Hamilton Township Public Schools Mays Landing, New Jersey

Agenda for Regular Meeting and Public Hearing on the 2019-2020 Budget

April 29, 2019

Timo	Location: Davies School Library e: 6:00 p.m. (Executive Session) 7:00 p.m. (Regular	Sossion	
1 11116.	e. 0.00 p.m. (Executive Session) 7.00 p.m. (Negular	Dession	
I.	Call to Order – Anne-Marie Fala, Business Adm	inistrator <u>I</u>	Page
II.	Roll Call		
III.	. Executive Session		
	Resolved that pursuant to Sections 7 and 8 of the Meetings Act, the public shall be excluded from the meeting involving discussion of:	-	
	HIBPersonnelResidency		
	Further resolved that the discussion of such su executive session can be disclosed to the public action is taken on such subject matter or at any appropriate time.	when formal	
	Further resolved the Board may take action on in executive session. Further resolved that the executive session for approximately	Board will be in	
	MotionSecondVote	2	
IV.	. Flag Salute		

V. Notice of Advertisement of Meeting

This meeting is being held in compliance with the Sunshine Law, having been advertised in the Press of Atlantic City, the Atlantic County Record, The Current of Mays Landing and notices posted at the Township Clerk's 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.

VI. Moment of silence for private reflection

VII. Approval of Minutes

Action	1.	 arch 16, 2019 (attach	· · · · · · · · · · · · · · · · · · ·	21
Action	2.	 prove the regular ses arch 18, 2019 (attach Second	ment Minutes-2).	23
Action	3.	 prove the regular and te meeting of March 2 Second		27

VIII. Correspondence

	XI.	Receive comments from the public on tonight's agenda items in accordance with the Board's policy on participation at Board meeting	
	X.	Board Member Comments	
	XI.	Superintendent/Staff Reports	
		A. Information Items	
		 Dates to Remember May 20, 2019 - Board of Education Meeting - 6:00 p.m. (Executive Session) 7:00 p.m. (Regular Session) May 27, 2019 - Memorial Day - Schools Closed 	
FYI		B. Registration/Transfer Statistics for the Month of March, 2019 (attachment XI-B).	2
FYI		C. Enrollment for the month of March, 2019 (attachment XI-C) 4	13
FYI		D. Harassment, Intimidation and Bullying Incident Log (attachment XI-D)	4
FYI		E. Student Discipline Reports for the month of March, 2019 (attachment XI-E)	18
FYI		F. Superintendent's/Principal's List for the 2nd Trimester Marking (attachment XI-F)	32
FYI		G. Academic Achievement Lists for the 2nd Trimester – 9 Grades 4 and 5 (attachment XI-G)	4
FYI		H. Presentation:	
		2019-2020 Budget	
		Given by: Anne-Marie Fala, Business Administrator/Board Secretary	
FYI		I. School Spring Concerts:	
		 Shaner School: May 1st, 2nd, and 3rd – Shaner Multipurpose Room at 10:00 a.m. Hess School – May 9th – Hess Auditorium at 7:00 p.m. 	

Davies School – May 16th at 7:00 p.m. – Hess Auditorium

FYI J. Other FYI

It may appear to the public that the Board of Education takes action with very little comment and in many cases a unanimous vote. Before motions are placed on the agenda, the administration thoroughly reviews the information with the Superintendent of Schools. If the Superintendent is satisfied that motions are ready to be presented to the Board of Education, it is then referred to the appropriate Board Committee for discussion. The members of the Board Committees work with the Superintendent to assure that all members are fully briefed on all pertinent details and understand the motions. When the Committees are satisfied with the motions, they are then placed on the agenda for action at a public meeting.

XII. Committees and Recommendations

A. Instruction Committee (Curriculum and Policy): Chairperson: Mrs. Hassa

Action	1. Motion to correct the date of the Comprehensive Equity Plan from the 2019-2020 school year to the 2019-2022 school years.	
	The Comprehensive Equity Plan was previously approved on March 25, 2019.	
	MotionSecondVote	
Action	 Motion to approve Policy and Regulation #5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities on first reading (attachment Instruction-2). Motion Second Vote 	12
Action	3. Motion to approve Abolishment of Regulation #5512 – 11 Harassment, Intimidation, or Bullying Investigation Procedures (attachment Instruction-3).	.5

Second____

 $f Vote f _{f }$

Motion____

Action	4. Motion to approve Policy #5512 – Harassment, 118 Intimidation, and Bullying (HIB) on first reading (attachment Instruction-4).
	MotionSecondVote
Action	5. Motion to approve Policy and Regulation #1613 – 145 Disclosure of Applicant's Employment History on first reading (attachment Instruction-5). MotionSecondVote
Action	6. Motion to approve Policy and Regulation #1642 – 160 Earned Sick Leave Law on first reading (attachment Instruction-6). MotionSecondVote
Action	7. Motion to approve Policy and Regulation #1550 – 177 Equal Employment/Anti-Discrimination Practices on first reading (attachment Instruction-7). MotionSecondVote
Action	8. Motion to approve Policy #2431 – Athletic Competition 184 on first reading (attachment Instruction-8). MotionSecondVote
Action	9. Motion to approve Regulation #2431-2 – Medical Examination Prior to Participation on a School- Sponsored Interscholastic or Intramural Team or Squad on first reading (attachment Instruction-9). MotionSecondVote
Action	10. Motion to approve Policy and Regulation #5350 – Student Suicide Prevention on first reading (attachment Instruction-10). MotionSecondVote
Action	11. Motion to approve Policy #5533 – Student Smoking on 202 first reading (attachment Instruction-11). MotionSecondVote
Action	12. Motion to approve Policy #5535 – Passive Breath Alcohol Sensor Devised on first reading (attachment Instrution-12). MotionSecondVote

Action	13. Motion to approve Policy #8462 – Reporting Potentially Missing or Abused Children on first reading (attachment Instruction-13). MotionSecondVote	7
Action	14. Motion to approve the disposal of the following textbook series that is no longer of use in the district:	
	Title: Geography, The Word and Its People Author: Boehm, Armstrong, Hunkins Publisher: Glencoe McGraw Hill ISBN: 0-07-821540-4 (Student Edition) 07-07-824694-6 (Teacher Edition) Copyright: 2002	
	MotionSecondVote	
Action	15. Motion to approve local and grant funded extracurricular activities and staff stipends for the 2018-2019 school year (attachment Instruction-15). MotionSecondVote	0
Action	16. Motion to approve staff members to participate in Professional Development Workshops in May, 2019 (as indicated on attachment) and to be paid at the rate of \$24.51/hour for certificated staff as indicated in the 2016-2020 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association and paraprofessionals are to be paid the rate of \$15.00/hour. This is funded through local funds and ESSA FY 19 funds (attachment Instruction-16).	1
	MotionSecondVote	
Action	17. Motion to approve staff members to participate in Professional Development Workshops in June, 2019 (as indicated on attachment) and to be paid at the rate of \$24.51/hour for certificated staff as indicated in the 2016-2020 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association and paraprofessionals are to be paid the rate of \$15.00/hour. This is funded through local funds and ESSA FY 19 funds (attachment Instruction-17). MotionSecondVote	2

B. Finance Committee - Chairperson: Mrs. Kupp

Action	1. Motion to approve the Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 for the month of March, 2019. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of March, 2019 (attachment Finance-1). MotionSecondVote	216
Action	2. Motion to approve the Board Secretary's Report for the period ending March 31, 2019. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of March 31, 2019, 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 (attachment Finance-2). MotionSecondVote	231
FYI	3. Interest Income for the month of March, 2019 (attachment Finance-3)	267
FYI	4. Receipts for the month of March, 2019 (attachment Finance-4)	268
FYI	5. Refunds for the month of March, 2019 (attachment Finance-5)	276
FYI	6. Capital Reserve Interest for the month of March, 2019 (attachment Finance-6)	278
FYI	7. Rental Income for the month of March, 2019 (attachment Finance-7)	279
FYI	8. Miscellaneous Revenue for the month of March, 2019 2 (attachment Finance-8)	280

FYI	9.	March, 2 with the	nthly Budget Summary Rep 2019, has been filed by the Hamilton Township Board nent Finance-9).	Board Secretary	281
Action	10.		to approve budget transfer nent Finance-10):	rs as follows	318
		\$2 • As	of March 31, 2019 in the ar 2,519,286.43 of April 29, 2019 in the am 1,893,734.05		
		Motion_	Second	_Vote	
Action	11.	Secretary bills and list, and all purch cover the and serv	to accept the Superintendery's certification that they I purchase orders which an hereby certify to the Boar hase orders are sufficiently to submitted bills, and further the submitted bills.	have reviewed all re listed on the bill od of Education that y encumbered to her that all goods received.	
		Motion_	Second	_Vote	
FYI	12.	and equ	se orders issued for service ipment in the amount of \$1 nent Finance-12)		321
Action	13.		to approve the following bi l amount of \$6,839,799.12 (a -13):		327
		Fund	Title	Amount	
		10	General Fund	\$24,338.00	
		10	General Fund/Payroll	343,606.37	
		11	Current Expense	2,167,843.71	
		11	Current Expense/Payroll		
		20	Special Revenue	125,793.99	
		20	Special Revenue/Payroll	227,081.22	
		30	Building Projects	51,140.40	
		50	Cafeteria	144,412.36	
		50	Kids' Corner	40,384.72	
		50	Community Education	10,498.06	
		50	Camp Blue Star	10,050.33	
		Motion	Second	Voto	

_Second_____Vote____

Motion____

Action	14. Motion to approve staff attendance at seminars, 376 workshops and conferences, including costs related to applicable reimbursable expenses, during the 2018-2019 school year (attachment Finance -14). MotionSecondVote
Action	15. Motion to approve the Preschool Education Expansion 381 Aid (PEEA-New) Transfer Form for School Year 18/19. Transfers are listed on the Transfer Sheet (attachment Finance-15).
	MotionSecondVote
Action	16. Motion to approve the Preschool Expansion Grant (PEG) Transfer Form for School Year 18/19. Transfers are listed on the Transfer Sheet (attachment Finance-16).
	MotionSecondVote
Action	17. Motion to accept the 2019-2020 Preschool Program Plan and Budget as approved by the State of New Jersey (attachment Finance-17).
	MotionSecondVote
Action	18. Motion to approve the revised additional funds FY2019 (School Year 2018-2019) Nonpublic School Security Aid budget and purchase orders (attachment Finance-18). MotionSecondVote
Action	19. Motion to approve a Resolution to terminate all participation under the State Health Benefits Program and School Employees Health Benefits Program effective June 30, 2019 (attachment Finance-19). MotionSecondVote
	MotionSecondvote
Action	20. Motion to approve a contract with Horizon Blue Cross/Blue Shield of New Jersey (Horizon BCBSHJ) as the Districts medical provider with benefit levels (i.e., co-payments, coinsurance, deductibles, plan limits and maximums) that are equal to or better than the School Employees Health Benefits plans offered by the State effective July 1, 2019. Motion Second Vote

Action	21. Motion to approve Resolution #140 to Adopt the 2019- 2020 District Budget (attachment Finance-21). MotionSecondVote
Action	22. Motion to approve a Tuition Contract between the Hamilton Township Board of Education (receiving district) and the Atlantic City Board of Education (sending district), for one foster student for the 2018-2019 school year for the period January 22, 2019 through June 30, 2019 (96 days) for a total cost of \$11,946.00, pro-rated.
	This Contract was previously approved on 2/26/19 with an incorrect grade level.
	MotionVote
Action	23. Motion to approve a Tuition Contract for one student with Pineland Learning Center at a cost of \$297.00/per diem for a total of 56 days, for the period of March 25, 2019 through June 30, 3019, for a total cost of \$16,632.00. MotionSecondVote
	vote
Action	24. Motion to approve a Tuition Contract between the Hamilton Township Board of Education (sending district) and Gloucester County Special Services School District (receiving district), for one foster student for one multiply disabled student for the 2018-2019 school year beginning December 3, 2018 through June 30, 2019, at a cost of \$38,700.00, pro-rated plus an additional non-resident fee of \$3,000 (\$16.66/per diem). MotionSecondVote
Action	25. Motion to approve a one-on-one Aide Agreement between the Hamilton Township Board of Education (sending district) and the Gloucester County Special Services School District (receiving district), for one student for the 2018-2019 school year at a total cost of \$40,760.00, pro-rated (\$226.44/per diem), beginning January 2, 2019 through June 30, 2019. Motion Second Vote

Action	Hamilton Township Board of Education (receiving district) and Berlin Borough Board of Education (sending district) for one homeless student for the 2018-2019 school year for the period September 6, 2018 through March 6, 2019 (112 days) for a total cost of \$7,658.56, pro-rated (\$68.38/per diem). MotionSecondVote
Action	27. Motion to approve two Tuition Contracts between the Hamilton Township Board of Education (receiving district) and the Atlantic City Board of Education (sending district), for two homeless students for the period April 1, 2019 through June 30, 2019 at a rate of \$68.48 per/diem for 51 days for a total cost of \$12,309.00 each, pro-rated. MotionSecondVote
Action	28. Motion to approve a Tuition Contract between the Hamilton Township Board of Education (receiving district) and the Atlantic City Board of Education (sending district), for one homeless student for the period April 11, 2019 through June 30, 2019 at a rate of \$66.37 per/diem for 43 days for a total cost of \$2,853.91, pro-rated. MotionSecondVote
Action	29. Motion to approve a Tuition Contract between the Hamilton Township Board of Education (receiving district) and the Atlantic City Board of Education (sending district), for one homeless student for the period April 11, 2019 through June 30, 2019 at a rate of \$66.38 per/diem for 43 days for a total cost of \$2,940.34, pro-rated. MotionSecondVote
Action	30. Motion to approve a Tuition Contract between the Hamilton Township Board of Education (receiving district) and the Atlantic City Board of Education (sending district), for one educationally challenged student for the period April 11, 2019 through June 30, 2019 at a rate of \$190.42 per/diem for 43 days for a total cost of \$8,188.06, pro-rated. Motion Second Vote

Action	31. Motion to approve a Tuition Contract between the Hamilton Township Board of Education (receiving district) and the Pleasantville Board of Education (sending district), for one homeless student for the period February 5, 2019 through June 30, 2019 at a rate of \$66.37 per/diem for 86 days for a total cost of \$5,707.82, pro-rated. MotionSecondVote
Action	32. Motion to approve a Tuition Contract between the Hamilton Township Board of Education (receiving district) and the Magnolia Board of Education (sending district), for one foster student for the period March 14, 2019 through June 30, 2019 at a rate of \$57.86 per/diem for 63 days for a total cost of \$3,645.18, pro-rated. MotionSecondVote
Action	33. Motion to approve a Tuition Contract between the Hamilton Township Board of Education (receiving district) and the Magnolia Board of Education (sending district), for one foster student for the period March 14, 2019 through June 30, 2019 at a rate of \$68.38 per/diem for 63 days for a total cost of \$4,307.94, pro-rated. MotionSecondVote
Action	34. Motion to approve a Tuition Contract between the Hamilton Township Board of Education (sending district) and the Millville Board of Education (receiving district), for one homeless student for the period September 28, 2018 through June 30, 2019 at a rate of \$68.38 per/diem for 164 days for a total cost of \$11,214.32, pro-rated. MotionSecondVote
Action	35. Motion to approve a Tuition Contract between the Hamilton Township Board of Education (sending district) and the Buena Board of Education (receiving district), for one homeless student for the period October 1, 2018 through June 30, 2019 at a rate of \$57.86 per/diem for 163 days for a total cost of \$9,431.18 pro-rated. Motion Second Vote

Action	Transfer of Interest from the Capital Projects Fund to				
	the General Fund (attachment Finance-36).				
	${\bf Motion} \underline{\hspace{1cm}} {\bf Second} \underline{\hspace{1cm}} {\bf Vote} \underline{\hspace{1cm}}$				
Action	37. Motion to approve a Project Labor Agreement 39				
	between the Hamilton Township Board of Education				
	and Project Management Firms for the completion of certain construction projects for the Board of				
	Education (attachment Finance-37).				
	MotionSecondVote				
Action	38. Motion to approve Resolution #142 to award the 43				
11001011	project bid for the Mercury Catalyzed Polyurethane				
	Gym Flooring Abatement for the William Davies				
	Middle School and George L. Hess Educational				
	Complex to Plymouth Companies, as the lowest				
	responsible bidder in the total bid amount of \$227,000				
	(attachment Finance-38).				
	${\bf Motion} \underline{\hspace{1cm}} {\bf Second} \underline{\hspace{1cm}} {\bf Vote} \underline{\hspace{1cm}}$				
Action	39. Motion to approve bid award for District Security 43				
	System Access Control to Sonitrol through Hunderdon				
	ESC CO-Op Pricing #HCESC-Tech 17-01, in the total				
	amount of \$862,517.92. (Joseph C. Shaner School				
	\$210,061.29, George L. Hess Educational Complex				
	\$342,013.63, William Davie Middle School, \$310,443.00)				
	(attachment Finance-39).				
	Motion Second Vote				

Action		40.	ECM#6 Solar PPA to HESP Solar, as per attached recommendation and Proposal (attachment Finance-40):			475
			Year 1 Price per	kWh	\$.0069	
			Annual Escalation	on	1.9%	
			Length of PPA		15 Years	
			End of PPA removal of Asset \$0			
		Year 1 savings Estimations				
			Annual Product	ion	476,148kWh	
			Annual Savings		\$45,710.00	
			Motion	_Second	Vote	
Action		41. Motion to approve award for District ESIP – Boilers, (ECM#05), CHP(ESM#07), Cooling Towers (ECM #08), and Destratification Fans(ECM#14), to Kisby-Lees Mechanical LLC, managed and paid for by DCO, as per attached recommendation and Proposal in the total bid amount of \$1,676,580 (attachment Finance-41). MotionSecondVote				480
	C.	Chai All p	ninistration Comm irperson: Mr. Ha	nittee (Pers ye are being t	sonnel and Discipline):	n
Action		1.	2019 school year	(attachme	substitutes for the 2018- nt Administration-1). Vote	484
Action		2.	2018-2019 school	year (atta	und instruction for the chment Administration-2)Vote	485
Action		3.	2020 school year	(attachme	rk placements for the 2019- nt Administration -3). Vote	492

Action	4.	Motion to ap	prove the following	ng unpaid leaves of	
		 Kathle 26th, A 17th, 2 Barbar Parapr 	April 2nd, April 12t 2019 ra Johnston, Hess rofessional – Marc	nvies Teacher – March h (1/2 day) and April part-time h 25th, March 28th and	
		Bryn S		ool Psychologist – June	
	 14th and 17th, 2019 Madeline Payne, Shaner Teacher – April 2nd (1/2 day) and April 8-9, 2019 Heather Jenigen, part-time Shaner School 				
		• Ericka	rofessional – April 1 Dabney – part-tin sional, March 27-29	ne Shaner School Para-	
		Parapa 18, 201 • Dushy	9, April 24-26, 2019 anthiny Kirithara	17th (1/2 day) and April	
		2019	Second_	,	
Action	5.			as the 2018-2019 Senior ction at the rate of	
Action	6.	Motion to accept a retirement notice from Meg Castellano, Shaner School teacher received March 29, 2019 with her last day of employment to be June 30, 2019 (attachment Administration-6). MotionSecondVote		493	
Action	7.	Motion to accept a retirement notice from Donna Giardina, Hess School Food Service worker effective April 1, 2019 (attachment Administration-6). MotionSecondVote		494	
Action	8.	Daniels, Day with his last (attachment	vies School teacher day of employmer Administration-7)		495
		Motion	Second	Vote	

Action	9. Motion to accept a retirement notice Milone, Shaner School teacher dated with her last day of employment to b (attachment Administration-9). MotionSecondV	April 12, 2019 e June 30, 2019
Action	10. Motion to approve the revised start of 2019 for Iliese Wagner, Hess School t 2018-2019 school year.	
	Was previously approved on March 2	5, 2019.
	MotionSecondV	ote
Action	11. Motion to approve a Medical Leave of Traci Brittain, full-time Shaner Scho Paraprofessional. Ms. Brittain is required Family Medical Leave of Absence from through April 15, 2019 and will use he three sick days from April 16, 2019 the 2019 with a return to work date of Application (attachment Administration-11).	ol uesting to use m April 11, 2019 er remaining rough April 18,
	MotionSecondV	ote
Action	12. Motion to accept a resignation notice Bruner, part-time Hess School teacher 2019 with her last day of employment 2019 (attachment Administration-12) MotionSecondV	er dated April 4, t to be June 30,
Action	13. Motion to accept a resignation notice Bordonaro, Attendance Officer dated with his last day of employment to be (attachment Administration-13).	April 5, 2019 e May 2, 2019
	MotionSecondV	ote
Action	14. Motion to approve the following Kid' the 2018-2019 school year at the rate	
	• Jacqueline Burke	
	Motion Second V	ote

Action	15.	Motion to ap	Motion to approve a building transfer for Andrew			
		Castellano, Paraprofessional, from Hess School to				
		Davies Scho	ol.			
		Motion	Second	Vote		
Action	16. Motion to approve an intermittent Family Medical Leave of Absence for Kelly Petrucci, Shaner School teacher for the 2018-2019 school year beginning April 17, 2019 (attachment Administration-16).					
	Action	17.	month, 29 ho for the period Paraprofess salary of \$17 Administrat	ours/week Hess Schod May 7, 2019 thro ional Guide, Step 1 ,620.00, pro-rated ion-17).	lez as a part-time, 10 hool Paraprofessional ough June 30, 2019, 1, with a total annual (attachment Vote	501
Action	18.	Motion to approve Abigail Montemurro as a part-time, 10 month, 29 hours/week Shaner School Paraprofessional for the period May 6, 2019 through June 30, 2019, Paraprofessional Guide, Step 1, with a total annual salary of \$17,620.00, pro-rated (attachment Administration-18). MotionSecondVote			502	
Action	19.	12 month Pe	rsonnel Specialist	nughnessy as a full-time, for the 2018-2019 school of \$42,000.00, pro-rated 9).	503	
		Mrs. Shaughnessy is a replacement for Elen Manalang.				
		Motion	Second	Vote		

Action

- 20. Motion to approve the following STEAM/ART Show staff for the 2018-2019 school year at the rate of \$25.31/hour:
 - Carla Burke
 - Mike Draper
 - Jennifer Einwechter
 - Gail Elliott
 - Mike Guedes
 - Rachel Husta
 - Sarah Platt

Motion	$oxed{ ext{Second}}$	Vote

D. Operations Committee (Facilities and Transportation): Chairperson: Mr. Ciambrone

Action

- 1. Motion to approve club/activity trips for the 2018-2019 504 school year (attachment Operations-1).

 Motion_____Second_____Vote____
- XIII. Resolutions
- XIV. Solicitor's Report
- XV. Unfinished Business
- XVI. New Business (consideration of additional items that may be properly presented to the Board of Education at this time)
- XVII. Receive comments from the public in accordance with the Board's policy on participation at Board meeting
- XVIII. Adjournment