Personnel-5.   | <b>Resignation from Bambi Cannuscio</b> |
| 6. | To approve an intermittent NJ Family Leave of Absence for Barbara Barresi, Hess School Special Education teacher beginning on January 26, 2015 to care for her husband, as per attachment Personnel-6.  | <b>NJFLA for Barbara Barresi</b>        |
| 7. | To approve a NJ Family Leave of Absence for Jillian Akerlind, Shaner School teacher for the period February 13, 2015 through March 6, 2015 with a return to work date of March 9, 2015, to care for her newborn child, as per attachment Personnel-7. | <b>NJFLA for Jillian Akerlind</b>       |

Mrs. Akerlind has been out since December 1, 2015 for the birth of her child but used her accumulated sick time which will run out on February 12, 2015.

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)

**POLICY COMMITTEE – Mrs. Buchanan**

None

**TRANSPORTATION COMMITTEE – Mr. Cassidy**

None

**RESOLUTIONS**

None

### **SOLICITOR'S REPORT**

Mr. Goldstein noted that he has not received any response from the group interested in purchasing the Duberson School.

### **UNFINISHED BUSINESS**

Mrs. Francis asked if the refund for the bus for the Davies School cancelled trip has been received yet. Dr. Cappelluti noted that we have not yet received it.

Mrs. Francis asked if the possibility of getting together with GEHRHSD has been addressed regarding the purchase of the Duberson School. Mr. Sacchinelli noted that it is on the agenda for discussion with the Township and Greater Egg Harbor on February 18, 2015.

Mrs. Francis asked if it were possible for home schooled children to be able to participate in school activities. Dr. Cappelluti noted that it is written in policy that these children cannot participate.

Mrs. Buchanan asked if this issue could be looked into again.

Mr. Ciambrone arrived at 7:23 p.m.

Mrs. Francis noted there was a parent survey completed a few years ago and she would like to look into doing another survey. Dr. Cappelluti stated that she will send the results of the survey to the Board.

Mr. Sacchinelli clarified that Mrs. Francis is looking to do a new survey and agreed that it might be a good idea. Dr. Cappelluti suggested it be brought up at a curriculum committee meeting and it could be looked into.

Mrs. Buchanan asked if the letter had gone home to parents who were interested in having their children participate in the tutoring program. Dr. Cappelluti stated that she believed the letter did go out. Mr. Aiken stated that he did receive his letter.

### **NEW BUSINESS**

Mr. Aiken noted that he has been asked by Mrs.



Francis to look into changing the Board meeting dates to the second and fourth Monday of each month. Mr. Cassidy stated he may still have a problem attending on Monday evenings because of his job.

After some discussion, Mr. Aiken asked if everyone would be okay with changing the meeting dates to the second and fourth Monday beginning with the March meeting. Mr. Cassidy noted that it would give him some time to look into his schedule.

Motion by Mr. Sacchinelli, seconded by Mrs. Buchanan, to move the Board meeting dates to the second and fourth Monday of the month.

Roll Call Vote: Eight in favor: Mrs. Buchanan, Mr. Cassidy, Mr. Ciambrone, Mr. Haye, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Mr. Aiken. Abstained: Mrs. Francis (8-0-1)

### **PUBLIC COMMENTS**

Anne Erickson is happy to hear that there is a slight accommodation made for Board Members to change the meeting dates. Dr. Erickson spoke regarding the advisory opinion submitted previously by Mrs. Capone.

Margaret Erickson is happy to see that some of the Board members are being accommodated regarding changing Board meeting dates, even though not all of them are being considered. She also wanted to note the decrease in attendance tonight and feels this is sad. She feels the meeting dates should be changed back to Tuesday.

Gayle Luderitz wanted to note that the books placed in the library to honor the Board members have been enjoyed by the children. Mrs. Luderitz noted that it has been announced which students have been accepted into the magnet programs at the area high schools. She feels the number of students accepted reflect the ability of the teachers in the district to do a great job. She wanted to thank the Board and the teachers of the district for doing a great job in educating her children.

Amy Hassa wanted to make the Board aware of a government website that is available regarding bullying issues. She feels the information available

would be very helpful to the district and children involved. Mrs. Hassa would like to see better training for the staff to understand HIB and the bullying issues presently going on.

Marylynn Stecher wanted to thank Kelly Ford for setting up the Books in Your Backyard event. She also thanked Jeff Wellington for his work in getting the Strengthening Families Program together. Mrs. Stecher thanked Mrs. Hassa for arranging the first Mental Health Workshop held today, as well as the staff members who attended on their own time.

Mrs. Stecher congratulated Mrs. Gildiner and Mrs. Holdren for the grants recently received for technology in their classrooms. She noted that Mr. Trackman and Mrs. Wroniuk also received a grant for the school and she wanted to recognize them as well.

Jeff Gildiner wanted to note the attendance in the room tonight. He does not feel that changing the date for Board meetings would affect the public attending. He would like the Board to attend to the business of running the school district and to stop the nonsense that has been going on. Mr. Gildiner would like to see the Board continue to work together.

Mr. Gildiner noted that the HTEA has been sponsoring various events for the District. He hopes that the Board and the public can work together to have a positive relationship to help the students and the District.

### **EXECUTIVE SESSION**

Motion by Mr. Sacchinelli, 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:

- Anticipated Litigation

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.

Eight in favor: Mrs. Buchanan, Mr. Cassidy, Mr. Ciambrone, Mr. Haye, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Mr. Aiken. Nay: Mrs. Francis. (8-1-0)

The Board entered into executive session at 7:50 p.m.

The Board resumed the regular meeting at 8:35 p.m.

**ADJOURNMENT**

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

Voice Vote: All in favor: (9-0-0)

The Hamilton Township Board of Education meeting adjourned at 8:36 p.m.

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Daniel Smith  
Board Secretary