

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
HELD ON APRIL 13, 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 a notice posted with the Township Clerk on the Bulletin Board at the following locations: 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 record this meeting and this meeting is also being video-taped.

There are two opportunities to address the members of the Board. The Board values and welcomes comments and opinions from residents as long as remarks are not personal or discourteous. The public comment portion of the meeting allows the Board to listen to community members and to hear their opinions on school policy and operations.

The first public portion is reserved for persons wishing to speak about agenda items only. The second opportunity, following the action items, is when residents may address the Board on any school-related issue. Each speaker is asked to limit their comments to three minutes and you are not permitted to yield your time to another. The public comments portion of the meeting, during both sessions, will not exceed 30 minutes. Upon being recognized, persons wishing to speak should stand and identify themselves by name and address.

ROLL CALL

The following members answered roll call: Mrs. Stephanie Buchanan, Mr. Greg Ciambrone, 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. Greg Cassidy

V. Moment of silence for private reflection

XI. Approval of Minutes

1. Motion by Mrs. Kupp, seconded by Mr. Haye, to approve the minutes of the Special Session meeting of March 7, 2015, as per attachment Minutes-1.

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

2. Motion by Mr. Sacchinelli, seconded by Mrs. Kupp to approve the Regular and Executive session minutes of the meeting of March 9 2015, as per attachment Minutes-2.

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

CORRESPONDENCE

Dr. Cappelluti read a letter from the New Jersey Dept. of Education regarding the implementation of Achieve NJ.

PUBLIC COMMENTS

None

BOARD MEMBER COMMENTS

Mrs. Kupp noted the play performed by the Davies School children which was sponsored by Community Ed. Department. She stated that it was a wonderful performance by the students and she complimented Mr. Melder and Mrs. Laubert for the job they did in putting this together.

Mrs. Kupp also noted that \$6,000 in grants was awarded to teachers in the district through the Education Foundation and the Foundation will issue new grants in the fall.

SUPERINTENDENT/STAFF REPORTS

(A) Information Items

1. **Dates to Remember**

- a. April 13, 2015 – Curriculum Committee Meeting – Davies School – 6:00 p.m.
- b. April 13, 2015 – Board of Education Meeting – Davies School – 7:00 p.m.
- c. April 14, 2015 – Personnel Committee Meeting – Board Office – 4:15 p.m.

- d. April 27, 2015 – Policy Committee Meeting – Board Office – 6:00 p.m.
 - e. April 27, 2015 – Board of Education Meeting and Public Hearing on the Budget – Davies School – 7:00 p.m.
 - f. May 11, 2015 – Board of Education Meeting – Davies School – 7:00 p.m.
 - g. May 26, 2015 – Board of Education Meeting – Davies School – 7:00 p.m.
- (B) Registration/Transfer Statistics for the Month of March, 2015, as per attachment X-B.
- (C) Enrollment for the month of March, 2015, as per attachment X-C.
- (D) Academic Achievement Lists for the 2nd Trimester – Grades 4 and 5, as per Attachment X-D.
- (E) New Homes and Certificates of Occupancy for the month of February 20, 2015, as per attachment X-E.
- (F) Discipline Reports for the month of March, 2015, as per attachment X-F.
- (G) School Spring Concerts:
- Shaner School:
- May 6, 7 & 8 at 9:30 a.m. in the Multipurpose Room
- Hess School:
- April 23, 2015 at 7:00 p.m. in the Hess Auditorium (Davies Concert Band will also be performing.)
- Davies School:
- April 17, 2015 at 5:00 p.m. – Swing Kids Jazz Band at Mainland Jazz Festival (Linwood)
 - April 21, 2015 – Davies Concert Band at the NJMEA State Band Festival at Rowan University – time TBD
 - April 25, 2015 at 2:00 p.m. – South Jersey Elementary Honors Band Concert at Absegami High School.
 - May 1, 2015 at 9:00 a.m. – Atlantic Cape Teen Arts Festival – Hammonton, NJ
 - May 21, 2015 at 7:00 p.m. – Davies Spring Concert at Hess School Auditorium
- (H) Round Up Registration/Pre-School and Kindergarten:

Joseph C. Shaner School

- May 19, 2015 – 9:30 a.m.-12:00 p.m./1:00 p.m.-3:00 p.m.
- May 20, 2015 – 9:30 a.m.-12:00 p.m./1:00 p.m.-3:00 p.m.
- May 21, 2015 – 9:30 a.m.-12:00 p.m./1:00 p.m.-3:00 p.m.

COMMITTEES AND RECOMMENDATIONS

BUILDING/FACILITIES COMMITTEE - Mr. Ciambrone

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

1. To approve Change Order #2 to the contract with Levy Construction Company in the deduct amount of (\$9,025.00) for the unused allowance. This will reduce the total contract from \$655,800.00 to \$646,775.00, as per attachment Facilities-1.

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

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:

1. To approve the Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 for the month of February, 2015. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of February, 2015, as per attachment Finance-1.
2. Board Secretary's Report for the period ending February 28, 2015. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of February 28, 2015, 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. Ciambrone, 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:

3. Interest Income for the month of February, 2015, as per attachment Finance -3.
4. Receipts for the month of February, 2015, as per attachment Finance-4.
5. Refunds for the month of February, 2015, as per attachment Finance -5.
6. Capital Reserve Interest for the month of February, 2015, as per attachment Finance -6.
7. Rental Income for the month of February, 2015, as per attachment Finance -7.
8. Miscellaneous Revenue for the month of February, 2015, as per attachment Finance -8.
9. The monthly Budget Summary Report for February, 2015, has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment Finance -9.

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

10. To approve budget transfers in the amount of \$139,684.00, as per attachment Finance -10.

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.

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

12. Purchase orders issued for services, supplies and equipment in the amount of \$753,321.45, as per attachment Finance -12.

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

13. To approve the following bills and payroll in the total amount of \$3,637,970.15, as per attachment Finance -13:

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$1,047.00
10	General Fund/Payroll	207,637.17
11	Current Expense	1,170,195.68
11	Current Expense/Payroll	2,175,558.66
20	Special Revenue	17,356.00
20	Special Revenue/Payroll	44,878.83
50	Kids' Corner	21,296.81

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.

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

PERSONNEL/NEGOTIATIONS COMMITTEE - Mr. Sacchinelli

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 motion as presented:

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

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

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

2. To accept a notice of retirement from Lisa Strother, Personnel Secretary effective September 1, 2015 with her last day of employment to be August 31, 2015, as per attachment Personnel-2.

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

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

3. To extend an employment contract for Carrie Torres, Hess School ESL Teacher from April 14, 2015 to the end of the school year, B.A., Step 1, with a salary of \$50,000.00, pro-rated as a temporary replacement for Chun-an Chen who is on a medical leave of absence.

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

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

4. To change a disability retirement of Patricia Carmen, Hess School Teacher, from June 1, 2015 to April 1, 2015, as per attachment Personnel-4.

Mrs. Carmen's disability retirement was previously approved on February 23, 2015.

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

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

5. To accept a resignation notice from Nathanael Sooy, Hess School custodian effective March 23, 2015 with his last day of employment to be April 22, 2015, as per attachment Personnel-5.
6. To accept a resignation notice from Nathanael Sooy, Hess School custodian effective March 23, 2015 with his last day of employment to be April 22, 2015, as per attachment Personnel-5.
7. To approve an extension to the employment contract for Kristen Meiklejohn, Shaner School teacher from April 9, 2015 to May 4, 2015.

Miss Meiklejohn is the temporary maternity leave replacement for Lauren Graff.

8. To approve an extension to a NJ Family Leave of absence for Jessica Newkirk, Shaner School ESL teacher to April 16, 2015 with a return to work date of April 20, 2015, as per attachment Personnel-8.

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

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

9. To accept a notice of retirement from Virginia Baldwin, Hess School teacher effective July 1, 2015 with her last day of employment to be June 30, 2015, as per attachment Personnel-9.

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

POLICY COMMITTEE – Mrs. Buchanan

None

TRANSPORTATION COMMITTEE – Mr. Cassidy

None

RESOLUTIONS

None

SOLICITOR'S REPORT

Mr. Goldstein noted that he still has not been notified by the group interested in purchasing the Duberson School. Mr. Sacchinelli asked if the Board would consider having a contract with a broker or real estate agent to sell the building. He asked if Mr. Goldstein could prepare information for the next meeting.

Mr. Sacchinelli asked if the District owned any other property that could be sold. Mr. Smith noted a small parcel in the Mizpah area of the township that the district has received interest in. He said there is a discrepancy as to who owns the property and the district is looking into it.

Mrs. Francis asked if the possibility of jointly working with the Greater Egg Harbor Regional School District with the Duberson property has been looked into. Dr. Cappelluti noted that the district has not explored that.

UNFINISHED BUSINESS

Mrs. Francis asked if the District had an update on the possibility of sending text alerts when parents need to be contacted. Mr. Haye noted a free service available which would only be one way texting. He stated the party would be unable to respond to the text. Dr. Cappelluti stated she has sent this information to the Technology Department to be looked into.

NEW BUSINESS

None

PUBLIC COMMENTS

Peggy Capone noted that Dr. Cappelluti stated she would meet with the Superintendent of GEHRHSD in December to see if the Duberson School could be renovated. She stated that an architect was paid to develop an estimate to see what it would take to bring the school to code. Mrs. Capone also noted that \$1.5 million was spent on tuition last year to send students out of the district. She feels this project needs to be looked in to.

Mrs. Capone asked if any of the Board members have taken advantage of the NJSBA training for choosing a Superintendent who fits the district's needs. She noted that it is troubling that the five Board members who voted to renew Dr. Cappelluti's contract did not take advantage of this training.

Mrs. Capone also noted the minutes of March 7th Board meeting where the Board President stated that the township mayor did not ask for a zero increase in school taxes at the meeting between the two business administrators and the vice president and president of each Board. Mrs. Capone noted that she spoke to Mr. Silva herself and he confirmed asking for a zero increase.

Mrs. Capone requested a copy of the letter Dr. Cappelluti read tonight and noted she will submit an OPRA request if needed.

ADJOURN

Motion by Mr. Aiken, seconded by Mrs. Buchanan, to adjourn the meeting.

Roll Call Vote: Mrs. Buchanan, Mr. Ciambone, Mrs. Francis (roll call ended for additional comments from the public)

Motion by Mrs. Melton, seconded by Mrs. Kupp to continue with additional public comments after starting to adjourn the meeting.

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

PUBLIC COMMENTS

Shannon Branca asked about the science teacher who has been absent since February. She noted that her daughters have had three substitutes and feels the parents need to be aware of what is going on in the classroom. Dr. Cappelluti noted that she will discuss this with Mr. Santilli and it is a personnel matter.

Kurt Von Hess who is a lifetime resident and a district employee for eight years spoke regarding cutting his position to part time. He noted that he will lose his benefits which will hurt his family. Mr. Von Hess asked when loyalty and hard work will pay off. He asked that the Board please reconsider their decision to cut his position to part time and taking away his benefits.

Mr. Aiken responded that the Board does understand, but there are certain cuts that need to be made and there are other employees who are also being affected by the budget reductions.

ADJOURNMENT

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

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

The Hamilton Township Board of Education meeting adjourned at 7:32 p.m.

Daniel Smith
Board Secretary