

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF EDUCATION  
HELD ON JUNE 8, 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 Cassidy, Mr. Greg Ciambone, 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

Also present  
were:

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

V. Moment of silence for private reflection

**APPROVAL OF MINUTES**

Motion by Mr. Aiken, seconded by Mr. Sacchinelli, to approve the minutes of the regular and executive session of April 27, 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. Abstained: Mr. Ciambrone. (8-0-1)

**CORRESPONDENCE**

Dr. Cappelluti read thank you letters from both Donna Reese and Diane Scott who were recently recognized by the Board for their retirement this year.

**PUBLIC COMMENTS**

Peggy Capone pointed out to the Board that 25% of the 8<sup>th</sup> grade graduates were not proficient in last year's testing in language arts and math. She noted these students are now graduating and being sent to high school. Mrs. Capone stated that this Board had 10 years to help these children, and the Board is responsible for sending these children on to high school.

**BOARD MEMBER COMMENTS**

Mrs. Kupp noted how well the 8<sup>th</sup> grade awards ceremony was last week and a great group of students were on hand to receive their awards. Mrs. Kupp also noted that the Education Foundation had its' last skating party of the year last week.

Mrs. Kupp also mentioned the Green Ribbon Award ceremony held in Washington in which Dr. Cappelluti and Mr. Santilli attended. She feels this brought a positive feeling to the school in recognizing the efforts by the staff and students.

Mr. Haye also recognized the staff and students who were involved in receiving the Green Ribbon award. He noted that a lot of work goes into receiving this award and it is based on what happens in the school on a regular basis.

Mr. Sacchinelli noted he had the opportunity to attend the 8<sup>th</sup> grade dinner dance last week and he noted how well behaved and nicely dressed the students were. He noted that Davies did a great job with the event.

Mr. Aiken noted that he also attended the 8<sup>th</sup> grade award night; which was a nice event. He noted how well attended the Walk for Water event was last week.

Mr. Aiken informed the Board that he has received another ethics complaint against him. He has given this to the Solicitor to review and handle. Mr. Aiken also wanted to note that the comments he has seen in the local newspapers are only the opinion of

the writer. He noted that the statements he has seen are untrue and he wishes all of this would stop.

Mr. Goldstein noted that he has just received the ethics complaint, but noticed that it is very similar to the last complaint. He will review the complaint and will most likely file a motion to dismiss it.

Mr. Ciambrone asked how much time Mr. Goldstein will need to put into this complaint. Mr. Goldstein responded that he will put into it whatever time it takes.

Dr. Cappelluti noted what an honor and a privilege it was to attend the Green Ribbon Ceremony in Washington, D.C. She noted that Congressman Lobiondo also visited the Davies School on Friday and he was given a tour of the school.

### **SUPERINTENDENT/STAFF REPORTS**

(A) Information Items

1. **Dates to Remember**

- a. June 8, 2015 – Curriculum Committee Meeting – Davies School – 6:00 p.m.
- b. June 8, 2015 – Board of Education Meeting – Davies School – 7:00 p.m.
- c. June 16, 2015 – Policy Committee Meeting – Board Office – 4:00 p.m.
- d. June 17, 2015 – Davies 8<sup>th</sup> Grade Graduation – Oakcrest High School – 4:00 p.m.
- e. June 22, 2015 – Board of Education Meeting – Davies School – 5:30 p.m.

(B) Registration/Transfer Statistics for the Month of May, 2015, as per attachment X-B.

(C) Enrollment for the month of May, 2015, as per attachment X-C.

(D) Harassment, Intimidation and Bullying Incident Log, as per attachment X-D.

(E) Presentation:

Teacher Liaison/Space Symposium  
Given by: Suzanne Burnetta, Shaner School Teacher

(F) Presentation:

New Jersey Quality Single  
Accountability Continuum (QSAC)  
Given by: Lisa Dagit, Director of Curriculum and Instruction

## **COMMITTEES AND RECOMMENDATIONS**

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

None

### **CURRICULUM COMMITTEE – Mrs. Kupp**

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

- AED/CPR Re-Certification Training**
1. To approve Ed Aleszczyk to provide professional development (AED/CPR Re-Certification Training) on June 18, 2015 at the rate of \$26.00/hour rate (not to exceed 5 hours), 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.

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

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

- Springboard Education in America**
2. To approve a Memorandum of Understanding between Springboard Education in America and Hamilton Township School District, as per attachment Curriculum-2.

Mrs. Kupp noted that this is another attempt to get parents and students involved and she hopes it succeeds. Mrs. Francis noted that she thinks the program will be a success based on the vendors' record and the program does what the Board wants to do.

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

**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 April, 2015. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of April, 2015, as per attachment Finance-1.  | <b>Report of Receipts and Expenditures</b> |
| 2. | To approve the Board Secretary's Report for the period ending April 30, 2015. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of April 30, 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. | <b>Board Secretary's Report</b>            |

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

The following motions have been included as informational items:

- |    |  |                                 |
|----|--|---------------------------------|
| 3. | Interest Income for the month of April, 2015, as per attachment Finance -3.          | <b>Interest Income</b>          |
| 4. | Receipts for the month of April, 2015, as per attachment Finance -4.                 | <b>Receipts</b>                 |
| 5. | Refunds for the month of April, 2015, as per attachment Finance -5.                  | <b>Refunds</b>                  |
| 6. | Capital Reserve Interest for the month of April, 2015, as per attachment Finance -6. | <b>Capital Reserve Interest</b> |

- Rental Income** 7. Rental Income for the month of April, 2015, as per attachment Finance -7.
- Miscellaneous Revenue** 8. Miscellaneous Revenue for the month of April, 2015, as per attachment Finance -8.
- Budget Summary Report** 9. The monthly Budget Summary Report for April, 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:

- Budget transfers** 10. To approve budget transfers in the amount of \$33,969.00, as per attachment Finance -10.
- Superintendent's and Board Secretary's certification** 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: Eight in favor #10: Mrs. Buchanan, Mr. Cassidy, Mr. Ciambrone, Mrs. Francis, Mr. Haye, Mrs. Kupp, Mrs. Melton, and Mr. Sacchinelli. Abstained: Mr. Aiken. (8-0-1)

All in favor #11: Mrs. Buchanan, Mr. Cassidy, Mr. Ciambrone, Mrs. Francis, Mr. Haye, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Mr. Aiken. (9-0-0)

The following item is presented for informational purposes:

- Purchase orders** 12. Purchase orders issued for services, supplies and equipment in the amount of \$658,042.88, as per attachment Finance -12.

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

13. To approve the following bills and payroll in the **Bills and payroll** total amount of \$443,412.33, as per attachment Finance -13.

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$ 1,893.00
11	Current Expense	410,147.93
20	Special Revenue	31,371.40
	Special Revenue/Payroll	

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

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

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. **Staff attendance**
15. To approve a Tuition Contract between the Hamilton Township School District and Bancroft, for one (1) student effective July 6, 2015 through June 30, 2016, at a cost of \$276.72 per diem for a total of 212 days including extended school year, for a total cost of \$58,664.64. **Tuition Contract between HTSD and Bancroft**
16. To approve an Agreement between the Hamilton Township School District and Bayada Home Health Care, Inc., to provide nursing services for one (1) student for the 2015-2016 school year including extended school year, for the period July 1, 2015 through June 30, 2016 at a cost of \$55.00/hour for RN services and \$45.00/hour for LPN services. **Agreement between HTSD and Bayada Home Health Care, Inc.**
17. To approve an Agreement between the Hamilton Township School District and Bayada Home Health Care, Inc., to provide nursing services for one (1) student for the 2015-2016 school year including extended school year, for **Agreement between HTSD and Bayada Home Health Care, Inc.**

the period July 1, 2015 through June 30, 2016 at a cost of \$50.00/hour for RN services and \$40.00/hour for LPN services.

Roll Call Vote: Eight in favor #14 and #15: Mrs. Buchanan, Mr. Cassidy, Mrs. Francis, Mr. Haye, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Mr. Aiken. Abstained: Mr. Ciambrone (8-0-1)

All in favor #16 and #17: Mrs. Buchanan, Mr. Cassidy, Mr. Ciambrone, Mrs. Francis, Mr. Haye, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Mr. Aiken. (9-0-0)

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

- Personal Aide Agreement with ACSSSD** 18. To approve one (1) Personal Aide Agreement for one (1) student, between the Hamilton Township Board of Education and Atlantic County Special Services School District for the 2015-2016 school year, at a per student cost of \$43,740.00.

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

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

- IDEA Grant Funds** 19. To accept the Federal FY2016 (School Year 2015-2016) IDEA Grant Funds as follows:

	<u>Public Funds</u>	<u>Non-Public Funds</u>	<u>Total Funds</u>
IDEA-Basic	\$814,240.00	\$8,126.00	\$822,366.00
IDEA-Preschool	<u>31,687.00</u>	<u>0.00</u>	<u>31,687.00</u>
	\$845,927.00	\$8,126.00	\$854,053.00

- NCLB Grant Funds** 20. To accept the Federal FY2016 (School Year 2015-2016) No Child Left Behind (NCLB) Grant Funds as follows:



<u>Title</u>	<u>Title Description</u>	<u>FY16 Total (Includes NP)</u>
Title I	Basic Skills	\$552,453.00
Title IIA	Highly Qualified Teachers Professional Development Class Size Reduction	70,736.00
Title III	English Language Learners	16,492.00
Title III – Immigrant	Immigrant Language Learners	<u>3,490.00</u>
Total:		643,1714.00

21. To accept Grant funds from the 2014 National School Lunch Program Equipment Assistance Grant in the amount of \$19,780.62 for a steamer and milk cooler at the Davies School, as per attachment Finance-21. **National School Lunch Program Equipment Assistance Grant**

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

**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 motions as presented:

- Medical Leave of Absence for Mary Donoflio** 1. To approve a medical leave of absence for Mary Donoflio, Hess School food service worker. Mrs. Donoflio is requesting a Family Medical Leave of Absence from May 27, 2015 through June 19, 2015 with the possibility of extending it until the end of the school year, as per attachment Personnel-1.
- Homebound instruction** 2. To approve homebound instruction for the 2014-2015 school year, as per attachment Personnel -2.

3. To approve fieldwork placements for the 2015-2016 school year, as per attachment Personnel -3. **Fieldwork placement for 2015-2016**
4. To correct the salary of Jenny Paulino, ESL Hess School to MA+30, Step 1, with a total annual salary of \$55,550.00 for the 2015-2016 school year. **Corrected salary**
- Ms. Paulino was previously approved at the May 26, 2015 meeting.
5. To approve a New Jersey Family Leave of Absence for Donald Cavileer, full-time Hess School Custodian, for the period May 30, 2015 through July 10, 2015 with a return to work date of July 13, 2015, as per attachment Personnel-5. **NJFLA for Donald Cavileer**

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

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

6. To accept a resignation notice from Sharon Serviss, Hess School Psychologist, effective May 26, 2015 with her last day of employment to be June 30, 2015, as per attachment Personnel-6. **Resignation from Sharon Serviss**

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

**POLICY COMMITTEE – Mrs. Buchanan**

None

**TRANSPORTATION COMMITTEE – Mr. Cassidy**

The following item is presented for informational purposes:

- School Bus  
Emergency  
Evacuation  
Drill Reports**
1. School Bus Emergency Evacuation Drill Reports for the Davies, Hess and Shaner Schools, as per attachment Transportation-1.

**RESOLUTIONS**

None

**SOLICITOR'S REPORT**

None

**UNFINISHED BUSINESS**

Mr. Sacchinelli asked if any more information has been received on having a real estate agent list the Duberson School. Mr. Goldstein noted it would be the decision of the Board to advertise as an RFP or RFQ.

Mr. Ciambone stated that it was discussed at the Facilities Committee meeting that there is the possibility of boarding up the school and then not having to pay for the fire suppression system, electric, etc. This would amount to have savings of approximately \$40,000 per year. He noted another other option is to have a realtor list the property.

There was discussion on whether or not to list the property or have it boarded up.

Mr. Sacchinelli noted that it would be great if the District had the money to renovate the building and utilize it for students with disabilities, as opposed to sending them to other districts, but he noted the costs involved far exceed what the district can afford.

Mr. Aiken asked if the Board wanted to look into having a realtor market the property. Mr. Ciambone suggested waiting until after the next Facilities Committee meeting. He noted it could be discussed at that time and then decided at the next Board meeting how this should be handled.

**NEW BUSINESS**

None

**PUBLIC COMMENTS**

Heather Wolfslayer noted that she has volunteered for the district for the past nine years and she is an advocate for children and teachers. She noted that her daughter has had four basic skills teachers this year and five basic skills math teachers. Mrs. Wolfslayer stated that medical leaves or maternity leaves should not affect the students and she does not think it is fair that a teacher is changed this often. She noted that it is disruptive to the learning experience. Mrs. Wolfslayer would like to see the Board leave at least one certified teacher in these classrooms for the entire year.

Peggy Capone stated that she just learned that the Business Administrator was approved for a 6% pay increase. She noted that two Board members, who are also on the Finance Committee and voted for the 10 cent tax increase, recently noted that there was nothing else to cut. Mrs. Capone asked if these members were aware of such extravagant raises. Mrs. Capone noted that irresponsible spending like this is the reason why there is no money for field trips.

### **EXECUTIVE SESSION**

Motion by Mr. Aiken, seconded by Mr. Ciambone, to enter into executive session.

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Cassidy, Mr. Ciambone, Mrs. Francis, Mr. Hays, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Mr. Aiken.  
(9-0-0)

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:

- Matters rendered confidential in nature:
  1. HIB Report
  2. Personnel Matter

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

Mays Landing, NJ  
June 8, 2015

approximately 15 minutes.

The Board entered into Executive session at 8:22 p.m.

Mr. Ciambrone and Mr. Hays exited during Executive session.

The Board resumed the regular meeting at 9:00 p.m.

**ADJOURN**

Motion by Mr. Sacchinelli, seconded by Mr. Cassidy, to adjourn the meeting.

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

The Hamilton Township Board of Education meeting adjourned at 9:00 p.m.

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Daniel Smith  
Board Secretary