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**Hamilton Township**

**Board of Education**



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**Agenda for  
Regular Meeting**

**November 28, 2016**

**Visit our District Website to receive Agenda e-mails at:**

<https://goo.gl/OuUCky>

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**HAMILTON TOWNSHIP SCHOOL DISTRICT  
DISTRICT GOALS  
2016-2017**

**1. “Student Growth”**

Using all Available district resources and data points, each child will demonstrate measureable growth for the 2016-2017 school year.

**2. “Safety and Security”**

- A. Continue to improve the safety and security of all students and staff.
- B. Implement a research based mental health initiative district-wide.

**3. “Communication and Community”**

- A. Establish effective models of communication between staff, parents/guardians, community and administration.
  - B. Engage in a Strategic Planning initiative.
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**Hamilton Township Public Schools  
Mays Landing, New Jersey**

**Agenda for Regular Meeting  
November 28, 2016**

**Location: Davies School Library  
7:00 p.m.**

- |   |                    |
|---|--------------------|
| <b>I. Call to Order – Anne-Marie Fala, Business Administrator</b> | <b><u>Page</u></b> |
| <b>II. Roll Call</b>  |                    |
| <b>III. Flag Salute</b>   |                    |
| <b>IV. Notice of Advertisement of Meeting</b>                     |                    |

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**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 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.**

- V. Moment of silence for private reflection**

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**VI. Approval of Minutes**

- Action**            1. **Motion to approve the regular and executive session minutes of the meeting of November 14, 2016 (attachment Minutes-1).**  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**VII. Correspondence**

- XIII. Receive comments from the public on tonight's agenda items in accordance with the Board's policy on participation at Board meeting**

**XI. Board Member Comments**

**X. Superintendent/Staff Reports**

**A. Information Items**

**1. Dates to Remember**

- **December 7, 2016 – Personnel Committee Meeting - 4:30 p.m. – Board Office**
- **December 12, 2016 – Curriculum Committee Meeting – 5:00 p.m. – Davies School**
- **December 12, 2016 – Board of Education Meeting – Davies School – 6:00 p.m. (Executive Session) – 7:00 p.m. (Public Session)**
- **December 13, 2016 – Facilities Committee Meeting – 4:30 p.m. – Board Office**
- **December 23, 2016 – January 2, 2017 – Winter Break – Schools Closed**
- **January 9, 2017 –Re-Organization Meeting – Davies School - 6:00 p.m. (Executive Session) – 7:00 p.m. (Public Session)**
- **January 16, 2017 – Schools Closed Martin Luther King Day**

- FYI**            **B. Superintendent's/Principal's List for the 1<sup>st</sup> Marking Period (attachment X-B)**

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**FYI**                    **C.    *Presentation: Mental Health Initiative***

*Given by:*  
**Marylynn Stecher, Supervisor of Child Study Team and  
Special Education and  
Jeff Wellington, Mental Health Crisis Counselor**

**FYI**                    **D.    *Holiday Concerts:***

- **Davies School – December 7, 2016 – 7:00 p.m. – Hess School Auditorium**
- **Hess School – December 8, 2016 – 7:00 p.m. – Hess School Auditorium**
- **Hess Concert Band will be performing at the Hamilton Mall on December 9, 2016 at 7:00 p.m.**
- **Hamilton Township Community Band will be performing at the Hamilton Mall on December 12, 2016 at 7:00 p.m.**

**FYI**                    **E.    *Strategic Planning:***

- **Wednesday, January 18, 2017**
- **Monday, February 6, 2017**
- **Tuesday, March 14, 2017**

**All meetings will take place at 6:00 p.m. in the Davies School Cafeteria.**

**FYI**                    **F.    *Other***

**XI.    *Committees and Recommendations***

- A.    *Facilities Committee - Mr. Ciambrone***
- B.    *Curriculum Committee - Mrs. Melton***
- C.    *Finance Committee - Mr. Haye***

Action

1. Motion 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.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

FYI

2. Purchase orders issued for services, supplies and equipment in the amount of \$197,597.08 (attachment Finance-2) 32

Action

3. Motion to approve the following bills and payroll in the total amount of \$1,038,625.64 (attachment Finance-3):

| <u>Fund</u> | <u>Title</u>        | <u>Amount</u> | 34 |
|-------------|---------------------|---------------|----|
| 10          | General Fund        | \$872.00      |    |
| 11          | Current Expense     | 841,374.74    |    |
| 20          | Special Revenue     | 4,508.14      |    |
| 50          | Cafeteria           | 149,946.77    |    |
| 50          | Kids' Corner        | 22,028.42     |    |
| 50          | Community Education | 4,471.96      |    |
| 50          | Camp Blue Star      | 15,423.61     |    |

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Action

4. Motion to approve staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2016-2017 school year (attachment Finance-4). 52

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Action

5. Motion to approve a Jointure Contract between the Hamilton Township Board of Education and Atlantic County Special Services School District (ACSSSD) for the transportation for non-public students for the 2016-2017 school year at an annual cost of \$15,028.00 as follows:

| <u>Route</u> | <u>Destination</u> | <u># of Students</u> | <u>Cost</u> |
|--------------|--------------------|----------------------|-------------|
| 294          | Pilgrim Academy    | 16                   | \$14,144.00 |
| 299          | Pilgrim Academy    | 1                    | 884.00      |

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**Action**                      6. **Motion to approve a tuition contract between the Hamilton Township Board of Education (sending district) and the Egg Harbor Township Board of Education (receiving district) for a DCP&P placement for the 2016-2017 school year at a rate of \$77.70/per diem for a total of 37 days at a total cost of \$2,874.90.**  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**Action**                      7. **Motion to approve a tuition contract between the Hamilton Township Board (sending district) and the Egg Harbor Township Board of Education (receiving district) for a DCP&P placement for the 2016-2017 school year at a rate of \$77.82/per diem for a total of 37 days at a total cost of \$2,879.34.**  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**Action**                      8. **Motion to accept a bookcase donation from Stephen Santilli to the Davies School.**  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**D. Personnel/Negotiations Committee – Mrs. Kupp**  
**All personnel actions are being taken by the recommendation of the Superintendent.**

**Action**                      1. **Motion to approve homebound instruction for the 2016-2017 school year (attachment Personnel-1).**                      53  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**Action**                      2. **Motion to approve an unpaid, intermittent Federal Family Medical Leave of Absence for Lisa King, part-time Hess School Paraprofessional for the 2016-2017 school year beginning on November 8, 2016.**  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**Action**                      3. **Motion to accept a resignation notice from Taylor Mondorff, Davies School Paraprofessional effective November 16, 2016 with her last day of employment to be December 16, 2016 (attachment Personnel-3).**                      56  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Action

4. Motion to change the last date of employment for the following individuals:

- Alison Williams – Part-time Paraprofessional to November 18, 2016
- Kevin Morrison – Davies School Vice Principal to November 23, 2016
- Brian Hackney, Hess School Teacher to December 1, 2016

Their resignations were previously approved – the last date of employment has changed.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Action

5. Motion to change the start date for Terence Somerville, Davies School Vice Principal from January 17, 2017 to January 3, 2017.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Action

6. Motion to approve an unpaid NJ Family Leave of Absence for Alba McKenna, Shaner School Custodian from January 3, 2017 through March 29, 2017 (attachment Personnel-6).

57

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Action

7. Motion to approve an unpaid Leave of Absence for Robin Ripa, Davies School secretary for the period December 8, 2016 through December 15, 2016.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Action

8. Motion to approve an unpaid Federal Family Leave of Absence for Dawn Smith, Davies School teacher for the 2016-2017 school year with a start date to be determined (attachment Personnel-8).

58

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Action

9. Motion to accept a resignation notice from Wendy Annitti, Shaner School Paraprofessional, effective November 21, 2016 with her last day of employment to be December 22, 2016 (attachment Personnel-9).

59

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_



**Action**                      10. **Motion to approve Stockton University fieldwork placements for the Spring, 2017 Semester (attachment Personnel-10).**                      **60**  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**Action**                      11. **Motion to approve Kelly Flynn as a full-time, 10 month Hess School teacher for the period December 2, 2016 through June 30, 2017, B.A., Step 1, with a total annual salary of \$50,050.00, pro-rated (attachment Personnel-11).**                      **62**

Ms. Flynn is a replacement for Brian Hackney.

Salary subject to change at the completion of the H.T.E.A. contract negotiations.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**Action**                      12. **Motion to approve Tracy Hender as a full-time, 10 month Davies School teacher for the period December 14, 2016 through June 30, 2017, B.A., Step 1, with a total annual salary of \$50,050.00, pro-rated (attachment Personnel-12).**                      **65**

Ms. Hender is a replacement for Lea Pickering.

Salary subject to change at the completion of the H.T.E.A. contract negotiations.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**Action**                      13. **Motion to approve Amy Bowen as a substitute Paraprofessional for the 2016-2017 school year at the rate of \$67.50/day.**  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**Action**                      14. **Motion to approve a Maternity Leave of Absence for Lauren Baglivo, Davies School teacher. Ms. Baglivo is requesting to use 12 sick days for the period January 17, 2017 through February 1, 2017, Federal Family Leave of Absence for the period February 2, 2017 through March 17, 2017 and New Jersey Family Leave for the period March 20, 2017 with a return to work date of September 1, 2017 (attachment Personnel-14).**                      **68**  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**E. Policy Committee - Mrs. Buchanan**

- |               |  |           |
|---------------|--|-----------|
| <b>Action</b> | 1. <b>Motion to approve Policy #2415.30 – Title I – Educational Stability for Children in Foster Care on first reading (attachment Policy-1).</b><br>Motion_____Second_____Vote_____ | <b>69</b> |
| <b>Action</b> | 2. <b>Motion to approve Policy #3216 – Dress and Grooming on first reading (attachment Policy-2).</b><br>Motion_____Second_____Vote_____   | <b>74</b> |

**F. Transportation Committee - Mr. Higbee**

- |               |   |           |
|---------------|---|-----------|
| <b>FYI</b>    | 1. <b>School Bus Emergency Evacuation Drill Reports for the Davies, Hess and Shaner Schools (attachment Transportation-1).</b>                  | <b>76</b> |
| <b>Action</b> | 2. <b>Motion to approve club/activity trips for the 2016-2017 school year (attachment Transportation-2).</b><br>Motion_____Second_____Vote_____ | <b>79</b> |

**XII. Resolutions**

**XIII. Solicitor's Report**

**XIV. Unfinished Business**

- |            |   |           |
|------------|---|-----------|
| <b>FYI</b> | 1. <b>Discussion of 2017-2018 Board Meeting Calendar and Board Committee format (attachment XIV-1).</b> | <b>95</b> |
|------------|---|-----------|

**XV. New Business (consideration of additional items that may be properly presented to the Board of Education at this time)**

**XVI. Receive comments from the public in accordance with the Board's policy on participation at Board meeting**

**XVII. Adjournment**

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF EDUCATION  
HELD ON NOVEMBER 14, 2016**

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 6:00 p.m. in the Michael H. Duberson Memorial Library at the Davies Middle School by Eric Aiken, Board President. **Call To Order**

**ROLL CALL**

The following members answered roll call: Mrs. Stephanie Buchanan, Mr. Greg Ciambrone, Ms. Margaret Erickson, Mrs. Amy Hassa, Mr. Derek Hays (arrived at 6:57 p.m.), Mr. James Higbee, Mrs. Barbara Kupp, Mr. Kim Melton, and Mr. Eric Aiken. **Roll Call**

Absent: None

Also present were: Mr. Frank Vogel, School Superintendent  
Mrs. Anne-Marie Fala, School Business Administrator  
Mr. Eric Goldstein, Solicitor

**EXECUTIVE SESSION**

Motion by Mr. Aiken, seconded by Mrs. Buchanan, 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:

- Negotiations
- HIB

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 60 minutes.

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

The Board entered into Executive session at 6:00 p.m.

Mr. Ciambrone and Mr. Higbee left the meeting at 6:19 p.m. during negotiations.

Mr. Ciambrone, Mr. Higbee, and Mr. Hays joined the meeting at 6:57 p.m. after negotiations.

The Board resumed the Regular meeting at 7:08 p.m.

**Pledge of Allegiance** Mr. Aiken led the Pledge of Allegiance.

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 video-tape this meeting.

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.

Moment of silence for private reflection.

### **APPROVAL OF MINUTES**

Motion by Mr. Aiken, seconded by Mrs. Buchanan, to approve the minutes of the regular and executive session minutes of the meeting of October 24, 2016, as per attachment Minutes-1.

Voice Vote: Eight in favor. Abstained: Mr. Higbee

### **CORRESPONDENCE**

Mr. Aiken read a thank you note from the Lady Dragon Field Hockey Team for the support of the school district.

### **PUBLIC COMMENTS**

None

### **BOARD MEMBER COMMENTS**

Ms. Erickson attended the Mental Health Workshop recently and felt that it was a great program. She feels it will benefit the teachers of the district, as well as members of the community. It was a very interactive and informative session. She also mentioned the SAMI Symposium which will be held at Absegami on Thursday, November 17.

Mrs. Hassa recognized the hard work done by the PTA to organize the first Trunk or Treat event for Halloween. She thanked the entire community and all of the organizations who supported this event.

Mrs. Hassa noted that American Education Week will begin on November 14. There will be numerous events during the week. She noted the hard work done by Mrs. Bucknam in organizing the Resource Fair to be held on November 26. Mrs. Hassa also stated that she attended the NJSBA Workshop in Atlantic City and felt this was very informative.

Mr. Aiken invited the Board to attend the Atlantic County Meet Up on December 6 at Atlantic City Country Club. He also asked if anyone is interested in attending the ACCASBO State of the JIF Dinner on November 30, they should contact the Board office to RSVP.

Mr. Aiken congratulated Greg Ciambone and Kim Melton on their reelection to the School Board.

### **SUPERINTENDENT/STAFF REPORTS**

Mr. Vogel talked about Coffee with Administrators. He said that there have been some great ideas during these sessions. It is an opportunity for the staff to express concerns they might have.

Mr. Vogel also noted the Mental Health First Aid Class being given to the staff and students of William Davies on December 11. The staff will be working with the Spread the Love Foundation.

Mr. Vogel also noted the dates for Strategic Planning and welcomed everyone to attend to share their thoughts about the district.

#### **(A) Information Items**

1. Dates to Remember
  - a. November 24-25, 2016 – Thanksgiving – Schools Closed
  - b. November 28, 2016 – Board of Education Meeting – Davies School – 6:00 p.m. (Executive Session) – 7:00 p.m. (Public Session)
  - c. December 12, 2016 – Board of Education Meeting – Davies School – 6:00 p.m. (Executive Session) – 7:00 p.m. (Public Session)
  - d. December 23, 2016 – January 2, 2017 – Winter Break – Schools Closed

- (B) Registration/Transfer Statistics for the Month of October, 2016, as per attachment XI-B.
- (C) Enrollment for the month of October, 2016, as per attachment XI-C.
- (D) Harassment, Intimidation and Bullying Incident Log, as per attachment XI-D.
- (E) Discipline Reports for the month of October, 2016, as per attachment XI-E.
- (F) Holiday Concerts:
  - Davies School – December 7, 2016 – 7:00 p.m. – Hess School Auditorium
  - Hess School – December 8, 2016 – 7:00 p.m. – Hess School Auditorium
- (G) Other
  - Hamilton Township School District Resource Fair, as per attachment XI-G.

**XII. Committees and Recommendations**

**FACILITIES COMMITTEE - Mr. Ciambrone**

None

**CURRICULUM COMMITTEE – Mrs. Melton**

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

1. To approve local and grant funded extra-curricular activities and staff stipends for the 2016-2017 school year, as per attachment Curriculum-1.
2. To approve an application to the County Office to request the following changes to Special Education Programs for the 2016-2017 school year as follows, as per attachment Curriculum-2:
  - Establish – Multiple Disabilities
  - Eliminate – Autism

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

**FINANCE COMMITTEE – Mr. Haye**

Motion by Mr. Haye, seconded by Mrs. Buchanan, to approve the following motions, as presented:

1. To approve budget transfers in the amount of \$52,500.00, as per attachment Finance-1.
2. 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. Ciambone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

The following item has been presented as an information item:

3. Purchase orders issued for services, supplies and equipment in the amount of \$930,041.00, as per attachment Finance-3.

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

4. To approve the following bills and payroll in the total amount of \$3,194,095.11, as per attachment Finance-4:

| <u>Fund</u> | <u>Title</u>            | <u>Amount</u> |
|-------------|-------------------------|---------------|
| 10          | General Fund            | \$872.00      |
| 10          | General Fund/Payroll    | 205,350.62    |
| 11          | Current Expense         | 749,948.78    |
| 11          | Current Expense/Payroll | 2,119,560.60  |
| 20          | Special Revenue         | 31,500.80     |
| 20          | Special Revenue/Payroll | 86,862.31     |

5. To approve staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2016-2017 school year, as per attachment Finance-5.
6. To approve an Itinerant/Shared Services Agreement between the Hamilton Township Board of Education and the Atlantic County Special Services School District (ACSSSD) for the 2016-2017 school year, as per attachment Finance-6.
7. To appoint Anne-Marie Fala as the Hamilton Township School District's Qualified purchasing Agent pursuant to N.J.A.C., 5:34-51 and Mrs. Fala shall be considered a qualified purchasing agent pursuant to N.J.S.A. 40A:11-9.b to exercise the supplemental authority as set forth in N.J.S.A. 40A:11-3 and 40A:11-4.3 or N.J.S.A. 18A:18A-3 and 18A:18A-4.3 upon meeting the criteria relevant to the individual as set forth in N.J.S.A. 40A:11-9.
8. To approve a Tuition Contract between the Hamilton Township Board of Education (sending district) and the Buena Regional Board of Education (receiving district), for one homeless student for the 2016-2017 school year at a total cost of \$71.53/per diem for 89 days, for a total cost of \$6,366.17.
9. To approve a Tuition Contract between the Hamilton Township Board of Education (sending district) and the Gloucester County Special Services Board of Education (receiving district), for one student, for the period September 8, 2016 through June 30, 2017, at a rate of \$256.00 per diem for 180 days, for a total amount of \$46,080.00.

Roll Call Vote: Eight in favor #4: Mrs. Buchanan, Mr. Ciambone, Ms. Erickson, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. Abstained: Mrs. Hassa. (8-0-1)



All in favor #5 through #9: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

Motion by Mr. Haye, seconded by Mrs. Buchanan, to approve the following motions, as presented:

10. To approve a Contract between the Hamilton Township Board of Education (sending district) and the Gloucester County Special Services Board of Education (receiving district) for a one-on-one aide for one student beginning September 8, 2016 for 180 days, at a rate of \$204.00 per diem, for a total amount of \$36,720.00.
11. To approve a one-on-one Aide Agreement between the Hamilton Township Board of Education (sending district) and the Cape May County Special Services School District (receiving district), for a full-time personal aide for one student, for the period July 1, 2016 through June 30, 2017 for a total of \$18,500.00.
12. To approve a Tuition Contract between the Hamilton Township Board of Education (sending district) and the Cape May County Special Services School District Board of Education (receiving district) for one (1) student for the 2016-2017 school year at a total cost of \$37,950.00, plus an additional \$11,000.00 non-resident fee.

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

**PERSONNEL/NEGOTIATIONS COMMITTEE - Mrs. Kupp**

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

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

- 1.. To approve district substitutes for the 2016-2017 school year, as per attachment Personnel-1.
2. To approve homebound instruction for the 2016-2017 school year, as per attachment Personnel-2.
3. To approve a field placement for a Stockton student to complete a clinical externship practicum in speech for the period January 17, 2017 through April 28, 2017 on a part-time basis, as per attachment Personnel-3.
4. To accept a resignation notice from Alison Williams, Hess School Paraprofessional effective October 26, 2016 with her last day of employment to be November 25, 2016, as per attachment Personnel-4.
5. To approve a maternity leave of absence for Kelly King, Hess School teacher. Mrs. King is requesting to use sick time from January 17, 2017 through January 30, 2017, a Federal Family Medical Leave of Absence from January 31, 2017 through March 23, 2017, and a NJ Family Leave of Absence from March 24, 2017 through May 5, 2017, with a return to work date of May 8, 2017, as per attachment Personnel-5.
6. To accept a resignation notice from Brian Hackney, Hess School teacher effective October 20, 2016 with his last day of employment to be December 22, 2016, as per attachment Personnel-6.

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

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

7. To approve Terence Somerville as a full-time, 12 month, Davies School Vice Principal for the period January 17, 2017 through June 30, 2017, Administrator Guide B, Step 1, with a total annual salary of \$83,500.00, pro-rated, as per attachment Personnel-7.

Mr. Somerville is a replacement for Kevin Morrison.

Salary subject to change at the completion of the H.T.A.A. contract negotiations.

Roll Call Vote: Seven in favor: Mrs. Buchanan, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. Abstained: Mr. Ciambrone and Mr. Higbee. (7-0-2)

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

8. To approve Robin Ripa as a full-time, temporary Administrative Secretary for the period November 16, 2016 through June 30, 2017, Admin. Secretary Guide, Step 1, with a total annual salary of \$29,941.00, pro-rated, as per attachment Personnel-8.

Ms. Ripa is a replacement for Kristina Morey who will be on a maternity leave of absence.

Salary subject to change at the

completion of the H.T.E.A. negotiations.

9. To approve Robin Ripa as a full-time, temporary Administrative Secretary for the period July 1, 2017 through August 31, 2017, Admin. Secretary Guide, Step 1, with a total annual salary of \$29,941.00, pro-rated.

Ms. Ripa is a replacement for Kristina Morey who will be on a maternity leave of absence.

Salary subject to change at the completion of the H.T.E.A. negotiations.

10. To approve Position Control #24.01.01-BDI, part-time Paraprofessional position which will transfer to Hess.

11. To approve Lashel Blunt as a part-time, 10 month, 29 hours/week, Hess School Paraprofessional for the period November 16, 2016 through June 30, 2017, Paraprofessional Guide, Step 1, with a total annual salary of \$15,979.00, pro-rated, as per attachment Personnel-11.

Ms. Blunt is a replacement for Jaclyn Smit.

Salary subject to change at the completion of the H.T.E.A. negotiations.

12. To approve the following Kid's Corner staff for the 2016-2017 school year at the rate of \$11.00/hour:

- Lisa Leary
- Gina DeBerardinis

13. To approve Brynn Sissman as a full-time, 10 month Hess School Psychologist for the period November 16, 2016 through

June 30, 2017, MA+30, Step 5, with a total annual salary of \$56,439.00, prorated, as per attachment Personnel-13.

Salary subject to change at the completion of the H.T.E.A. negotiations.

14. To approve an unpaid leave of absence for Eileen O'Sullivan, Hess School Paraprofessional for the period November 26, 2016 through December 3, 2016, as per attachment Personnel-14.
15. To approve an unpaid leave of absence for Wendi Annitti, Shaner School Paraprofessional on October 26, 2016, as per attachment Personnel-15.

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

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

16. To accept a resignation notice from Michele Sutley, Davies School teacher effective October 24, 2016 with her last day of employment to be December 22, 2016, as per attachment Personnel 16.
17. To approve a Long Term Substitute Rate in the amount of \$150.00/day.
18. To approve an unpaid leave of absence for Lynn Sooy, Shaner School teacher for the period April 19, 2017 through April 25, 2017.
19. To approve the start date of October 31, 2016 for Kaylie Savannah, Shaner School Paraprofessional. Miss Savannah was approved on October 11, 2016.
20. To approve Nissi Peram as a part-time,

10 month, 29 hours/week, Hess School Paraprofessional for the period November 16, 2016 through June 30, 2016, Paraprofessional Guide, Step 1, with a total annual salary of \$15,979.00, as per attachment Personnel-20.

Ms. Peram is a replacement for Alison Williams.

Salary subject to change at the completion of the H.T.E.A. contract negotiations.

Roll Call Vote: All in favor #16, #18, #19 and #20: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

Eight in favor #17: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp and Mrs. Melton. Abstained: Mr. Aiken. (8-0-1)

**POLICY COMMITTEE – Mrs. Buchanan**

None

**TRANSPORTATION COMMITTEE – Mr. Higbee**

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

1. To approve club/activity trips for the 2015-2016 school year, as per attachment Transportation-1.

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

**RESOLUTIONS**

None

**SOLICITOR'S REPORT**

22

Mays Landing, NJ  
November 14, 2016

None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

Mr. Aiken noted that he would like to discuss changes to the Committee structure for the new year. He would also like to discuss the possibility of holding one Board meeting per month.

Mr. Vogel commented on the three committee structure which can be discussed for the new year.

**PUBLIC COMMENTS**

**ADJOURNMENT**

Motion by Mr. Aiken , seconded by Ms. Erickson to adjourn the meeting.

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

The Hamilton Township Board of Education meeting adjourned at 8:35 p.m.

\_\_\_\_\_  
Anne-Marie Fala  
Business Administrator/Board Secretary

Hamilton Township  
School District

Superintendent's List  
and  
Principal's List

1<sup>st</sup> Marking Period  
2016-2017



Superintendent's List  
Grade 6  
2016-2017

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|                          |                            |
|--------------------------|----------------------------|
| Tyler Ali                | Michael McGrath            |
| Carly Angelo             | Brooke Meisenhelter        |
| NaaKwama Ankrah          | Jacob Merlino              |
| Sophia Asselta           | Adriell Montalvo-Narvaez   |
| Sirin Baniya             | Juliana Moss               |
| Christine Bentley        | Molly Mulligan             |
| Elizabet Bogomolova      | Madaline Muuo              |
| Angelica Camille Bonilla | James Nilsen               |
| Heidi Booth              | Charlie Peter Odhiambo     |
| Abrielle Bouchacourt     | Marcial Orellana Rodriguez |
| Ava Broadbent            | Edward Ottepa              |
| Tia Bryan                | Ashley Paladines           |
| Catherine Capone         | DeJuan Palmer              |
| Dylan Chan               | Rishil Patel               |
| Pharah Clark             | Madison Pell               |
| Noah Cressman            | Briana Perez Solana        |
| Ariella Curtidor         | Benjamin Pham              |
| Breanna DiCola           | Sahmaya Pitts              |
| Lillian Dirkes           | Francesca Pollara-Parsons  |
| Sebastian Duran          | Joseph Ponzetti            |
| Kieralyn Edmunds         | Derick Reynosa             |
| Alex Elrasoul            | Jonathan Rivera            |
| Michelle Esochaghi       | Tyler Rosado               |
| Diego Estrada            | Stephanie Ruales           |
| Angela Fisher            | Jordanlyn Rubino           |
| Brian Flynn              | David Sampedro             |
| Nicholas Foell           | Zachary Sandman            |
| Kaory Fuentes Calle      | Katheryn Scheeler          |
| Gwenevere Gatto          | Cheyenne Schwenker         |
| Hailey Giordano          | Julia Shulby               |
| Mia Gonzalez-Barahona    | Adam Smith                 |
| Lucas Grdic              | Surgoe Soliman             |
| Samantha Hassa           | Mary Statile               |
| Michaela Hearn           | Savannah Thompson          |
| Isabella Hedrich         | Ranyah Torres              |
| Kiley Hernon             | Tiffany Tran               |
| Tiffany Higginbotham     | Yomarielis Valentin        |
| Aidan Hipple             | Elizabeth Vaughan          |
| Rosalie Jogno            | Patricia Vaughan           |
| Hailey Johnson           | Madison Ventura            |
| Samantha Ky              | Ella Marie Wardell         |
| First Name Last Name     | Sicity Webb                |
| Frank Limato             | Carys White                |
| Samantha Mayer           | Arianna Young              |
| Kate McAvaddy            | Holly Zajack               |

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Superintendent's List  
Grade 7  
2016-2017

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|                       |                     |
|-----------------------|---------------------|
| Justine Angela Alumia | Nicolas Luciano     |
| Ciyana Archetto       | Nathan Mangold      |
| MaKenzie Baggstrom    | Jared Miller        |
| Ryan Bendixen         | Tyler Mong          |
| Alexia Bey            | Heidi Monhollen     |
| Jeremy Black          | Jaylin Moore        |
| McKenna Blair         | Varsha Mudaliar     |
| Ean Boakes            | Jasmine Nguyen      |
| Madelyn Boyle         | Jordan Palmeri      |
| Nicole Carpenter      | Salvatore Palmeri   |
| Thomas Cawley         | Bradley Pao         |
| Haley Citron          | Peter Parlagreco    |
| Kelsey Compton        | Tess Petrongolo     |
| Mikail Cuerquis       | Joseph Petrongolo   |
| Isabella Darcy        | Nery Ramos          |
| Duane Davis           | Jacob Ruchser       |
| Makayla Duffy         | Katerina Sampedro   |
| Christopher Dunn      | Tanya Sharma        |
| Olivia Edmonds        | Morgan Slunt        |
| Thomas Fisher         | Thomas Small        |
| Julian Frank          | Brennen Smith       |
| Ethan Gale            | Amiyah Stephens     |
| Demyana Gerges        | Hannah Tran         |
| Michael Giordano      | Kanye Udoh          |
| Parker Grace          | Izabella Williamson |
| Heather Harding       | William Willman     |
| Katelin Haye          | Jonathan Yuen       |
| Hogan Horsey          |                     |
| Beatriz Halle Ibale   |                     |
| Isabella Imperatore   |                     |
| Leilanie Jogno        |                     |
| Morgan Kahn           |                     |
| Oliver Kiszewski      |                     |
| Wasif Labib           |                     |
| Talya Leap            |                     |

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Superintendent's List  
Grade 8  
2016-2017

|                         |                       |
|-------------------------|-----------------------|
| Asembo Augo             | Ethan Nelson          |
| Carlos Barahona Cardona | Isaiah Newsome        |
| Andrew Barrera          | Joshua Nguyen         |
| Erika Biasini           | Abraham Olanrewaju    |
| Cassandra Booth         | Pamir Fiona Pahang    |
| Amaziah Bradshaw        | Lola Pham             |
| Bryson Bugdon           | Alexi Phommathep      |
| Alexis Cabrera          | Zachary Roeder        |
| Dicky Chen              | Gabrielle Santosuosso |
| Madison Connelly        | Grace Schenker        |
| Mariah Cook             | Delaney Spano         |
| Sadie Crispell          | Shelby Spica          |
| Brielle Curtin          | Jonah Telesca         |
| Gabriella Dayton        | Belinda Thomma        |
| Billy Dennison          | Maxwell Tran          |
| Alexi Elwood            | Adriana Vargas        |
| Steven Flickinger       | Lauren Walden         |
| Cheyenne France         | Evan Walsh            |
| Saloni Garg             | Emily Weber           |
| Isabella Gatto          | Heldreth Yu           |
| Makayla Green           |                       |
| Cliff Hamler            |                       |
| Justin Haye             |                       |
| Kaylee Hernandez        |                       |
| Aryona Holland          |                       |
| Fiona Hua               |                       |
| Michael Hudson          |                       |
| Jayden Jones            |                       |
| Siheam Jones            |                       |
| Nithilaa Kiritharan     |                       |
| Larissa Lai             |                       |
| Sarah Laskowski         |                       |
| First Name Last Name    |                       |
| Colin Macrie            |                       |
| Ariel McAllister        |                       |
| Chanel Mitchell         |                       |
| Paige Mlynarczyk        |                       |
| Antonia Monroe          |                       |
| Rebekah Monroe          |                       |
| Skyler Mooney           |                       |
| Alec Murdock            |                       |
| Natalie Napoli          |                       |
| Tiffany Nelson          |                       |

Principal's List  
Grade 6  
2016-2017

Anthony Acosta Quintanilla  
Kaylani Adams  
Oshogwe Agbugui  
Donnalyn Alcantara  
Pheonix Alicea  
Isabella Arroyo  
Kylee Astleford  
Morgan Baggstrom  
Joshua Barber  
Michelle Bethea  
Anthony Bilarczyk  
Dominic Birch  
Dasia Blackwell Brown  
Breanna Blisard  
Raphael Bova  
Dylan Branca  
Samuel Bryant  
Yvonne Buason  
Isabella Cairone  
Tianna Calderon  
Brandon Cinkowski  
Dylan Collins  
Ciara Cook  
Jonathan Day  
Ryan De La Cruz  
Austin DelCorio  
Xavier Dublin  
Morgan Emper  
Melanie Espichan Huamani  
Royanah Farmer  
Anthony Farrell  
Thomas Faust  
Aissa Ferebee Davis  
Erik Figueroa  
Anaya Fitzpatrick  
Mia Forbes  
Mya Ford  
Jaden Fortson  
Dustin Foulke  
William Fowler  
Miles Francis  
Makenzie Gallagher  
Gioneli Garcia  
Yorleny Garcia Lara  
Yanessa Garcia Rose  
Mia Gonzalez Leonor  
Develin Grant

Ahnya Grate  
James Guido  
Shania Hampton  
Robert Hare  
Ah'Miyah Harris  
Kyle Heck  
Dominick Hennings  
Xavier Hernandez  
Melanie Hernandez  
David Hightower  
Destiny Hoff  
Roberta Horton  
Tyler Huggins  
Aidan Inman  
Arriana Johnson  
Nathaniel Jones  
Winter Jones  
Christina Kalai  
Isaac Kane  
Tayana Kelly  
Ethan Kissling  
Nikoloz Kurtanidze  
Mason Kurtz  
Katelyn Kusnirik  
Theresa Leary  
Vanessa Lee  
Zariyah Lemons  
Jayden Llanos  
Alexander Locke  
Lynnessesnce Lynn  
Sophia Claudette Magadia  
Aidan Maher  
Gianni Mammana  
Jeffrey Marano  
Andrew Martin  
Melissa Maulone  
Dylan McClain  
Jade McCoy  
Zaya McCoy  
Riley McEvoy  
Judah McIntosh  
Gabriel Miranda  
Joshua Mozelle-Maldonado  
Tori Newman  
Judith Nunez  
Angelina Oberc  
Kyara Paduani Gonzalez

Carlotta Pappas  
Anna Pedano  
Amalinaly Pemberton  
Nellieth Penzo-Castro  
Evan Power  
Thomas Prychka  
Nathan Ranger  
Joshua Reyes  
NaJilah Rhodes  
Juan Rodriguez  
Annie Rodriguez  
Griffin Ross  
Saamiah Salman  
Cierra Sansone  
Eduardo Sarmiento Sosa  
Mia Scafario  
Jacob Scheeler  
Cierra Schuster  
Dashon Scriven  
Areona Sisk  
Mackenzie Smith  
Lillea Soreth  
Joshua Stangl  
Michael Stewart  
Alexis Thavisack  
Michael Thomas  
Todd Tran  
Nasir Tucker  
Anthony Vance  
Myles Williams  
Bryana Williams-Aikens  
Xavier Wilson  
Jonathan Wootton

Principal's List  
Grade 7  
2016-2017

|                          |                       |                       |
|--------------------------|-----------------------|-----------------------|
| Ayden Adair              | Justin Hawkins        | Erin Owens            |
| Paige Aiken              | Gavin Healy           | Joshua Palmer         |
| Vincent Albani           | Paolo Antonio Hermoso | John Parmenter        |
| Amari Anaya              | Kylie Higbee          | Anthony Pecikonis     |
| Gunnar Angier            | Nasir Hill            | Dominic Peranio       |
| Hollie Aponte            | David Khiem Hoang     | Joshua Perea          |
| Emily Badger             | Cali Holak            | Anthony Petrongolo    |
| Marissa Baggstrom        | Evelyn Husta          | Laura Phillips        |
| James Baltz              | Xander Hutcherson     | Amelia Pullano        |
| Rianna Bendixen          | Cara Irwin            | Alexa Raymond         |
| Gryphon Beyer            | John Iside            | Madeline Richards     |
| Abria Bosket             | Lasaan Jackson White  | Orlando Rivera        |
| Kacey Bowen              | Gabrielle Kaminski    | Elijah Robertson      |
| Alanna Boyle             | Nyzhae Kiett Brown    | Emma Robinson         |
| Ethan Brasher            | Nirshanth Kiritharan  | Naomi Rodriguez       |
| Juliana Calderon         | Olivia Labastida      | William Roller        |
| Christopher Caracci      | Martha Lake           | Ethan Rowley          |
| Josiah Casanova          | Devin Lally           | Keagan Samuel         |
| Kelsie Cavileer          | Marc Larson           | Anthony Sansone       |
| Tammy Chau               | Kenneth Leary         | Carlos Santiago       |
| Cynthia Chenoweth        | Cereya Lee            | Trishana Sathiyanesan |
| David Connelly           | Mekhi Lewis           | Rachael Schrier       |
| Alana Cormier            | Rinalize Lim          | Jaclyn Scull          |
| Rachel Corson            | Brianna Lopez         | Jayda Shehadi         |
| Andrew Costantini        | Anthony Lopez         | Aila Shelley          |
| David Cressman           | Rachel Lowry          | Isabelle Signorello   |
| Katerina Dainton         | Allan MacQueen        | Franklin Simms        |
| Shrij Dave               | Annrei Makiling       | Morgan Slunt          |
| Madeline Davis           | Julien Manalang       | Samarah Smiley        |
| Hannah Derringer         | Mazzie Maneri         | Rahmere Smith         |
| Mia DiDomizio            | Neilah March          | Gabrielle Smith       |
| Angela Ebert             | Vincent Marco         | Isabella Snodgrass    |
| LaNirah Elliott          | Scarlett McCourt      | Thomas Stard          |
| Anuoluwa Fakolade        | Ranasha McNair        | Hailey Super          |
| Felix Feliciano Alvarado | Danasha McNair        | Samantha Thompson     |
| Lauren Findeison         | Breanna Miller        | Abdur-Rahmann Toulson |
| Kylie Foggan             | Nichole Moradel       | Mikayla Tropiano      |
| Jaden Foster             | Wesam Moughrabi       | Abigail Tunney        |
| DeShaun Gaines           | Kaylah Muhammad       | Thomas Van            |
| Gabriella Gibson         | Alivia Mullery        | Ashley Vargas         |
| Illiana Gonzales         | Thomas Munyon         | Jason Velez           |
| Azzuri Griffin           | Jaiden Navratil       | Joslynn Whaley        |
| Sydney Groen             | RaMar Neely Wilson    | Janiyah Wheeler       |
| Zoey Gromadzyn           | Lucas Neugent         | Vanessa Wickliff      |
| Justin Guindy            | Jalayah Ocasio        | Ava Zabelski          |
| Caleb Hamilton           | Andrew Ogunjimi       |                       |
| Abhisha Hariharan        | Anne Olanrewaju       |                       |
| Owen Haugan              | Alexandria Osunniyi   |                       |

**Principal's List**  
**Grade 8**

|                              |                            |                           |
|------------------------------|----------------------------|---------------------------|
| Mohamed Abdalla              | David Flippen              | Zymir Newman              |
| Shane Arrera                 | Renee Flores               | Jeremie Ocasio            |
| Sanai Atherly                | Giana Fortson              | Yonis Ochoa Orozia        |
| Asembo Augo                  | Christopher Fowler         | Anaya Oliver              |
| Nyla Ausborn                 | Cheyenne France            | Jasmine Oquendo           |
| Jonathan Baake               | Jose Fuentes               | Alyssa Pagan              |
| Brianna Batista              | Tathiana Garcia            | Nathaniel Palmeri         |
| Brix Baylon                  | Megan Gaskill              | Amirah Parks              |
| Nathyn Benson                | Brianna Gibson             | Nevaeh Phillips           |
| Catheryne Bertrand-Hernandez | Alexa Goode                | Blake Pierson             |
| Jazzmin Bethel               | Timothy Graczyk            | Alyssa Pofi               |
| Ryan Bitler                  | Jessica Guido              | Stephanie Power           |
| Zoey Booth                   | Robert Gunter              | Isabella Previti          |
| Autumn Bott                  | Joshua Hartman             | Anthony Ramos             |
| Nadia Bougioukas             | Abigail Harvie             | Joseph Redd               |
| Andre Boyer                  | Ja Maine Hawkins Davenport | LaNiyah Reed              |
| Johnathan Brittain           | Brian Hoang                | Sosha Reese               |
| John Brown                   | Mariely Horenberger        | Jacob Reingruber          |
| Julianna Brown               | Kyree Jackson              | Jessica Restrepo          |
| Rodney Bryant                | Niko Johnson               | Olivia Risley             |
| Jake Burnett                 | Darren Johnson             | Kaelyn Risley             |
| Connor Burns                 | Brandon Kang               | Naya Rivera               |
| Rachel Bustard               | Kieran Kerrigan            | Tatyanna Rodriguez        |
| Jacob Casiano                | Dylan Kurtz                | Cyrus Rodriguez           |
| Salvatore Chiaramonte        | Jasmine LeClair            | Letishca Rodriguez        |
| David Ciro                   | Ryan Liberty               | Jocelyn Rodriguez Navarro |
| Jacob Cogswell Martelli      | Lauren Liberty             | Desiree Roller            |
| Andrew Constantino           | Samuel Lively              | Kelsie Ross               |
| Gabrielle Corchiani          | Madison Lockwood           | Grace Rowley              |
| Keira Couplin                | DaShawn Mallory            | Aja Saint Surin           |
| Hannah Curcio                | Gia Marini                 | Sabrina Salman            |
| Luke Legrand Dato            | Sarangelis Marrero-Sanchez | James Scribner            |
| Shaunajah Davis Roberts      | David Martinez             | Emily Shelley             |
| Jhoselyn DelCid              | Andrew Matchett            | Jayden Shertel            |
| Arianny Diaz                 | Hannah McCardell           | Logan Skinner             |
| Gianna DiGregorio            | Matthew McClay             | Sarah Small               |
| Brooke Dorofee               | Emma McErlain              | Courtney Smalley          |
| Lonnai Dorris                | Leah McPhillips            | Tariq Smith               |
| Julien Dunson                | Daniel Mendez              | Samantha Spica            |
| Jalen Dunson                 | Charissa Mensah            | Rebecca Statile           |
| Sarah Eaton                  | Arianna Miranda            | Jackson Stone             |
| Charles Ellis                | Mahika Mitchell            | Steven Szabo              |
| Zachary Emmell               | Tyler Monzo                |                           |
| Adaeze Esochaghi             | Scott Morgan               |                           |
| Geovanny Feliciano           | Brooke Morris              |                           |
| Ian Fischer                  | Sage Muhammad-Allmond      |                           |
| Jaxon Flagg                  | Rebecca Munyon             |                           |

Abigail Thompson  
Kahlif Thornton  
Dominic Totoro  
Da'Shon Tucker  
Jason Turfus  
Lauren Ulland  
Na'Jualin Velazquez  
Iyanna Washington  
Alexander Wilson  
Tyler Winn  
Clare Zhang

Finance-2

Purchase Order Journal Excluding contras  
Start date 11/8/2016 End date 6/30/2017  
Orders over \$0.00

HAMILTON TOWNSHIP BOARD OF ED  
Original PO Date Range, All Ship to locations

| P.O.   | Date     | Description                    | Vendor name                    | Amount       |
|--------|----------|--------------------------------|--------------------------------|--------------|
| 700921 | 11/09/16 | RADIOS FOR HESS TEACHERS/ADM   | BIRCH'S COMMUNICATIONS         | \$1,474.44   |
| 700922 | 11/09/16 | MILE TO COMPLETE TEACH DUTIES  | DEBERARDINIS, GINA             | \$36.08      |
| 700923 | 11/09/16 | BEHAVIORAL SUPPORT SYSTEM      | AMAZING TRANSFORMATIONS LLC    | \$33,890.00  |
| 700924 | 11/14/16 | REGISTRATION FOR RTI WORKSHOPS | BUREAU OF EDUCATION & RESEARCH | \$245.00     |
| 700925 | 11/14/16 | MILEAGE COMPLETING CST DUTIES  | KOZAK, DANA                    | \$102.09     |
| 700926 | 11/15/16 | Davies Weatherbug Renewal      | EARTH NETWORKS, INC.           | \$595.00     |
| 700928 | 11/16/16 | WORKSHOP REGISTRATION          | BUREAU OF EDUCATION & RESEARCH | \$245.00     |
| 700929 | 11/17/16 | CO-TEACHING BOOKS FOR DAVIES   | BARNES & NOBLE                 | \$271.95     |
| 700930 | 11/17/16 | RADIO REPAIR FREQUENCY KNOB    | BIRCH'S COMMUNICATIONS         | \$81.21      |
| 700931 | 11/17/16 | TRANSPORTATION CONTRACTS       | GEHRSD                         | \$104,467.31 |
| 700932 | 11/17/16 | UTILITY BALLS FOR SHANER GYM   | GOPHER SPORTS EQUIPMENT        | \$395.67     |
| 700933 | 11/17/16 | ADAPTIVE NEEDS CHAIR PREK      | COMMUNITY PLAYTHINGS           | \$168.00     |
| 700934 | 11/17/16 | HESS ELA BOOKS; SARAH PLATT    | THE BOOKSOURCE                 | \$350.32     |
| 700935 | 11/17/16 | ANNUAL TECHNICAL SUPPORT       | TRANSFINDER                    | \$4,550.00   |
| 700936 | 11/17/16 | TRAVEL REIMBURSEMENT PARENT    | SANTILLI, STEPHEN              | \$430.01     |
| 700937 | 11/18/16 | REGISTRATION FOR WORKSHOP      | SUMMIT PROFESSIONAL EDUCATION  | \$199.99     |
| 700939 | 11/18/16 | DAVIES MUSIC SUPPLY ORDER      | MUSIC & ARTS CENTERS INC.      | \$4,019.60   |
| 700940 | 11/18/16 | HOMEBOUND INSTRUCTION AD       | ACSSSD                         | \$810.00     |
| 700942 | 11/18/16 | SPLASH GUARD SP ED STUDENT     | THE WRIGHT STUFF INC.          | \$18.90      |
| 700943 | 11/18/16 | KEYGUARD FOR LAMP APP          | MARBLESOFT DBA LASERED PICS    | \$47.35      |
| 700944 | 11/21/16 | TRAVEL REIMB NJPSA CONFERENCE  | SANTILLI, STEPHEN              | \$55.60      |
| 700945 | 11/21/16 | HOMELESS TUITION SEPT-JAN      | BUENA BOARD OF EDUCATION       | \$7,152.04   |
| 700946 | 11/21/16 | OUT OF COUNTY FEE/NON RESIDEN  | CAPE MAY COUNTY SPECIAL SERV.  | \$29,500.00  |
| 700947 | 11/21/16 | Printer Toner Cartridges       | PRINTER TECH                   | \$2,679.00   |

32



Orders over \$0.00

| P.O.          | Date     | Description                        | Vendor name                      | Amount       |
|---------------|----------|------------------------------------|----------------------------------|--------------|
| 700948        | 11/22/16 | AUGUST MILEAGE REIMBURSEMENT 0668  | CLARK;RUSSELL                    | \$87.12      |
| 708210        | 11/08/16 | HVAC SUPPLIES - E107 ACTUATOR 0584 | CM3 BUILDING SOLUTIONS INC.      | \$346.50     |
| 708211        | 11/09/16 | ANNUAL MEMBERSHIP DUES 4011        | NJ ASSOCIATION OF DESIGNATED PEI | \$100.00     |
| 708213        | 11/14/16 | UNIFORM SHIRTS FOR MAINT/CUST 0827 | ACTION UNIFORM CO.               | \$4,878.90   |
| 708217        | 11/21/16 | ANNUAL MEMBER SHIP DUES 0211       | NJSBGA - ATLANTIC CO CHAPTER     | \$400.00     |
| Report totals |          |                                    |                                  | \$197,597.08 |

**BILLS AND PAYMENTS  
11/28/16**

|                              |    |                            |
|------------------------------|----|----------------------------|
| TOTAL PAYROLL                | \$ | -                          |
| TOTAL ACCOUNTS PAYABLE BILLS | \$ | 846,754.88                 |
| TOTAL CAFETERIA BILLS        | \$ | 149,946.77                 |
| TOTAL KID'S CORNER           | \$ | 22,028.42                  |
| TOTAL COMMUNITY EDUCATION    | \$ | 4,471.96                   |
| TOTAL CAMP BLUE STAR         | \$ | <u>15,423.61</u>           |
| GRAND TOTAL                  | \$ | <u><u>1,038,625.64</u></u> |

**November 28, 2016**

| <b><u>Fund</u></b> | <b><u>Title</u></b>       |    | <b><u>Amount</u></b> |
|--------------------|---------------------------|----|----------------------|
| 10                 | General Fund              | \$ | 872.00               |
| 10                 | General Fund - Payroll    | \$ | -                    |
| 11                 | Current Expense           | \$ | 841,374.74           |
| 11                 | Current Expense - Payroll | \$ | -                    |
| 12                 | Capital Outlay            | \$ | -                    |
| 13                 | Special Schools           | \$ | -                    |
| 13                 | Special Schools - Payroll | \$ | -                    |
| 18                 | Education Jobs - Payroll  | \$ | -                    |
| 20                 | Special Revenue           | \$ | 4,508.14             |
| 20                 | Special Revenue - Payroll | \$ | -                    |
| 30                 | Building Projects         | \$ | -                    |
| 40                 | Debt Service              | \$ | -                    |
|                    |                           | \$ | 846,754.88           |

Starting date 11/9/2016 Ending date 6/30/2017

| Cknum    | Date                  | Rec date | Vcode | Vendor name                      | Check amount        |
|----------|-----------------------|----------|-------|----------------------------------|---------------------|
| 991317 H | 11/09/16              |          | 9458  | HAMILTON TOWNSHIP AGENCY ACCOUNT | \$1,424.08          |
| 700306   | 07/08/16              |          |       | EMPLOYERS SHARE DCRP-PAYROLL     | \$1,424.08          |
|          | 11-000-291-241-00-000 |          |       | payroll 11/9                     | 11/09/16 \$1,424.08 |

**Fund Totals**

11 GENERAL CURRENT EXPENSE \$1,424.08  
Total for all checks listed \$1,424.08

Prepared and submitted by: Ann Marie Fala  
Board Secretary

11-18-16  
Date

Starting date 11/9/2016 Ending date 6/30/2017

| Cknum    | Date                  | Rec date | Vcode | Vendor name                      | Check amount |
|----------|-----------------------|----------|-------|----------------------------------|--------------|
| 991318 H | 11/09/16              |          | 9458  | HAMILTON TOWNSHIP AGENCY ACCOUNT | \$38.53      |
| 700307   | 07/08/16              |          |       | RETIRED CIVIL UNION FICA/MEDI    | \$38.53      |
|          | 11-000-291-241-00-000 |          |       | Nov-Retiree F/M CivU 11/09/16    | \$38.53      |

**Fund Totals**

|    |                             |         |
|----|-----------------------------|---------|
| 11 | GENERAL CURRENT EXPENSE     | \$38.53 |
|    | Total for all checks listed | \$38.53 |

Prepared and submitted by: Anne Marie Fata  
Board Secretary

11-18-16  
Date

Starting date 11/14/2016 Ending date 6/30/2017

| Cknum    | Date                  | Rec date | Vcode | Vendor name                  | Check amount          |
|----------|-----------------------|----------|-------|------------------------------|-----------------------|
| 991319 H | 11/14/16              |          | 0586  | STATE OF NJ -DIV OF PENSIONS | \$670,436.29          |
| 700880   | 11/01/16              |          |       | HEALTH BENEFITS NOV BILLING  | \$670,436.29          |
|          | 11-000-291-270-00-000 |          | wire  |                              | 11/14/16 \$670,436.29 |

**Fund Totals**

11 GENERAL CURRENT EXPENSE \$670,436.29  
Total for all checks listed \$670,436.29

Prepared and submitted by: Ann Marie Fala  
Board Secretary

11-18-16  
Date

Starting date 11/17/2016 Ending date 11/17/2016

| Cknum  | Date                  | Rec date         | Vcode | Vendor name          | Check amount |             |
|--------|-----------------------|------------------|-------|----------------------|--------------|-------------|
| 030123 | 11/17/16              |                  | 9758  | GLENN INSURANCE INC. | \$21,799.45  |             |
| 700887 | 11/02/16              | Insurance        |       |                      | \$4,735.70   |             |
|        | 11-000-262-520-00-000 |                  |       | MPO029003000992      | 11/17/16     | \$4,735.70  |
| 700888 | 11/02/16              | Insurance        |       |                      | \$16,512.75  |             |
|        | 11-000-262-520-00-000 |                  |       | SSP1505602           | 11/17/16     | \$16,512.75 |
| 700917 | 11/07/16              | Bond Application |       |                      | \$551.00     |             |
|        | 11-000-251-592-00-000 |                  |       | 6282                 | 11/17/16     | \$551.00    |

**Fund Totals**

11 GENERAL CURRENT EXPENSE \$21,799.45  
Total for all checks listed \$21,799.45

Prepared and submitted by: *Anne Marie Fala*  
Board Secretary

11-18-16  
Date

Starting date 7/1/2016 Ending date 6/30/2017

| Cknum    | Date                  | Rec date | Vcode | Vendor name           | Check amount     |
|----------|-----------------------|----------|-------|-----------------------|------------------|
| 991320 H | 11/21/16              |          | 2536  | HORIZON HEALTHCARE    | \$30.00          |
| 700308   | 07/08/16              |          |       | FSA MONTHLY FEE 16-17 | \$30.00          |
|          | 11-000-251-330-00-000 |          |       | Nov Wire              | 11/21/16 \$30.00 |

**Fund Totals**

|    |                             |         |
|----|-----------------------------|---------|
| 11 | GENERAL CURRENT EXPENSE     | \$30.00 |
|    | Total for all checks listed | \$30.00 |

Prepared and submitted by: \_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

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Starting date 11/23/2016      Ending date 6/30/2017

| Cknum    | Date                  | Rec date | Vcode | Vendor name                      | Check amount        |
|----------|-----------------------|----------|-------|----------------------------------|---------------------|
| 991321 H | 11/23/16              |          | 9458  | HAMILTON TOWNSHIP AGENCY ACCOUNT | \$1,393.54          |
| 700306   | 07/08/16              |          |       | EMPLOYERS SHARE DCRP-PAYROLL     | \$1,393.54          |
|          | 11-000-291-241-00-000 |          |       | payroll 11/23                    | 11/23/16 \$1,393.54 |

**Fund Totals**

|    |                             |            |
|----|-----------------------------|------------|
| 11 | GENERAL CURRENT EXPENSE     | \$1,393.54 |
|    | Total for all checks listed | \$1,393.54 |

Prepared and submitted by: \_\_\_\_\_  
Board Secretary

\_\_\_\_\_ Date

4/1

Starting date 11/28/2016 Ending date 11/28/2016

| Cknum         | Date                  | Rec date | Vcode       | Vendor name                                 | Check amount         |
|---------------|-----------------------|----------|-------------|---|----------------------|
| <b>030124</b> | <b>11/28/16</b>       |          | <b>0838</b> | <b>ACSSSD</b>                               | <b>\$13,608.01</b>   |
| 700640        | 08/11/16              |          |             | PERSONAL AIDE AGREEMENT 16-17               | \$13,281.00          |
|               | 11-000-100-565-08-000 |          |             | 17-00239 OCT                                | 11/28/16 \$13,281.00 |
| 700831        | 10/12/16              |          |             | EVALUATIONS FOR SP ED STUDENT               | \$327.01             |
|               | 11-000-219-390-08-000 |          |             | 17-00216                                    | 11/28/16 \$327.01    |
| <b>030125</b> | <b>11/28/16</b>       |          | <b>0039</b> | <b>APPLE COMPUTER INC.</b>                  | <b>\$490.00</b>      |
| 700855        | 10/18/16              |          |             | Lightning to VGA Adapter                    | \$490.00             |
|               | 11-190-100-610-07-TEC |          |             | 4409932876                                  | 11/28/16 \$490.00    |
| <b>030126</b> | <b>11/28/16</b>       |          | <b>1807</b> | <b>ATLANTIC CITY ELECTRIC</b>               | <b>\$9,165.41</b>    |
| 700032        | 07/01/16              |          |             | 2016-2017 ELECTRIC BILLING                  | \$9,165.41           |
|               | 11-000-262-622-01-ELE |          |             | 55001334352 NOV                             | 11/28/16 \$8,928.71  |
|               | 11-000-262-622-02-ELE |          |             | 55000346480 NOV                             | 11/28/16 \$215.94    |
|               | 11-000-262-622-03-ELE |          |             | 55010264020 OCT                             | 11/28/16 \$20.76     |
| <b>030127</b> | <b>11/28/16</b>       |          | <b>0346</b> | <b>ATLANTIC COUNTY DEPT OF PUBLIC WORKS</b> | <b>\$392.29</b>      |
| 700360        | 07/14/16              |          |             | 16-17 ESTIMATED FUEL/GASOLINE               | \$392.29             |
|               | 11-000-262-610-00-VEH |          |             | OCTOBER                                     | 11/28/16 \$392.29    |
| <b>030128</b> | <b>11/28/16</b>       |          | <b>2397</b> | <b>BAYADA NURSES</b>                        | <b>\$1,080.00</b>    |
| 700614        | 08/08/16              |          |             | NURSING SERVICES 16-17 YEAR                 | \$1,080.00           |
|               | 11-000-217-300-08-000 |          |             | 11959791                                    | 11/28/16 \$1,080.00  |
| <b>030129</b> | <b>11/28/16</b>       |          | <b>0313</b> | <b>BECKERS SCHOOL SUPPLIES</b>              | <b>\$38.42</b>       |
| 700849        | 10/18/16              |          |             | PREK DISPOSABLE SUPPLIES                    | \$38.42              |
|               | 20-221-100-600-00-PRE |          |             | 1429831-IN                                  | 11/28/16 \$38.42     |
| <b>030130</b> | <b>11/28/16</b>       |          | <b>1222</b> | <b>BIRCH'S COMMUNICATIONS</b>               | <b>\$81.21</b>       |
| 700930        | 11/17/16              |          |             | RADIO REPAIR FREQUENCY KNOB                 | \$81.21              |
|               | 11-000-240-610-01-000 |          |             | 52917                                       | 11/28/16 \$81.21     |
| <b>030131</b> | <b>11/28/16</b>       |          | <b>1002</b> | <b>BRAINPOP</b>                             | <b>\$2,295.00</b>    |
| 700827        | 10/24/16              |          |             | ONLINE SOFTWARE-NP TECHNOLOGY               | \$2,295.00           |
|               | 20-510-100-610-20-STV |          |             | US150028                                    | 11/28/16 \$2,295.00  |
| <b>030132</b> | <b>11/28/16</b>       |          | <b>0134</b> | <b>BRIDGETON BOARD OF EDUCATION</b>         | <b>\$300.00</b>      |
| 700908        | 11/04/16              |          |             | HOME INSTRUCTION MEDICAL                    | \$300.00             |
|               | 11-150-100-320-00-000 |          |             | 2144A                                       | 11/28/16 \$300.00    |
| <b>030133</b> | <b>11/28/16</b>       |          | <b>1250</b> | <b>CARTRIDGE WORLD</b>                      | <b>\$564.91</b>      |
| 700694        | 08/24/16              |          |             | ink and paper for HP designjet              | \$564.91             |
|               | 11-190-100-610-07-TEC |          |             | 133769                                      | 11/28/16 \$564.91    |
| <b>030134</b> | <b>11/28/16</b>       |          | <b>1773</b> | <b>CDW GOVERNMENT INC.</b>                  | <b>\$3,419.04</b>    |
| 700821        | 09/30/16              |          |             | Cisco Smartnet extended servic              | \$87.50              |
|               | 11-190-100-340-07-TEC |          |             | FSS9361                                     | 11/28/16 \$87.50     |
| 700884        | 11/01/16              |          |             | Epson PowerLite LCD Projector               | \$3,222.00           |
|               | 11-190-100-610-07-TEC |          |             | FWW8822                                     | 11/28/16 \$3,222.00  |
| 700913        | 11/04/16              |          |             | Microsoft surface 3 cover                   | \$109.54             |
|               | 11-190-100-610-07-TEC |          |             | FZC9966                                     | 11/28/16 \$109.54    |
| <b>030135</b> | <b>11/28/16</b>       |          | <b>0668</b> | <b>CLARK;RUSSELL</b>                        | <b>\$87.12</b>       |
| 700948        | 11/22/16              |          |             | AUGUST MILEAGE REIMBURSEMENT                | \$87.12              |
|               | 11-000-240-500-03-TRV |          |             | AUGUST MILEAGE                              | 11/28/16 \$87.12     |

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Starting date 11/28/2016 Ending date 11/28/2016

| Cknum  | Date                  | Rec date | Vcode            | Vendor name                            | Check amount |
|--------|-----------------------|----------|------------------|--|--------------|
| 030136 | 11/28/16              |          | 3100             | CLASSROOM DIRECT. COM                  | \$119.06     |
| 700902 | 11/02/16              |          |                  | SHANER ART SUPPLIES                    | \$119.06     |
|        | 11-190-100-610-01-ART |          | 208117504759     | 11/28/16                               | \$56.72      |
|        | 11-190-100-610-01-HPE |          | 208117504759     | 11/28/16                               | \$62.34      |
| 030137 | 11/28/16              |          | 0584             | CM3 BUILDING SOLUTIONS INC.            | \$4,832.00   |
| 708013 | 07/07/16              |          |                  | HVAC BUILDING CONTROLS-CONTR.          | \$4,832.00   |
|        | 11-000-261-420-09-DAV |          | NOVEMBER         | 11/28/16                               | \$1,833.00   |
|        | 11-000-261-420-09-HES |          | NOVEMBER         | 11/28/16                               | \$1,453.00   |
|        | 11-000-261-420-09-SHA |          | NOVEMBER         | 11/28/16                               | \$1,546.00   |
| 030138 | 11/28/16              |          | 1088             | COMPASS ACADEMY CHARTER SCHOOL         | \$214.00     |
| 700309 | 07/08/16              |          |                  | CHARTER SCHOOL TUITION                 | \$214.00     |
|        | 10-000-100-56x-00-000 |          | NOV 28 PAY       | 11/28/16                               | \$214.00     |
| 030139 | 11/28/16              |          | 6923             | D ELECTRIC MOTORS, INC.                | \$1,365.81   |
| 708200 | 11/03/16              |          |                  | HVAC REPAIR MOTOR PARTS-DAV            | \$1,365.81   |
|        | 11-000-261-610-09-DAV |          | 21941            | 11/28/16                               | \$1,365.81   |
| 030140 | 11/28/16              |          | 0937             | DEBERARDINIS, GINA                     | \$36.08      |
| 700922 | 11/09/16              |          |                  | MILE TO COMPLETE TEACH DUTIES          | \$36.08      |
|        | 11-000-219-592-08-TRV |          | SEPT-OCT MILEAGE | 11/28/16                               | \$36.08      |
| 030141 | 11/28/16              |          | 1369             | EPIC HEALTH SERVICES INC.              | \$14,277.50  |
| 700617 | 08/09/16              |          |                  | PROFESSIONAL SERVICES                  | \$14,277.50  |
|        | 11-000-217-300-08-000 |          | 564828-564837    | 11/28/16                               | \$14,277.50  |
| 030142 | 11/28/16              |          | 0223             | FOLLETT SCHOOL SOLUTIONS               | \$143.55     |
| 700634 | 08/11/16              |          |                  | DAVIES LIBRARY BOOKS                   | \$143.55     |
|        | 11-000-222-610-03-000 |          | 446314F-5        | 11/28/16                               | \$143.55     |
| 030143 | 11/28/16              |          | 1664             | FORD, SCOTT & ASSOCIATES, LLC          | \$5,000.00   |
| 700017 | 07/01/16              |          |                  | AUDIT YEAR END JUNE 30, 2016           | \$5,000.00   |
|        | 11-000-230-332-00-000 |          | FINAL INV# 19817 | 11/28/16                               | \$5,000.00   |
| 030144 | 11/28/16              |          | 0267             | HAMILTON TOWNSHIP FOOD SERVICE         | \$10.00      |
| 700903 | 11/03/16              |          |                  | REFRESHMENTS FOR VP INTERVIEWS         | \$10.00      |
|        | 11-000-230-590-00-000 |          | 8019             | 11/28/16                               | \$10.00      |
| 030145 | 11/28/16              |          | 0157             | HERITAGE SURF SHOP                     | \$294.85     |
| 700460 | 07/29/16              |          |                  | SWIMMING WETSUITS FOR TEACHERS         | \$294.85     |
|        | 11-190-100-610-04-SWM |          | 7680             | 11/28/16                               | \$294.85     |
| 030146 | 11/28/16              |          | 0708             | HILLYARD INC.                          | \$5,816.70   |
| 708191 | 10/28/16              |          |                  | CUSTODIAL RESTROOM SUPPLIES            | \$5,487.50   |
|        | 11-000-262-610-09-CUS |          | 602299802        | 11/28/16                               | \$5,487.50   |
| 708192 | 10/28/16              |          |                  | CUSTODIAL CLEANING SUPPLIES            | \$329.20     |
|        | 11-000-262-610-09-CUS |          | 602299803        | 11/28/16                               | \$329.20     |
| 030147 | 11/28/16              |          | 1462             | HOME DEPOT                             | \$76.73      |
| 708193 | 10/27/16              |          |                  | CUSTODIAL CLEANING SUPPLIES            | \$76.73      |
|        | 11-000-262-610-09-CUS |          | 6035322501175149 | 11/28/16                               | \$76.73      |
| 030148 | 11/28/16              |          | 1383             | INTERNATIONAL ACADEMY OF ATLANTIC CITY | \$658.00     |
| 700310 | 07/08/16              |          |                  | CHARTER SCHOOL TUITION                 | \$658.00     |
|        | 10-000-100-56x-00-000 |          | NOV 28 PAY       | 11/28/16                               | \$658.00     |

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Starting date 11/28/2016 Ending date 11/28/2016

| Cknum         | Date                  | Rec date | Vcode                | Vendor name                                 | Check amount        |
|---------------|-----------------------|----------|----------------------|---|---------------------|
| <b>030149</b> | <b>11/28/16</b>       |          | <b>1333</b>          | <b>IXL LEARNING</b>                         | <b>\$399.00</b>     |
| 700185        | 07/01/16              |          |                      | classroom supplies;A200                     | \$399.00            |
|               | 11-212-100-610-08-000 |          | S289937              |   | 11/28/16 \$399.00   |
| <b>030150</b> | <b>11/28/16</b>       |          | <b>1805</b>          | <b>JAGUAR EDUCATIONAL</b>                   | <b>\$197.62</b>     |
| 700892        | 11/02/16              |          |                      | SCHOOL BEAUTIFICATION POSTERS               | \$197.62            |
|               | 11-000-213-610-03-000 |          | 96652P               |   | 11/28/16 \$29.27    |
|               | 11-190-100-610-03-000 |          | 96652P               |   | 11/28/16 \$64.75    |
|               | 11-190-100-610-03-ART |          | 96652P               |   | 11/28/16 \$25.90    |
|               | 11-190-100-610-03-SCI |          | 96652P               |   | 11/28/16 \$25.90    |
|               | 11-190-100-610-03-TEC |          | 96652P               |   | 11/28/16 \$51.80    |
| <b>030151</b> | <b>11/28/16</b>       |          | <b>1003</b>          | <b>JOHNSTONE SUPPLY -CHERRY HILL</b>        | <b>\$218.08</b>     |
| 708204        | 11/07/16              |          |                      | HVAC SUPPLIES - RTU#17 HESS                 | \$218.08            |
|               | 11-000-261-610-09-HES |          | 365519               |   | 11/28/16 \$218.08   |
| <b>030152</b> | <b>11/28/16</b>       |          | <b>0972</b>          | <b>JOHNSTONE SUPPLY -PLEASANTVILLE</b>      | <b>\$3,154.20</b>   |
| 708173        | 10/18/16              |          |                      | HVAC SUPPLIES - AIR FILTERS                 | \$3,154.20          |
|               | 11-000-261-610-09-DAV |          | 266-S100038923.001-2 |   | 11/28/16 \$1,051.40 |
|               | 11-000-261-610-09-HES |          | 266-S100038923.001-2 |   | 11/28/16 \$1,051.40 |
|               | 11-000-261-610-09-SHA |          | 266-S100038923.001-2 |   | 11/28/16 \$1,051.40 |
| <b>030153</b> | <b>11/28/16</b>       |          | <b>0824</b>          | <b>KOZAK, DANA</b>                          | <b>\$102.09</b>     |
| 700925        | 11/14/16              |          |                      | MILEAGE COMPLETING CST DUTIES               | \$102.09            |
|               | 11-000-219-592-08-TRV |          |                      | JULY - OCT MILEAGE                          | 11/28/16 \$102.09   |
| <b>030154</b> | <b>11/28/16</b>       |          | <b>1121</b>          | <b>LINKING COMPUTER, INC</b>                | <b>\$1,800.00</b>   |
| 700829        | 10/24/16              |          |                      | NP TECHNOLOGY ORDER-COMPUTERS               | \$1,800.00          |
|               | 20-510-100-610-20-STV |          | 21814875             |   | 11/28/16 \$1,800.00 |
| <b>030155</b> | <b>11/28/16</b>       |          | <b>Y966</b>          | <b>MAKERBOT INDUSTRIES, LLC</b>             | <b>\$878.00</b>     |
| 700870        | 10/24/16              |          |                      | MAKERCARE ANNUAL COVERAGE                   | \$878.00            |
|               | 11-190-100-610-03-TEC |          | INV103916            |   | 11/28/16 \$878.00   |
| <b>030156</b> | <b>11/28/16</b>       |          | <b>0239</b>          | <b>MANALANG, MARIA ELENA</b>                | <b>\$2,004.00</b>   |
| 700632        | 08/11/16              |          |                      | TUITION REIMBURSEMENT                       | \$2,004.00          |
|               | 11-000-291-280-00-000 |          |                      | TUITION REIMB                               | 11/28/16 \$2,004.00 |
| <b>030157</b> | <b>11/28/16</b>       |          | <b>0374</b>          | <b>MARLEE CONTRACTORS LLC</b>               | <b>\$8,064.41</b>   |
| 708086        | 08/18/16              |          |                      | HVAC SERVICE REPAIR - HESS AUD              | \$8,064.41          |
|               | 11-000-261-420-09-HES |          | 79845                |   | 11/28/16 \$8,064.41 |
| <b>030158</b> | <b>11/28/16</b>       |          | <b>4505</b>          | <b>MUSIC &amp; ARTS CENTERS INC.</b>        | <b>\$456.40</b>     |
| 700420        | 07/25/16              |          |                      | DAVIES MUSIC SUPPLY/EQUIPMENT               | \$40.00             |
|               | 11-190-100-610-03-MUS |          | 2825313              |   | 11/28/16 \$40.00    |
| 700576        | 08/03/16              |          |                      | HESS MUSIC SCORE AND BOOKS                  | \$416.40            |
|               | 11-190-100-610-04-MUS |          | 1100928-1102702-155  |   | 11/28/16 \$416.40   |
| <b>030159</b> | <b>11/28/16</b>       |          | <b>0875</b>          | <b>NEHMAD PERILLO &amp; DAVIS, P.C.</b>     | <b>\$3,250.00</b>   |
| 700014        | 07/01/16              |          |                      | LEGAL SERVICES 16-17 YEAR                   | \$3,250.00          |
|               | 11-000-230-331-00-SOL |          | 62789 OCT            |   | 11/28/16 \$3,250.00 |
| <b>030160</b> | <b>11/28/16</b>       |          | <b>4011</b>          | <b>NJ ASSOCIATION OF DESIGNATED PERSONS</b> | <b>\$100.00</b>     |
| 708211        | 11/09/16              |          |                      | ANNUAL MEMBERSHIP DUES                      | \$100.00            |
|               | 11-000-262-890-09-MNT |          | 1617335              |   | 11/28/16 \$100.00   |

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Starting date 11/28/2016 Ending date 11/28/2016

| Cknum         | Date                  | Rec date | Vcode             | Vendor name                           | Check amount       |
|---------------|-----------------------|----------|-------------------|---------------------------------------|--------------------|
| <b>030161</b> | <b>11/28/16</b>       |          | <b>1811</b>       | <b>NJSBA</b>                          | <b>\$3,400.00</b>  |
| 700048        | 07/01/16              |          |                   | Workshop 2016                         | \$1,400.00         |
|               | 11-000-230-585-00-TRV |          | 176071            |                                       | \$700.00           |
|               | 11-000-230-895-00-000 |          | 176071            |                                       | \$700.00           |
| 700881        | 11/01/16              |          |                   | Contract Agreement                    | \$2,000.00         |
|               | 11-000-230-590-00-000 |          | 212369            |                                       | \$2,000.00         |
| <b>030162</b> | <b>11/28/16</b>       |          | <b>5176</b>       | <b>NWN Corporation</b>                | <b>\$27,253.46</b> |
| 700426        | 07/26/16              |          |                   | Cisco                                 | \$26,207.96        |
|               | 11-190-100-340-07-TEC |          | IN273092          |                                       | \$26,207.96        |
| 700869        | 10/24/16              |          |                   | APC Smart-UPS                         | \$1,045.50         |
|               | 11-190-100-610-07-TEC |          | IN279166          |                                       | \$1,045.50         |
| <b>030163</b> | <b>11/28/16</b>       |          | <b>1056</b>       | <b>OFFICE BASICS, INC.</b>            | <b>\$110.68</b>    |
| 700828        | 10/24/16              |          |                   | NP TECHNOLOGY SUPPLIES                | \$110.68           |
|               | 20-510-100-610-20-STV |          | I-463697          |                                       | \$110.68           |
| <b>030164</b> | <b>11/28/16</b>       |          | <b>H094</b>       | <b>OPEN SYSTEMS INTEGRATORS, INC.</b> | <b>\$2,993.35</b>  |
| 708178        | 10/24/16              |          |                   | INTERCOM REPAIR SERVICE-DAVIES        | \$2,993.35         |
|               | 11-000-261-420-09-DAV |          | 27422             |                                       | \$2,993.35         |
| <b>030165</b> | <b>11/28/16</b>       |          | <b>3877</b>       | <b>PHOENIX BUSINESS FORMS INC.</b>    | <b>\$145.00</b>    |
| 700844        | 10/18/16              |          |                   | Staff Info Cards                      | \$145.00           |
|               | 11-000-230-610-00-000 |          | 16757             |                                       | \$145.00           |
| <b>030166</b> | <b>11/28/16</b>       |          | <b>0148</b>       | <b>PRINTER TECH</b>                   | <b>\$5,394.00</b>  |
| 700718        | 09/09/16              |          |                   | Toner cartridges                      | \$3,660.00         |
|               | 11-190-100-610-07-TEC |          | 5669              |                                       | \$3,660.00         |
| 700882        | 11/01/16              |          |                   | Toners for Hess Pre School            | \$1,734.00         |
|               | 11-190-100-610-07-TEC |          | INV-1193          |                                       | \$1,734.00         |
| <b>030167</b> | <b>11/28/16</b>       |          | <b>1167</b>       | <b>PROGRESS PUBLICATIONS</b>          | <b>\$207.00</b>    |
| 700515        | 08/01/16              |          |                   | PRESCHOOL FOLDERS                     | \$207.00           |
|               | 11-000-240-610-04-000 |          | 46929880          |                                       | \$207.00           |
| <b>030168</b> | <b>11/28/16</b>       |          | <b>0998</b>       | <b>RICOH USA, INC.</b>                | <b>\$2,396.47</b>  |
| 700039        | 07/01/16              |          |                   | ANNUAL COPIER LEASES 16-17            | \$2,396.47         |
|               | 11-000-211-500-00-000 |          | 97801320 NOV      |                                       | \$178.07           |
|               | 11-000-230-590-00-RNT |          | 97801330 NOV      |                                       | \$375.30           |
|               | 11-190-100-500-01-RNT |          | 97801327/97823242 |                                       | \$1,221.72         |
|               | 11-190-100-500-03-RNT |          | 97823245 NOV      |                                       | \$621.38           |
| <b>030169</b> | <b>11/28/16</b>       |          | <b>0699</b>       | <b>ROBERTS OXYGEN</b>                 | <b>\$60.50</b>     |
| 708100        | 08/23/16              |          |                   | OXYGEN SERVICE 2016-2017 YEAR         | \$60.50            |
|               | 11-000-262-420-09-MNT |          | I75398 OCT        |                                       | \$60.50            |
| <b>030170</b> | <b>11/28/16</b>       |          | <b>0538</b>       | <b>RUSSELL REID INC.</b>              | <b>\$575.73</b>    |
| 708206        | 11/07/16              |          |                   | GREASE TRAP CLEANING SERVICE          | \$575.73           |
|               | 11-000-262-420-09-MNT |          | 5136304-305-303   |                                       | \$575.73           |
| <b>030171</b> | <b>11/28/16</b>       |          | <b>8700</b>       | <b>SANTILLI, STEPHEN</b>              | <b>\$485.61</b>    |
| 700936        | 11/17/16              |          |                   | TRAVEL REIMBURSEMENT PARENTCAM        | \$430.01           |
|               | 11-000-240-500-03-TRV |          |                   | PARENTCAMP TRAVE                      | \$430.01           |
| 700944        | 11/21/16              |          |                   | TRAVEL REIMB NJPSA CONFERENCE         | \$55.60            |
|               | 11-000-240-500-03-TRV |          |                   | OCT 20-21 TRAVEL                      | \$55.60            |

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Starting date 11/28/2016 Ending date 11/28/2016

| Cknum         | Date                  | Rec date | Vcode             | Vendor name                                      | Check amount        |
|---------------|-----------------------|----------|-------------------|--|---------------------|
| <b>030172</b> | <b>11/28/16</b>       |          | <b>0257</b>       | <b>SCHOOL HEALTH SUPPLIES CORP.</b>              | <b>\$908.00</b>     |
| 700439        | 07/28/16              |          |                   | HESS NURSE SUPPLIES                              | \$908.00            |
|               | 11-000-213-610-04-000 |          | 3174557-02        |  | 11/28/16 \$908.00   |
| <b>030173</b> | <b>11/28/16</b>       |          | <b>1008</b>       | <b>SCHWARTZ SIMON EDELSTEIN &amp; CELSO, LLC</b> | <b>\$2,944.00</b>   |
| 700016        | 07/01/16              |          |                   | 16-17 RETAINER AGREEMENT                         | \$2,944.00          |
|               | 11-000-230-339-00-000 |          | 152256 OCT        |  | 11/28/16 \$2,944.00 |
| <b>030174</b> | <b>11/28/16</b>       |          | <b>0094</b>       | <b>SHADY BROOK FARM - BUTTERHOFS</b>             | <b>\$164.00</b>     |
| 700766        | 09/22/16              |          |                   | PUMPKIN PATCH TRIP PREK                          | \$164.00            |
|               | 20-220-100-500-00-PRE |          | 1027              |  | 11/28/16 \$164.00   |
| <b>030175</b> | <b>11/28/16</b>       |          | <b>0594</b>       | <b>SOUTH JERSEY GAS COMPANY</b>                  | <b>\$14,114.58</b>  |
| 700040        | 07/01/16              |          |                   | 16-17 GAS BILLING ESTIMATED                      | \$14,114.58         |
|               | 11-000-262-621-01-GAS |          | 183848119/2818314 |  | 11/28/16 \$1,866.66 |
|               | 11-000-262-621-03-GAS |          | 533191314         |  | 11/28/16 \$5,331.91 |
|               | 11-000-262-621-04-GAS |          | 708331410         |  | 11/28/16 \$6,916.01 |
| <b>030176</b> | <b>11/28/16</b>       |          | <b>2759</b>       | <b>STAPLES BUSINESS ADVANTAGE</b>                | <b>\$62.07</b>      |
| 700843        | 10/18/16              |          |                   | CUSTOM STAMP ANNE MARIE FALA                     | \$41.49             |
|               | 11-000-251-600-00-000 |          | 3320356688        |  | 11/28/16 \$41.49    |
| 700876        | 10/28/16              |          |                   | Office Supplies                                  | \$20.58             |
|               | 11-000-230-610-00-000 |          | 3321090743        |  | 11/28/16 \$20.58    |
| <b>030177</b> | <b>11/28/16</b>       |          | <b>0605</b>       | <b>STRAUSS ESMAY ASSOCIATES LLP</b>              | <b>\$309.37</b>     |
| 700835        | 10/13/16              |          |                   | public access online regs                        | \$309.37            |
|               | 11-190-100-610-07-TEC |          | 1617-159A         |  | 11/28/16 \$309.37   |
| <b>030178</b> | <b>11/28/16</b>       |          | <b>2733</b>       | <b>SUPPLYWORKS</b>                               | <b>\$2,915.44</b>   |
| 708190        | 10/28/16              |          |                   | CUSTODIAL SUPPLIES-DISTRICT                      | \$2,915.44          |
|               | 11-000-262-610-09-CUS |          | 382732717-725-733 |  | 11/28/16 \$2,915.44 |
| <b>030179</b> | <b>11/28/16</b>       |          | <b>8220</b>       | <b>TUCKAHOE TURF FARMS</b>                       | <b>\$110.00</b>     |
| 708197        | 11/01/16              |          |                   | GROUNDS SUPPLIES - GRASS SEED                    | \$110.00            |
|               | 11-000-263-610-00-GND |          | 37208             |  | 11/28/16 \$110.00   |
| <b>030180</b> | <b>11/28/16</b>       |          | <b>0032</b>       | <b>UNITED ELECTRIC SUPPLY</b>                    | <b>\$1,682.05</b>   |
| 708169        | 10/12/16              |          |                   | ELECTRICAL SUPPLIES -DISTRICT                    | \$324.40            |
|               | 11-000-261-610-09-DAV |          | S103555874.001    |  | 11/28/16 \$108.14   |
|               | 11-000-261-610-09-HES |          | S103555874.001    |  | 11/28/16 \$108.13   |
|               | 11-000-261-610-09-SHA |          | S103555874.001    |  | 11/28/16 \$108.13   |
| 708184        | 10/26/16              |          |                   | ELECTRICAL SUPPLIES-HESS-DAV                     | \$623.26            |
|               | 11-000-261-610-09-HES |          | S103573263.001    |  | 11/28/16 \$623.26   |
| 708199        | 11/02/16              |          |                   | ELECTRICAL SUPPLIES - HESS                       | \$734.39            |
|               | 11-000-261-610-09-HES |          | S103582126.001    |  | 11/28/16 \$734.39   |
| <b>030181</b> | <b>11/28/16</b>       |          | <b>6876</b>       | <b>VERIZON WIRELESS</b>                          | <b>\$412.19</b>     |
| 700042        | 07/01/16              |          |                   | 16-17 /INTERNET/MOBILE SVC                       | \$412.19            |
|               | 11-000-230-530-00-TLP |          | 9775431432 OCT    |  | 11/28/16 \$132.00   |
|               | 11-000-230-530-01-TLP |          | 9775431432 OCT    |  | 11/28/16 \$20.02    |
|               | 11-000-230-530-03-TLP |          | 9775431432 OCT    |  | 11/28/16 \$100.07   |
|               | 11-000-230-530-04-TLP |          | 9775431432 OCT    |  | 11/28/16 \$60.06    |
|               | 20-220-200-590-00-PRE |          | 9775431432 OCT    |  | 11/28/16 \$100.04   |

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Starting date 11/28/2016

Ending date 11/28/2016

|                    |
|--------------------|
| <b>Fund Totals</b> |
|--------------------|

|    |                             |              |
|----|-----------------------------|--------------|
| 10 | GENERAL FUND                | \$872.00     |
| 11 | GENERAL CURRENT EXPENSE     | \$146,252.85 |
| 20 | SPECIAL REVENUE FUNDS       | \$4,508.14   |
|    | Total for all checks listed | \$151,632.99 |

Prepared and submitted by: \_\_\_\_\_  
Board Secretary

\_\_\_\_\_ Date

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| Hamilton Township School District 2016-2017 |   |                       |                      |                          |             |                              |           |             |                        |
|---|---|-----------------------|----------------------|--------------------------|-------------|------------------------------|-----------|-------------|------------------------|
| Dining Service Dept.                        |   |                       |                      |                          |             |                              |           |             |                        |
| NOV. 2016 OCTOBER BILLS                     |   |                       |                      |                          |             |                              |           |             |                        |
| Check #                                     | Vendor  | Salaries/<br>Benefits | Reimbursable<br>Food | Non<br>Reimburs.<br>Food | Supplies    | Non<br>Reimburs.<br>Supplies | Equipment | Misc.       | TOTAL BILL             |
| Bank Transfer                               | Hamilton Township Bd. Of Ed.                    | \$ 30,934.94          |                      |                          |             |                              |           |             | \$ 30,934.94           |
| Bank Transfer                               | Hamilton Township Bd. Of Ed.                    | \$ 43,746.14          |                      |                          |             |                              |           |             | \$ 43,746.14           |
| 3240  | Atlas Building Maintenance,<br>Inc.             |                       |                      |                          | \$ 1,204.97 |                              |           |             | \$ 1,204.97            |
| 3241  | Barry Food Sales                                |                       | \$ 2,553.80          |                          |             |                              |           |             | \$ 2,553.80            |
| 3242  | Bimbo Foods, Inc.                               |                       | \$ 250.80            |                          |             |                              |           |             | \$ 250.80              |
| 3243  | Cream-O-Land Dairy                              |                       | \$ 8,940.34          |                          |             |                              |           |             | \$ 8,940.34            |
| 3244  | Environmental Safety, Inc.                      |                       |                      |                          | \$ 957.60   |                              |           |             | \$ 957.60              |
| 3245  | Lucca's Bakery                                  |                       | \$ 1,566.90          |                          |             |                              |           |             | \$ 1,566.90            |
| 3246  | Maximum Quality Foods                           |                       | \$ 2,897.80          |                          |             |                              |           |             | \$ 2,897.80            |
| 3247  | Paul's Commodity Hauling                        |                       | \$ 155.05            |                          |             |                              |           |             | \$ 155.05              |
| 3248  | Penn-del Baking Dist (DBA -<br>Rockland Bakery) |                       | \$ 206.53            | \$ 133.52                |             |                              |           |             | \$ 340.05              |
| 3249  | Silver Springs Farm, Inc.                       |                       | \$ 3,546.00          |                          |             |                              |           |             | \$ 3,546.00            |
| 3250  | South Jersey Paper Products                     |                       |                      |                          | \$ 2,511.32 |                              |           |             | \$ 2,511.32            |
| 3251  | Tony's Produce                                  |                       | \$ 4,675.85          |                          |             |                              |           |             | \$ 4,675.85            |
| 3252  | US Foodservice                                  |                       | \$ 38,236.60         | \$ 6,010.83              | \$ 292.93   | \$ 810.17                    |           |             | \$ 45,350.53           |
| 3253  | Student Refund (Wai Cheng)                      |                       |                      |                          |             |                              |           | \$ 223.75   | \$ 223.75              |
| 3254  | Hobart Service                                  |                       |                      |                          |             |                              |           | \$ 920.93   | \$ 920.93              |
| 3230*                                       | NJ SNA (Annual Conference<br>Registration)      |                       |                      |                          |             |                              |           | \$ (830.00) | \$ (830.00)            |
| <b>Totals</b>                               |   | \$ 74,681.08          | \$ 63,029.67         | \$ 6,144.35              | \$ 4,966.82 | \$ 810.17                    | \$ -      | \$ 314.68   | \$ 149,946.77          |
|   | Salaries/Benefits                               | \$ 74,681.08          |                      |                          |             |                              |           |             |                        |
|   | Food  | \$ 63,029.67          |                      |                          |             |                              |           |             |                        |
|   | Non Reimbursable Food                           | \$ 6,144.35           |                      |                          |             |                              |           |             | Prepared 11/2016 - MIR |
|   | Supplies  | \$ 4,966.82           |                      |                          |             |                              |           |             |                        |
|   | Non Reimbursable Supplies                       | \$ 810.17             |                      |                          |             |                              |           |             |                        |
|   | Equipment                                       | \$ -                  |                      |                          |             |                              |           |             |                        |
|   | Misc.   | \$ 314.68             |                      |                          |             |                              |           |             |                        |
|   | <b>GRAND TOTAL</b>                              | <b>\$ 149,946.77</b>  |                      |                          |             |                              |           |             |                        |

\*Check# 3230 for NJ SNA (Annual Conference Registration) - (September Bills) VOIDED

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**KIDS CORNER  
BILLS LIST  
OCTOBER 2016**

| Check #      | Vendor                               | Amount           | Exp. Category   |
|--------------|--------------------------------------|------------------|-----------------|
|              |                                      |                  |                 |
| 1615         | Proforma                             | \$ 397.50        | supplies        |
| 1616         | Hamilton Twp Schools Café            | \$ 2,032.50      | snacks          |
| 1617         | Sam's                                | \$ 255.84        | supplies        |
|              |                                      |                  |                 |
|              |                                      |                  |                 |
|              |                                      |                  |                 |
|              |                                      |                  |                 |
|              |                                      |                  |                 |
|              |                                      |                  |                 |
|              |                                      |                  |                 |
|              |                                      |                  |                 |
|              |                                      |                  |                 |
| <b>WIRES</b> | <b>Hamilton Township Board of Ed</b> | <b>19,342.58</b> | <b>Salaries</b> |
|              |                                      |                  |                 |
|              | <b>TOTAL</b>                         | <b>22,028.42</b> |                 |
|              |                                      |                  |                 |
|              | <b>*previously skipped</b>           |                  |                 |
|              |                                      |                  |                 |
|              |                                      |                  |                 |
|              |                                      |                  |                 |
|              |                                      |                  |                 |
|              |                                      |                  |                 |
|              | <b>Recapitulation:</b>               |                  |                 |
|              | <b>Salaries</b>                      | <b>19,342.58</b> |                 |
|              | <b>Snacks</b>                        | <b>2,032.50</b>  |                 |
|              | <b>Refund</b>                        | <b>-</b>         |                 |
|              | <b>Misc.</b>                         | <b>-</b>         |                 |
|              | <b>Supplies</b>                      | <b>653.34</b>    |                 |
|              |                                      |                  |                 |
|              | <b>TOTAL</b>                         | <b>22,028.42</b> |                 |
|              |                                      |                  |                 |
|              | <b>Difference</b>                    | <b>-</b>         |                 |

**COMMUNITY EDUCATION  
BILLS LIST  
OCTOBER 2016**

| Check # | Vendor                 | Amount      | Exp. Category |
|---------|------------------------|-------------|---------------|
|         | No Checks              | \$ -        |               |
|         |                        |             |               |
|         |                        |             |               |
|         |                        |             |               |
|         |                        |             |               |
|         |                        |             |               |
|         |                        |             |               |
|         |                        |             |               |
|         |                        |             |               |
|         |                        |             |               |
| WIRE    | Hamilton Township BOE  | \$ 4,471.96 | Salaries      |
|         |                        |             |               |
|         |                        |             |               |
|         |                        | \$ 4,471.96 |               |
|         |                        |             |               |
|         |                        |             |               |
|         |                        |             |               |
|         |                        |             |               |
|         |                        |             |               |
|         | <b>Recapitulation:</b> |             |               |
|         | Instruction            | \$ -        |               |
|         | Salaries               | \$ 4,471.96 |               |
|         | Supplies               | \$ -        |               |
|         | Other                  | \$ -        |               |
|         |                        |             |               |
|         |                        | \$ 4,471.96 |               |
|         |                        |             |               |
|         |                        |             |               |

\*PREVIOUSLY SKIPPED

**CAMP BLUE STAR  
BILLS LIST  
OCTOBER 2016**

| Check # | Vendor                 | Amount              | Exp. Category           |
|---------|------------------------|---------------------|-------------------------|
| 2153    | Loretta Capobianco     | \$ 200.00           | Other-Deposit Refund    |
| 2154    | Crystal Angelo         | \$ 200.00           | Other-Deposit Refund    |
| 2155    | Marie Federico         | \$ 200.00           | Other-Deposit Refund    |
| 2156    | Anatalia Castro        | \$ 400.00           | Other-Deposit Refund    |
| 2157    | Michele Shillito       | \$ 200.00           | Other-Deposit Refund    |
| 2158    | Patty Phillippy        | \$ 200.00           | Other-Deposit Refund    |
| 2159    | Brittany Benjamin      | \$ 200.00           | Other-Deposit Refund    |
| 2160    | Shanai Kidd            | \$ 200.00           | Other-Deposit Refund    |
| 2161    | GEHRSD                 | \$ 1,227.74         | Other-Bus Trip          |
| 2162    | GEHRSD                 | \$ 1,799.04         | Other-Bus Trip          |
| 2163    | Sam's Club             | \$ 355.63           | Supplies                |
| 2164    | Sugarhill Deli         | \$ 241.20           | Supplies                |
| WIRE    | Hamilton Township BOE  | \$ -                | Salaries                |
| WIRE    | Community Education    | \$ 10,000.00        | Transfer Between Accts. |
|         | <b>TOTAL</b>           | <b>15,423.61</b>    |                         |
|         | <b>Recapitulation:</b> |                     |                         |
|         | <b>Instruction</b>     | <b>\$ -</b>         |                         |
|         | <b>Salaries</b>        | <b>\$ -</b>         |                         |
|         | <b>Supplies</b>        | <b>\$ 596.83</b>    |                         |
|         | <b>Other</b>           | <b>\$ 14,826.78</b> |                         |
|         |                        | <b>\$ 15,423.61</b> |                         |

\*PREVIOUSLY SKIPPED

\*\*\*CORRECTION

**TRAVEL APPROVAL FORM**

November 28, 2016

| <u>Staff/Board Member</u>   | <u>Title</u>       | <u>Name of Seminar or Workshop</u>  | <u>Location</u>     | <u>Date(s)</u>   | <u>Registration Cost</u> | <u>Estimated Other Costs</u>         |
|-----------------------------|--------------------|---|---------------------|------------------|--------------------------|--------------------------------------|
| Jane Barrett                | School Nurse       | Educational Leadership Workshop for School Nurse Leaders  | North Brunswick, NJ | 11/16/16         | \$0                      | \$0                                  |
| Jane Flanagan               | Special Ed Teacher | Response to Intervention: Practical Strategies for Interviewing with Students before they fall too far behind in math | Cherry Hill, NJ     | 1/4/17           | \$245.00                 | \$55.08 (mileage)                    |
| Virginia Dzialo             | ELL Teacher        | NJTESOL/NJBE Spring Conference  | New Brunswick, NJ   | 5/31/17 & 6/1/17 | \$279.00                 | \$106.76 (mileage)                   |
| Megan Ferguson & Amy Carter | ELA/ESL Teacher    | Leadership Summit   | Monroe Twp., NJ     | 12/1/16          | \$0                      | \$57.66                              |
| Vanessa Decesari            | Physical Therapist | Practical Treatment Strategies for Children with Sensory Processing Disorders   | Cherry Hill, NJ     | 1/11/17          | \$199.99                 | \$24.24 (mileage)                    |
| Cheryl Porteca              | Acctg. Supervisor  | NJASBO- Chart of Accounts & Artemis Records Retention   | Mt. Laurel, NJ      | 12/8/16          | \$0                      | \$30.00 (mileage)<br>\$10.00 (tolls) |
|                             |                    |   |                     |                  |                          |                                      |
|                             |                    |   |                     |                  |                          |                                      |
|                             |                    |   |                     |                  |                          |                                      |
|                             |                    |   |                     |                  |                          |                                      |
|                             |                    |   |                     |                  |                          |                                      |
|                             |                    |   |                     |                  |                          |                                      |
|                             |                    |   |                     |                  |                          |                                      |
|                             |                    |   |                     |                  |                          |                                      |
|                             |                    |   |                     |                  |                          |                                      |
|                             |                    |   |                     |                  |                          |                                      |
|                             |                    |   |                     |                  |                          |                                      |

*Finance-H*

Policy-1

# POLICY GUIDE

2415.30/page 1 of 5

Title I – Educational Stability for Children in Foster Care

Nov 16

M

[See POLICY ALERT No. 210]

## 2415.30 TITLE I – EDUCATIONAL STABILITY FOR CHILDREN IN FOSTER CARE

The Federal Every Student Succeeds Act (ESSA), which reauthorized the Elementary and Secondary Education Act (ESEA), initiated protections for children in foster care that further enhanced the requirements of the Fostering Connections to Success and Increasing Adoptions Act of 2008 (Fostering Connections Act). These provisions require school districts to work with child welfare agencies to ensure the educational stability of children in foster care. New Jersey statutes support and implement Federal legislation and require New Jersey's child welfare agencies and school districts to collaborate and to keep children placed in foster care in the same school when their living placements change if remaining in that school is in the child's best interest. The educational stability of children in foster care is the joint responsibility of both the educational and child welfare systems.

The **Supervisor of Special Education** shall be designated as the Board of Education's point of contact person for all matters related to the educational stability for children in foster care. The point of contact person for the school district shall not be the same person designated as the school district liaison for the education of homeless children.

For the purpose of this Policy, "child welfare agency" shall be the New Jersey Department of Children and Families.

For the purpose of this Policy, "foster care" means twenty-four hour substitute care for children placed away from their parents and for whom the child welfare agency has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes.

For the purpose of this Policy, "school of origin" is the school district in which the child is enrolled at the time of placement in foster care or the school district of residence as per N.J.S.A. 30:4C-26 and N.J.S.A. 18A:7B-12.

A child in foster care shall remain in his/her school of origin if it is determined to be in the best interest of the child for the duration of time in foster care.

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# POLICY GUIDE

PROGRAM

2415.30/page 2 of 5

Title I – Educational Stability for Children in Foster Care

If a student attending the school district in accordance with the provisions of N.J.S.A. 18A:38-1 et seq. is placed in foster care, the school district contact person will collaborate with child welfare agencies to determine whether it is in the child's best interest to remain in the school district taking into consideration all factors relating to the child's best interest. These factors shall include the appropriateness of the current educational setting and proximity of placement (ESEA Section 1111(g)(1)(E)(i)). These factors may include, but are not limited to:

1. Preferences of the child;
2. Preferences of the child's parent(s) or educational decision maker(s);
3. The child's attachment to the school, including meaningful relationships with staff and peers;
4. The proximity of the resource family home to the child's present school;
5. The age and grade level of the child as it relates to the other best-interest factors;
6. The needs of the child, including social adjustment and well-being;
7. The child's performance, continuity of education, and engagement in the school the child presently attends;
8. The child's special education programming if the child is classified;
9. The point of time in the school year;
10. The child's permanency goal and likelihood of reunification;
11. The anticipated duration of the placement;
12. Placement of the child's sibling(s);

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# POLICY GUIDE

PROGRAM

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Title I – Educational Stability for Children in Foster Care

13. Influence of the school climate on the child, including safety;
14. The availability and quality of the services in the school to meet the child's educational and socioemotional needs;
15. History of school transfers and how they have impacted the child;
16. How the length of the commute would impact the child, based on the child's developmental stage;
17. Whether the child is a student with a disability under the Individuals with Disabilities Act (IDEA) who is receiving special education and related services or a student with a disability under Section 504 who is receiving special education or related aids and services and, if so, the availability of those required services in a school other than the school of origin; and
18. Whether the child is an English language learner (ELL) and is receiving language services, and, if so, the availability of those required services in a school other than the school of origin, consistent with Title VI and the Equal Educational Opportunities Act of 1974 (EEOA).

The school district's contact person will discuss these factors and will make every effort to gather meaningful input and participation from the relevant parties, including appropriate school personnel, in the best-interest determination.

Eligible students with disabilities retain their right to receive a free appropriate public education in the least restrictive environment. When making a best-interest determination regarding the educational placement of a student with a disability under IDEA and Section 504, the Board must ensure that all required special education and related services are provided in the least restrictive placement where the child's unique needs, as described in the student's Individualized Education Program (IEP) or Section 504 Plan, can be met. The school district will identify and assess all potential ELL students and provide all ELL students, including ELL students in foster care, with a language assistance program that is educationally sound and proven successful. When a best-interest determination is made for an ELL student in foster care, the Board of Education will comply with its obligations under Title VI and the EEOA.

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# POLICY GUIDE

PROGRAM

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Title I – Educational Stability for Children in Foster Care

To the extent feasible, a child shall remain in his/her school of origin until a final best-interest determination is made. The child welfare agency will notify the school district of origin of the child's school placement after collaboration with the Board of Education's point of contact person and after the child's best-interest determination has been made. If a change of school is recommended by the child welfare agency, the new school shall immediately contact the school of origin to obtain relevant academic and other records of the foster care child. The financial responsibility for the payment of tuition for a foster care child placed outside the school district of origin and attending school outside the school district of origin shall be determined by the Commissioner of Education in accordance with N.J.S.A. 18A:7B-12 – Determination of District of Residence.

A foster care child who has been placed in this district and exits foster care during the school year **will** be permitted to continue in this school district for the remainder of the school year.

In the event there is a disagreement regarding school placement for a child in foster care, the school district will comply with the legal requirements for resolving the dispute. A parent can appeal a best-interest determination whenever the child changes schools.

Children placed in foster care outside the school district of origin, attending a school in that district, will be provided transportation to and from school in accordance with N.J.A.C. 6A:27-6.1 et seq. and the Transportation Policy of that district. The district of origin is financially responsible for transportation costs to and from school.

Children placed in foster care outside the school district of origin, but remaining in a school within the school district of origin, shall receive transportation to and from school on a "cost-efficient" manner and in accordance with Section 475(4)(A) of the Social Security Act for the duration of the time the child is in foster care. The district of origin is financially responsible for transportation costs to and from school.

The cost of transportation shall not be considered when determining the best interest of the child.

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# POLICY GUIDE

PROGRAM

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Title I – Educational Stability for Children in Foster Care

Section 475(4)(A) of the Social Security Act provides guidance on “cost-effective” transportation as it relates to the cost of reasonable travel for foster care children placed outside the school district of origin to their school of origin indicating: the child may be dropped off at a bus stop just within the school district of origin to be transported to a school in the district of origin; the school district may offer a public transportation option; the foster care parents or other families may be willing to drive the child to school in the school district of origin; the school district may utilize pre-existing bus routes or stops close to the out-of-district foster care placement that cross school district boundaries; or the foster care child may be eligible for transportation under other Federal or State requirements.

In the event there is a disagreement regarding transportation for a child in foster care, the school district will comply with the New Jersey Department of Education requirements for resolving the dispute. The Board of Education shall provide or arrange for adequate and appropriate transportation for foster care children while any disputes are being resolved.

In all cases regarding student data and records, the Board of Education will comply with all statutory requirements to protect student privacy, including Family Education Rights and Privacy Act (FERPA), and all other privacy requirements under Federal laws, State statutes, and administrative codes.

N.J.S.A. 18A:7B-12

N.J.S.A. 30:4C-26

New Jersey Department of Education Memorandum dated October 4, 2016 –

Ensuring Educational Stability for Children in Foster Care

United States Departments of Education and Health and Human Services – Non-

Regulatory Guidance - Ensuring Educational Stability for Children in Foster

Care – June 23, 2016

Adopted:

November, 2016

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# POLICY

Teaching Staff Members  
3216/Page 1 of 2  
DRESS AND GROOMING

## 3216 DRESS AND GROOMING

Teachers set an example in dress and grooming for their students to follow. The Board of Education believes that the appearance of staff members is an important component of the educational program of the school district. School staff members are employees who are role models and whose attitude about their professional responsibilities and the importance of education in the lives of their pupils are reflected in their dress and appearance.

Accordingly, in order to create an atmosphere of respect for staff and an environment conducive to discipline and learning, the Board establishes the following guidelines for staff members' attire in the performance of their professional duties during every school day:

1. Female staff members may wear dresses, skirts (appropriate length no more than two inches above the knee), or slacks with appropriate tops.
  - a. Dress and tops can be sleeveless, however, tank tops, straps or elastic holding up a top, cut-out or see through elements are not permitted.
  - b. T-shirts are not permitted.
  - c. Women's slacks must be ankle length or no more than five inches above the ankle.
  - d. Shirts, blouses and dresses must cover the back, waist, and/or midriff.
2. Male staff members may wear suits or slacks, with or without jackets. Male staff members must wear a collared dress shirt with a necktie or a turtleneck shirt/sweater.
  - a. **Except for the first week of school, crew neck or non-collared shirts are permitted until October 1<sup>st</sup> and after May 1<sup>st</sup> for the remaining school year.**
3. Appropriate footwear must be worn with safety being the main concern. Sneakers/athletic shoes, flip flops, clogs, and or work boots are not acceptable footwear (except with written medical prescription). Closed toed shoes with backs are encouraged. Staff members may change footwear for outside duty.
4. Denim or chambray jeans of any kind or color are not permitted. Denim or chambray shirts and jackets are not considered business attire and are prohibited.

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# POLICY

## HAMILTON TOWNSHIP BOARD OF EDUCATION

Teaching Staff Members  
3216/Page 2 of 2  
DRESS AND GROOMING

5. Sweat tops/pants, team jerseys, and leggings are not permitted. Holiday sweatshirts may be worn during the appropriate season.
6. **“Jeans Day”/Dress Down Day may be utilized as a fundraiser at the direction of the CSA or the Designee.**
7. **Amendments to this Policy may be considered in regards to a specific assignment demands at the discretion of the CSA or the Designee, i.e. Physical Education, Field Trips, etc.**
8. **Spirit Day and Holiday dress down events may also be approved by the CSA or the Designee.**

A staff member violating the dress code policy may be subject to disciplinary measures including but not limited to: a verbal warning, written reprimand, withholding of an increment, charges of insubordination, or other sanctions as permitted by law.

### Severability

The dress code policy shall be deemed to be severable. If any section is found to be unreasonable or void by a forum of competent jurisdiction, only that section shall be deemed deleted.

N.J.S.A. 18A:27-4

Adopted: 17 October 2000  
Revised: 20 August 2002  
Revised: 2 September 2003  
Revised: September 2010  
Revised: November, 2016

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**SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT**

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills and safety education

- (a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.
  - 1. All other students shall receive school bus evacuation instruction at least once within the school year.
- (b). The school bus driver and bus aide shall participate in the emergency exit drills.
- (c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.
- (d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:
  - 1. Date of the drill;
  - 2. Time of day the drill was conducted;
  - 3. School name;
  - 4. Location of the drill;
  - 5. Route number(s) included in the drill; and
  - 6. Name of school principal, or person(s) assigned, who supervised the drill.

**REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION**

Date of the school bus emergency evacuation drill: 11/14/16

Time of day the drill was conducted: 8:45-9:05 am

School Name: Shaner Elementary School

Location of the Emergency Evacuation Drill: 3rd street curb and lawn

Route Number(s): All Shaner routes

Name of the school principal/person(s) overseeing the drill: Stephanie Wroniuk

Other information relative to the emergency evacuation drill:  
\_\_\_\_\_  
\_\_\_\_\_

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# SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills and safety education

(a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.

1. All other students shall receive school bus evacuation instruction at least once within the school year.

(b). The school bus driver and bus aide shall participate in the emergency exit drills.

(c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.

(d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:

1. Date of the drill;
2. Time of day the drill was conducted;
3. School name;
4. Location of the drill;
5. Route number(s) included in the drill; and
6. Name of school principal, or person(s) assigned, who supervised the drill.

## REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: November, 4, 2016

Time of day the drill was conducted: 8:45-9:10

School Name: G.L. Hess

Location of the Emergency Evacuation Drill: Drop Off Location

Route Number(s): HS-1 through HS37 and all small busses and PK Busses

Name of the school principal/person(s) overseeing the drill: D. Neff

Other information relative to the emergency evacuation drill:

The Director of Transportation, Mr. Hinkeldey was present for the drill.

# SCHOOL BUS EMERGENCY EVACUATION DRILL REPORT

School Bus emergency evacuation drills shall be conducted twice each school year according to the New Jersey Administrative Code (NJAC 6A:27-11.2).

Emergency evacuation drills and safety education

(a). School administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school.

1. All other students shall receive school bus evacuation instruction at least once within the school year.

(b). The school bus driver and bus aide shall participate in the emergency exit drills.

(c). Drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity.

(d). Drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but are not limited to, the following:

1. Date of the drill;
2. Time of day the drill was conducted;
3. School name;
4. Location of the drill;
5. Route number(s) included in the drill; and
6. Name of school principal, or person(s) assigned, who supervised the drill.

## REPORT OF THE COMPLETION OF THE SCHOOL BUS EMERGENCY EVACUATION DRILL TO THE BOARD OF EDUCATION

Date of the school bus emergency evacuation drill: November 8, 2016

Time of day the drill was conducted: 7:25 a.m. - 7:55 a.m.

School Name: William Davies Middle School

Location of the Emergency Evacuation Drill: 1876 Dr. Dennis Foreman Drive, Mays Landing, NJ

(Back of the Building-Normal Drop-Off Location - Rear of the bus drills were conducted)

Route Number(s): DA 1-5, DA 7-30, and DSE 1-5

Name of the school principal/person(s) overseeing the drill: Stephen P. Santilli, Admin., Duty Staff

Other information relative to the emergency evacuation drill:

Weather: Sunny and approximately 38 Degrees

Rear of the Bus Evacuations were completed and overall the drill ran smoothly and was successful.

Follow-up with Shepard Bus Company will occur for minor issues that were observed during the drill.

Transportation-2

**REQUEST FOR TRIP APPROVAL**  
**Hamilton Township Public Schools Transportation**  
**School Year 2016/2017**

Choir/Band \_\_\_ Athletic \_\_\_ Field X (Please check one)  
**Request must be submitted at least 45 days prior to trip**  
(Please note that once a trip has been scheduled, all future changes  
**must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office**)

School: Davies Teacher: Brian Beck Date of Request: 11/8/16

1. Nature of Trip & **Exact Location of Destination:** Student Government/Social Studies Trip to the State House in Trenton, NJ 125 West State Street Trenton, NJ 08608
2. No. of Students: Approx 30-35 3. Grade Level: 7<sup>th</sup>/8<sup>th</sup> 4. Substitute Needed? YES
5. Teacher(s) in charge: Brian Beck, Jamie Hayden, Graig Stanford
6. No. of Adults: 0 Chaperones 3 Teachers
7. **Date of Trip:** December 9<sup>th</sup> 2016 **Day of Week:** Friday  
(**NO RAIN DATES - TRIP MUST BE RE-SCHEDULED**)
8. **Time of Departure From School:** 8:15 am Arrival at Destination: 9:30 am
9. Time of Departure From Destination: 12:45pm **Arrival Back at School:** 2:00pm
10. Provide any additional comments or information necessary for transportation: State ouse Express Application through Eagleton (Rutgers) should off-set majority of transportation costs.

**Building Principal** *Stephen Santilli* Date 11/15/16  
*The Building Principal must sign this form and then it should be forwarded to the Board Office, attention Terry Vogt, Secretary to the Superintendent for processing.*

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11/15/16 Terry Vogt, Sec. to the Superintendent *Terry Vogt*

       **APPROVED**        **NOT APPROVED BY** *Frank Vogel*  
Frank Vogel, Superintendent of Schools

# of Buses Needed: 1 Total Cost 451.63  
Faxed (e-mailed) to Sheppard Bus Company: 11-15-16  
Date

**CONFIRMATION**

**Confirmed by Sheppard Bus Co. on:** 11-15-16

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to *Brian Beck* on 11-16-16  
Teacher Date

**REQUEST FOR TRIP APPROVAL**  
**Hamilton Township Public Schools Transportation**  
**School Year 2016-2017**

Choir/Band \_\_\_ Athletic **x** Field \_\_\_ (Please check one)

**Request must be submitted at least 45 days prior to trip**

(Please note that once a trip has been scheduled, all future changes  
**must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office)**

School: Davies

Teacher: Todd Morey

Date of Request: 11/17/16

1. Nature of Trip & **Exact Location** of **Destination**: Boys Basketball & Girls Basketball

Linwood Holiday Tournament, Belhaven Middle School Linwood, NJ

2. No. of Students: 36

3. Grade Level: 6, 7, 8

4. Substitute Needed? No

5. Teacher(s) in charge: Todd Morey, Brian Jenner, Kim Mathis & Joshua Akers

6. No. of Adults: \_\_\_\_\_ Chaperones

4 Teachers

7. **Date of Trip**: 12/14/16

**Day of Week**: Wednesday

**(NO RAIN DATES - TRIP MUST BE RE-SCHEDULED)**

8. **Time of Departure From School**: 2:30 Arrival at Destination: 3:00

9. Time of Departure From Destination: 6:00 **Arrival Back at School**: 6:30

10. Provide any additional comments or information necessary for transportation: \_\_\_\_\_

**Building Principal** Stephen Santilli

**Date** 11/18/16

*The Building Principal must sign this form and then it should be forwarded to the Board Office, attention Terry Vogt, Secretary to the Superintendent for processing.*

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11-21-16

Terry Vogt, Sec. to the Superintendent Terry Vogt

**APPROVED** [Signature]

**NOT APPROVED BY** \_\_\_\_\_

Frank Vogel, Superintendent of Schools

# of Buses Needed: 1

Total Cost 331.63

Faxed/e-mailed to Sheppard Bus Company: 11-21-16

Date

**CONFIRMATION**

**Confirmed by Sheppard Bus Co. on:** 11-21-16 Coy# 309999

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to Todd Morey on 11-21-16

Teacher Kim M.

Date

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**REQUEST FOR TRIP APPROVAL**  
**Hamilton Township Public Schools Transportation**  
**School Year 2016-2017**

Choir/Band \_\_\_\_\_ Athletic  Field \_\_\_\_\_ (Please check one)

**Request must be submitted at least 45 days prior to trip**

(Please note that once a trip has been scheduled, all future changes  
**must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office)**

School: Davies

Teacher: Todd Morey

Date of Request: 11/17/16

1. Nature of Trip & **Exact Location** of **Destination**: Boys Basketball & Girls Basketball

Linwood Holiday Tournament, Belhaven Middle School Linwood, NJ

2. No. of Students: 36

3. Grade Level: 6, 7, 8

4. Substitute Needed? No

5. Teacher(s) in charge: Todd Morey, Brian Jenner, Kim Mathis & Joshua Akers

6. No. of Adults: \_\_\_\_\_ Chaperones

4 Teachers

7. **Date of Trip**: 12/15/16

**Day of Week**: Thursday

(NO RAIN DATES - TRIP MUST BE RE-SCHEDULED)

8. **Time of Departure From School**: 2:30 Arrival at Destination: 3:00

9. Time of Departure From Destination: 6:00 **Arrival Back at School**: 6:30

10. Provide any additional comments or information necessary for transportation: \_\_\_\_\_

**Building Principal** [Signature]

Date 11/18/16

*The Building Principal must sign this form and then it should be forwarded to the Board Office, attention Terry Vogt, Secretary to the Superintendent for processing.*

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11-21-16

Terry Vogt, Sec. to the Superintendent

[Signature]

**APPROVED**

**NOT APPROVED BY**

[Signature]  
Frank Vogel, Superintendent of Schools

# of Buses Needed: 1

Total Cost 331.63

Faxed/e-mailed to Sheppard Bus Company: 11-21-16

Date

**CONFIRMATION**

**Confirmed by Sheppard Bus Co. on:** 11-21-16 Copy # 310000

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to Todd Morey and Kim

Teacher [Signature]

on 11-21-16

Date

**REQUEST FOR TRIP APPROVAL**  
**Hamilton Township Public Schools Transportation**  
**School Year 2016-2017**

Choir/Band \_\_\_ Athletic x Field \_\_\_ (Please check one)

**Request must be submitted at least 45 days prior to trip**

(Please note that once a trip has been scheduled, all future changes  
must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office)

School: Davies

Teacher: Todd Morey

Date of Request: 11/17/16

1. Nature of Trip & **Exact Location** of **Destination**: Boys Basketball & Girls Basketball

Linwood Holiday Tournament, Belhaven Middle School Linwood, NJ

2. No. of Students: 36

3. Grade Level: 6, 7, 8

4. Substitute Needed? No

5. Teacher(s) in charge: Todd Morey, Brian Jenner, Kim Mathis & Joshua Akers

6. No. of Adults: \_\_\_\_\_ Chaperones

4 Teachers

7. **Date of Trip**: 12/19/16

**Day of Week**: Monday

**(NO RAIN DATES - TRIP MUST BE RE-SCHEDULED)**

8. **Time of Departure From School**: 2:30 Arrival at Destination: 3:00

9. Time of Departure From Destination: 6:00 **Arrival Back at School**: 6:30

10. Provide any additional comments or information necessary for transportation: \_\_\_\_\_

**Building Principal** [Signature]

**Date** 11/18/16

*The Building Principal must sign this form and then it should be forwarded to the Board Office, attention Terry Vogt, Secretary to the Superintendent for processing.*

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11-21-16

Terry Vogt, Sec. to the Superintendent [Signature]

**APPROVED**

**NOT APPROVED BY** \_\_\_\_\_

[Signature]  
Frank Vogel, Superintendent of Schools

# of Buses Needed: 1

Total Cost 331.63

Faxed/e-mailed to Sheppard Bus Company: 11-21-16

Date

**CONFIRMATION**

**Confirmed by Sheppard Bus Co. on:** 11-21-16 #310001

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to Todd Morey & Kim on 11-21-16  
Teacher [Signature] Date

**REQUEST FOR TRIP APPROVAL**  
**Hamilton Township Public Schools Transportation**  
**School Year 2016-2017**

Choir/Band \_\_\_ Athletic x Field \_\_\_ (Please check one)

**Request must be submitted at least 45 days prior to trip**

(Please note that once a trip has been scheduled, all future changes  
**must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office**)

School: Davies

Teacher: Todd Morey

Date of Request: 11/17/16

1. Nature of Trip & **Exact Location of Destination:** Boys Basketball & Girls Basketball

Linwood Holiday Tournament, Belhaven Middle School Linwood, NJ

2. No. of Students: 36

3. Grade Level: 6, 7, 8

4. Substitute Needed? No

5. Teacher(s) in charge: Todd Morey, Brian Jenner, Kim Mathis & Joshua Akers

6. No. of Adults: \_\_\_\_\_ Chaperones

4 Teachers

7. **Date of Trip:** 12/20/16

**Day of Week:** Tuesday

**(NO RAIN DATES - TRIP MUST BE RE-SCHEDULED)**

8. **Time of Departure From School:** 2:30 Arrival at Destination: 3:00

9. Time of Departure From Destination: 6:00 **Arrival Back at School:** 6:30

10. Provide any additional comments or information necessary for transportation: \_\_\_\_\_

**Building Principal** [Signature]

**Date** 11/18/16

*The Building Principal must sign this form and then it should be forwarded to the Board Office, attention Terry Vogt, Secretary to the Superintendent for processing.*

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11-21-16

Terry Vogt, Sec. to the Superintendent [Signature]

**APPROVED**

**NOT APPROVED BY** \_\_\_\_\_

Frank Vogel, Superintendent of Schools

# of Buses Needed: 1

Total Cost 331.63

Faxed/e-mailed to Sheppard Bus Company: 11-21-16

Date

**CONFIRMATION**

**Confirmed by Sheppard Bus Co. on:** 11-21-16 Copy# 31002

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to Todd Morey & Kim on 11-21-16  
Teacher [Signature] Date

**REQUEST FOR TRIP APPROVAL**  
**Hamilton Township Public Schools Transportation**  
**School Year 2016-2017**

Choir/Band \_\_\_ Athletic x Field \_\_\_ (Please check one)

**Request must be submitted at least 45 days prior to trip**

(Please note that once a trip has been scheduled, all future changes  
**must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office)**

School: Davies

Teacher: Todd Morey

Date of Request: 11/17/16

1. Nature of Trip & **Exact Location of Destination:** Boys Basketball & Girls Basketball

Linwood Holiday Tournament, Belhaven Middle School Linwood, NJ

2. No. of Students: 36

3. Grade Level: 6, 7, 8

4. Substitute Needed? No

5. Teacher(s) in charge: Todd Morey, Brian Jenner, Kim Mathis & Joshua Akers

6. No. of Adults: \_\_\_\_\_ Chaperones

4 Teachers

7. **Date of Trip:** 12/21/16

**Day of Week:** Wednesday

(NO RAIN DATES - TRIP MUST BE RE-SCHEDULED)

8. **Time of Departure From School:** 2:30 Arrival at Destination: 3:00

9. Time of Departure From Destination: 6:00 **Arrival Back at School:** 6:30

10. Provide any additional comments or information necessary for transportation: \_\_\_\_\_

Building Principal [Signature]

Date 11/18/16

*The Building Principal must sign this form and then it should be forwarded to the Board Office, attention  
Terry Vogt, Secretary to the Superintendent for processing.*

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11-21-16

Terry Vogt, Sec. to the Superintendent

[Signature]

[Signature] APPROVED

NOT APPROVED BY \_\_\_\_\_

[Signature]  
Frank Vogel, Superintendent of Schools

# of Buses Needed: 1

Total Cost 331.63

Faxed/e-mailed to Sheppard Bus Company: 11-21-16

Date

**CONFIRMATION**

Confirmed by Sheppard Bus Co. on: 11-21-16 Copy # 310003

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to Todd Morey Kim

Teacher JA

on 11-21-16

Date

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**REQUEST FOR TRIP APPROVAL**  
**Hamilton Township Public Schools Transportation**  
**School Year 2016-2017**

Choir/Band \_\_\_ Athletic  Field \_\_\_ (Please check one)

**Request must be submitted at least 45 days prior to trip**

(Please note that once a trip has been scheduled, all future changes  
**must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office)**

School: Davies

Teacher: Joshua Akers

Date of Request: 11/17/16

1. Nature of Trip & **Exact Location** of **Destination**: Girls Basketball

Mullica Twp Middle School 500 Elwood Rd Elwood, NJ 08217

2. No. of Students: 18

3. Grade Level: 6, 7, 8

4. Substitute Needed? No

5. Teacher(s) in charge: Kim Mathis & Josh Akers

6. No. of Adults: \_\_\_\_\_ Chaperones 2 Teachers

7. **Date of Trip**: 11/9/17 **Day of Week**: Monday  
**(NO RAIN DATES - TRIP MUST BE RE-SCHEDULED)**

8. **Time of Departure From School**: 2:30 Arrival at Destination: 3:00

9. Time of Departure From Destination: 5:00 **Arrival Back at School**: 5:30

10. Provide any additional comments or information necessary for transportation: \_\_\_\_\_

**Building Principal** [Signature] **Date** 11/18/16  
*The Building Principal must sign this form and then it should be forwarded to the Board Office, attention Terry Vogt, Secretary to the Superintendent for processing.*

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11-21-16 Terry Vogt, Sec. to the Superintendent [Signature]

**APPROVED**  **NOT APPROVED BY** \_\_\_\_\_  
Frank Vogel, Superintendent of Schools

# of Buses Needed: 1 Total Cost 331.63

Faxed/e-mailed to Sheppard Bus Company: 11-21-16  
Date

**CONFIRMATION**

**Confirmed by Sheppard Bus Co. on:** 11-21-16 - Copy# 310004

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to Joshua Akers on 11-21-16  
Teacher Kim M. Date

**REQUEST FOR TRIP APPROVAL**  
**Hamilton Township Public Schools Transportation**  
**School Year 2016-2017**

Choir/Band \_\_\_ Athletic  Field \_\_\_ (Please check one)

**Request must be submitted at least 45 days prior to trip**

(Please note that once a trip has been scheduled, all future changes  
must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office)

School: Davies

Teacher: Todd Morey

Date of Request: 11/17/16

1. Nature of Trip & **Exact Location** of **Destination**: Boys Basketball

Belhaven Middle School

2. No. of Students: 18

3. Grade Level: 6, 7, 8

4. Substitute Needed? No

5. Teacher(s) in charge: Todd Morey & Brian Jenner

6. No. of Adults: \_\_\_\_\_ Chaperones 2 Teachers

7. **Date of Trip**: 11/17 **Day of Week**: Wednesday  
(NO RAIN DATES - TRIP MUST BE RE-SCHEDULED)

8. **Time of Departure From School**: 2:30 Arrival at Destination: 3:00

9. Time of Departure From Destination: 5:00 **Arrival Back at School**: 5:30

10. Provide any additional comments or information necessary for transportation: \_\_\_\_\_

**Building Principal** [Signature] **Date** 11/18/16  
The Building Principal must sign this form and then it should be forwarded to the Board Office, attention Terry Vogt, Secretary to the Superintendent for processing.

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11-21-16 Terry Vogt, Sec. to the Superintendent [Signature]

**APPROVED**  **NOT APPROVED BY** [Signature]  
Frank Vogel, Superintendent of Schools

# of Buses Needed: 1 Total Cost 331.63

Faxed/e-mailed to Sheppard Bus Company: 11-21-16  
Date

**CONFIRMATION**

**Confirmed by Sheppard Bus Co. on:** 11-21-16 # 310005

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to Todd Morey & Kern on 11-21-16  
Teacher [Signature] Date

[Signature]

**REQUEST FOR TRIP APPROVAL**  
**Hamilton Township Public Schools Transportation**  
**School Year 2016-2017**

Choir/Band \_\_\_\_\_ Athletic  Field \_\_\_\_\_ (Please check one)

**Request must be submitted at least 45 days prior to trip**

(Please note that once a trip has been scheduled, all future changes  
**must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office)**

School: Davies

Teacher: Joshua Akers

Date of Request: 11/17/16

1. Nature of Trip & **Exact Location of Destination:** Girls Basketball

Upper Township Middle School

2. No. of Students: 18

3. Grade Level: 6, 7, 8

4. Substitute Needed? No

5. Teacher(s) in charge: Kim Mathis & Josh Akers

6. No. of Adults: \_\_\_\_\_ Chaperones 2 Teachers

7. **Date of Trip:** 1/18/17 **Day of Week:** Wednesday  
(**NO RAIN DATES - TRIP MUST BE RE-SCHEDULED**)

8. **Time of Departure From School:** 2:30 Arrival at Destination: 3:00

9. Time of Departure From Destination: 5:00 **Arrival Back at School:** 5:30

10. Provide any additional comments or information necessary for transportation: \_\_\_\_\_

**Building Principal** [Signature] Date 11/18/16  
*The Building Principal must sign this form and then it should be forwarded to the Board Office, attention Terry Vogt, Secretary to the Superintendent for processing.*

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11-21-16 Terry Vogt, Sec. to the Superintendent [Signature]

**APPROVED**  **NOT APPROVED BY** [Signature]  
Frank Vogel, Superintendent of Schools

# of Buses Needed: 1 Total Cost 331.63

Faxed/e-mailed to Sheppard Bus Company: 11-21-16  
Date

**CONFIRMATION**

**Confirmed by Sheppard Bus Co. on:** 11-21-16 Copy # 310006

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to Joshua Akers & Kim on 11-21-16  
Teacher JA Date

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**REQUEST FOR TRIP APPROVAL**  
**Hamilton Township Public Schools Transportation**  
**School Year 2016-2017**

Choir/Band \_\_\_ Athletic  Field \_\_\_ (Please check one)

**Request must be submitted at least 45 days prior to trip**

(Please note that once a trip has been scheduled, all future changes  
**must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office)**

School: Davies

Teacher: Joshua Akers

Date of Request: 11/17/16

1. Nature of Trip & **Exact Location** of **Destination**: Girls Basketball

Northfield Community School

2. No. of Students: 18

3. Grade Level: 6, 7, 8

4. Substitute Needed? No

5. Teacher(s) in charge: Kim Mathis & Josh Akers

6. No. of Adults: \_\_\_\_\_ Chaperones

2 Teachers

7. **Date of Trip**: 1/20/17

**Day of Week**: Friday

**(NO RAIN DATES - TRIP MUST BE RE-SCHEDULED)**

8. **Time of Departure From School**: 2:30 Arrival at Destination: 3:00

9. Time of Departure From Destination: 5:00 **Arrival Back at School**: 5:30

10. Provide any additional comments or information necessary for transportation: \_\_\_\_\_

**Building Principal** [Signature]

Date 11/18/16

*The Building Principal must sign this form and then it should be forwarded to the Board Office, attention Terry Vogt, Secretary to the Superintendent for processing.*

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11-21-16

Terry Vogt, Sec. to the Superintendent [Signature]

**APPROVED**

**NOT APPROVED BY**

[Signature]  
Frank Vogel, Superintendent of Schools

# of Buses Needed: 1

Total Cost 331.63

Faxed/e-mailed to Sheppard Bus Company: 11-21-16  
Date

**CONFIRMATION**

**Confirmed by Sheppard Bus Co. on:** 11-21-16 COPY # 310010

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to Joshua Akers & Kim on 11-21-16  
Teacher in. Date



**REQUEST FOR TRIP APPROVAL  
Hamilton Township Public Schools Transportation  
School Year 2016-2017**

Choir/Band \_\_\_\_\_ Athletic x Field \_\_\_\_\_ (Please check one)

**Request must be submitted at least 45 days prior to trip**

(Please note that once a trip has been scheduled, all future changes  
**must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office)**

School: Davies

Teacher: Todd Morey

Date of Request: 11/17/16

1. Nature of Trip & **Exact Location** of Destination: Boys Basketball

Galloway Township Middle School

2. No. of Students: 18

3. Grade Level: 6, 7, 8

4. Substitute Needed? No

5. Teacher(s) in charge: Todd Morey & Brian Jenner

6. No. of Adults: \_\_\_\_\_ Chaperones 2 Teachers

7. **Date of Trip:** 11/23/17 **Day of Week:** Monday  
**(NO RAIN DATES - TRIP MUST BE RE-SCHEDULED)**

8. **Time of Departure From School:** 2:30 Arrival at Destination: 3:00

9. Time of Departure From Destination: 5:00 **Arrival Back at School:** 5:30

10. Provide any additional comments or information necessary for transportation: \_\_\_\_\_

**Building Principal** [Signature] **Date** 11/18/16

*The Building Principal must sign this form and then it should be forwarded to the Board Office, attention Terry Vogt, Secretary to the Superintendent for processing.*

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11-21-16 Terry Vogt, Sec. to the Superintendent [Signature]

(A) **APPROVED** **NOT APPROVED BY** (A)  
Frank Vogel, Superintendent of Schools

# of Buses Needed: 1 Total Cost 331.63

Faxed/e-mailed to Sheppard Bus Company: 11-21-16  
Date

**CONFIRMATION**

**Confirmed by Sheppard Bus Co. on:** 11-21-16 Copy# 310011

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to Todd Morey and Kim on 11-21-16  
Teacher [Signature] Date

**REQUEST FOR TRIP APPROVAL**  
**Hamilton Township Public Schools Transportation**  
**School Year 2016-2017**

Choir/Band \_\_\_\_\_ Athletic  Field \_\_\_\_\_ (Please check one)

**Request must be submitted at least 45 days prior to trip**

(Please note that once a trip has been scheduled, all future changes  
must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office)

School: Davies

Teacher: Todd Morey

Date of Request: 11/17/16

1. Nature of Trip & **Exact Location** of **Destination**: Boys Basketball

Mullica Twp Middle School 500 Elwood Rd Elwood, NJ 08217

2. No. of Students: 18

3. Grade Level: 6, 7, 8

4. Substitute Needed? No

5. Teacher(s) in charge: Todd Morey & Brian Jenner

6. No. of Adults: \_\_\_\_\_ Chaperones 2 Teachers

7. **Date of Trip**: 1/25/17 **Day of Week**: Wednesday  
(NO RAIN DATES - TRIP MUST BE RE-SCHEDULED)

8. **Time of Departure From School**: 2:30 Arrival at Destination: 3:00

9. Time of Departure From Destination: 5:00 **Arrival Back at School**: 5:30

10. Provide any additional comments or information necessary for transportation: \_\_\_\_\_

**Building Principal** [Signature] **Date** 11/18/16

The Building Principal must sign this form and then it should be forwarded to the Board Office, attention Terry Vogt, Secretary to the Superintendent for processing.

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11-21-16 Terry Vogt, Sec. to the Superintendent [Signature]

**APPROVED**  **NOT APPROVED BY** [Signature]  
Frank Vogel, Superintendent of Schools

# of Buses Needed: 1 Total Cost 331.63

Faxed/e-mailed to Sheppard Bus Company: 11-21-16  
Date

**CONFIRMATION**

**Confirmed by Sheppard Bus Co. on:** 11-21-16 Copy # 310012

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to Todd Morey and Kim on 11-21-16  
Teacher Date

**REQUEST FOR TRIP APPROVAL**  
**Hamilton Township Public Schools Transportation**  
**School Year 2016-2017**

Choir/Band \_\_\_ Athletic  Field \_\_\_ (Please check one)

**Request must be submitted at least 45 days prior to trip**

(Please note that once a trip has been scheduled, all future changes  
**must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office)**

School: Davies

Teacher: Todd Morey

Date of Request: 11/17/16

1. Nature of Trip & **Exact Location** of **Destination**: Boys Basketball

Upper Twp Middle School

2. No. of Students: 18

3. Grade Level: 6, 7, 8

4. Substitute Needed? No

5. Teacher(s) in charge: Todd Morey & Brian Jenner

6. No. of Adults: \_\_\_\_\_ Chaperones 2 Teachers

7. **Date of Trip**: 1/30/17 **Day of Week**: Monday  
(**NO RAIN DATES - TRIP MUST BE RE-SCHEDULED**)

8. **Time of Departure From School**: 2:30 Arrival at Destination: 3:00

9. Time of Departure From Destination: 5:00 **Arrival Back at School**: 5:30

10. Provide any additional comments or information necessary for transportation: \_\_\_\_\_

**Building Principal** [Signature] **Date** 11/18/16

*The Building Principal must sign this form and then it should be forwarded to the Board Office, attention Terry Vogt, Secretary to the Superintendent for processing.*

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11-21-16 Terry Vogt, Sec. to the Superintendent [Signature]

**APPROVED**  **NOT APPROVED BY** [Signature]  
Frank Vogel, Superintendent of Schools

# of Buses Needed: 1 Total Cost 331.63

Faxed/e-mailed to Sheppard Bus Company: 11-21-16  
Date

**CONFIRMATION**

**Confirmed by Sheppard Bus Co. on:** 11-21-16 Conf # 310013

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to Todd Morey & Kim Mathis on 11-21-16  
Teacher Date

**REQUEST FOR TRIP APPROVAL**  
**Hamilton Township Public Schools Transportation**  
**School Year 2016-2017**

Choir/Band \_\_\_\_\_ Athletic  Field \_\_\_\_\_ (Please check one)

**Request must be submitted at least 45 days prior to trip**

(Please note that once a trip has been scheduled, all future changes must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office)

School: Davies

Teacher: Joshua Akers

Date of Request: 11/17/16

1. Nature of Trip & **Exact Location** of **Destination**: Girls Basketball

Belhaven Middle School

2. No. of Students: 18

3. Grade Level: 6, 7, 8

4. Substitute Needed? No

5. Teacher(s) in charge: Kim Mathis & Josh Akers

6. No. of Adults: \_\_\_\_\_ Chaperones 2 Teachers

7. **Date of Trip**: 2/1/17 **Day of Week**: Wednesday  
(NO RAIN DATES - TRIP MUST BE RE-SCHEDULED)

8. **Time of Departure From School**: 2:30 Arrival at Destination: 3:00

9. Time of Departure From Destination: 5:00 **Arrival Back at School**: 5:30

10. Provide any additional comments or information necessary for transportation: \_\_\_\_\_

**Building Principal** [Signature] Date 11/18/16

The Building Principal must sign this form and then it should be forwarded to the Board Office, attention Terry Vogt, Secretary to the Superintendent for processing.

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11-21-16 Terry Vogt, Sec. to the Superintendent [Signature]

**APPROVED**  **NOT APPROVED BY** [Signature]  
Frank Vogel, Superintendent of Schools

# of Buses Needed: 1 Total Cost 331.63

Faxed/e-mailed to Sheppard Bus Company: 11-21-16  
Date

**CONFIRMATION**

**Confirmed by Sheppard Bus Co. on:** 11-21-16 Copy # 310014

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to [Signature] on 11-21-16  
Teacher Kim M. Date

**REQUEST FOR TRIP APPROVAL  
Hamilton Township Public Schools Transportation  
School Year 2016-2017**

Choir/Band \_\_\_ Athletic x Field \_\_\_ (Please check one)

**Request must be submitted at least 45 days prior to trip**

(Please note that once a trip has been scheduled, all future changes  
must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office)

School: Davies

Teacher: Todd Morey

Date of Request: 11/17/16

1. Nature of Trip & **Exact Location of Destination:** Boys Basketball

Northfield Community School

2. No. of Students: 18

3. Grade Level: 6, 7, 8

4. Substitute Needed? No

5. Teacher(s) in charge: Todd Morey & Brian Jenner

6. No. of Adults: \_\_\_\_\_ Chaperones 2 Teachers

7. **Date of Trip:** 2/6/17 **Day of Week:** Monday  
(NO RAIN DATES - TRIP MUST BE RE-SCHEDULED)

8. **Time of Departure From School:** 2:30 Arrival at Destination: 3:00

9. Time of Departure From Destination: 5:00 **Arrival Back at School:** 5:30

10. Provide any additional comments or information necessary for transportation: \_\_\_\_\_

Building Principal Stephen Santilli Date 11/18/16  
*The Building Principal must sign this form and then it should be forwarded to the Board Office, attention Terry Vogt, Secretary to the Superintendent for processing.*

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11-21-16 Terry Vogt, Sec. to the Superintendent Terry Vogt

APPROVED NOT APPROVED BY \_\_\_\_\_  
Frank Vogel, Superintendent of Schools

# of Buses Needed: \_\_\_\_\_ Total Cost 331.63

Faxed/e-mailed to Sheppard Bus Company: 11-21-16  
Date

**CONFIRMATION**

**Confirmed by Sheppard Bus Co. on:** 11-21-16 Copy # 310015

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to Todd Morey & Kevin on 11-21-16  
Teacher MA. Date

**REQUEST FOR TRIP APPROVAL**  
**Hamilton Township Public Schools Transportation**  
**School Year 2016-2017**

Choir/Band \_\_\_\_\_ Athletic  Field \_\_\_\_\_ (Please check one)

**Request must be submitted at least 45 days prior to trip**

(Please note that once a trip has been scheduled, all future changes  
**must be made in writing to Terry Vogt, Secretary to the Superintendent in the Board Office)**

School: Davies

Teacher: Joshua Akers

Date of Request: 11/17/16

1. Nature of Trip & **Exact Location** of **Destination**: Girls Basketball

Galloway Twp Middle School

2. No. of Students: 18

3. Grade Level: 6, 7, 8

4. Substitute Needed? No

5. Teacher(s) in charge: Kim Mathis & Josh Akers

6. No. of Adults: \_\_\_\_\_ Chaperones 2 Teachers

7. **Date of Trip**: 2/8/17 **Day of Week**: Wednesday  
**(NO RAIN DATES - TRIP MUST BE RE-SCHEDULED)**

8. **Time of Departure From School**: 2:30 Arrival at Destination: 3:00

9. Time of Departure From Destination: 5:00 **Arrival Back at School**: 5:30

10. Provide any additional comments or information necessary for transportation: \_\_\_\_\_

**Building Principal** Esther Sacchi **Date** 11/18/16  
*The Building Principal must sign this form and then it should be forwarded to the Board Office, attention Terry Vogt, Secretary to the Superintendent for processing.*

\*\*\*\*\*Board Office will complete the following\*\*\*\*\*

Date Received by Board Office 11-21-16 Terry Vogt, Sec. to the Superintendent Terry Vogt

**APPROVED**  **NOT APPROVED BY** FR  
Frank Vogel, Superintendent of Schools

# of Buses Needed: 1 Total Cost 331.63

Faxed/e-mailed to Sheppard Bus Company: 11-21-16  
Date

**CONFIRMATION**

**Confirmed by Sheppard Bus Co. on:** 11-21-16 Cont # 310016

\*A copy of this form will be sent to the teacher after the trip has been approved by the superintendent and scheduled by the Board office. The copy will serve as confirmation that the buses and date are reserved.

Copy sent to Joshua Akers on 11-21-16  
Teacher Kim M. Date

XIV-1

**BOARD OF EDUCATION OF THE TOWNSHIP OF HAMILTON  
ATLANTIC COUNTY, NEW JERSEY  
ANNUAL NOTICE OF BOARD MEETINGS  
2017-2018**

Please be advised that the Board of Education of the Township of Hamilton, Atlantic County, New Jersey, will meet in the Library located in the William Davies Middle School, 1876 Dr. Dennis Foreman Drive, Mays Landing, New Jersey. All regular monthly meetings will be held at 6:00 p.m. for Executive Session and public session will begin at 7:00 p.m. The meetings will be held on the 4th Monday of each month, unless otherwise noted. The meeting dates are:

- Monday, January 9, 2017 (Re-Organization Meeting)
- Monday, January 30, 2017 (5:30 p.m. – Board Ethics Workshop – Board Meeting at 7:00 p.m.)
- Monday, February 27, 2017
- Saturday, March 18, 2017 (Budget Workshop (10:00 a.m.))
- Monday, March 20, 2017
- Monday, April 24, 2017 (Regular Meeting and Public Hearing on the Budget)
- Monday, May 22, 2017
- Monday June 26, 2017
- Monday, July 24, 2017
- Monday, August 7, 2017 (Optional)
- Monday, August 28, 2017
- Monday, September 25, 2017
- Monday, October 23, 2017
- Monday, November 27, 2017
- Monday, December 18, 2017
- Monday, January 8, 2018 (Re-Organization Meeting)

Anne-Marie Fala  
Board Secretary

# THREE MASTER COMMITTEES AND DUTIES

## Standing Committees

At the reorganization meeting or within one week thereafter, the president shall appoint the following standing committees:

1. Committee on Curriculum and Instruction/Education
2. Committee on Finance and Physical Plant/Operations
3. Committee on Human Resources

Each committee shall consist of three members (for a board of 9) who shall act until their successors are appointed. Additional ad hoc committees may be appointed, as needed, from time to time.

## General Duties of Committees

Committee meetings shall be called by the chairperson according to an agreed upon schedule or as the need arises. The president, chief school administrator, board secretary, and all other members of the Board shall be advised of all committee meetings.

The president of the Board will refer items deemed appropriate to the various committees. The chief school administrator or his/her designee will review with each committee those items falling within its jurisdiction. After discussion by the committee, the recommendation of the committee will be reviewed by the entire Board.

All committees must report to the Board within one month following each committee meeting. Committees shall recommend yea, nay, or no opinion to the Board, but may not make decisions for the Board.

## Duties of Standing Committees

1. Committee on Curriculum and Instruction/Education

The Committee on Curriculum and Instruction will concern itself with the educational programs of the district, including special education, reviewing policies and programs in its areas of responsibility, and making recommendations to the Board of Education.



### **Duties of Standing Committees (continued)**

#### 2. Committee on Finance and Physical Plant/Operations

The Committee on Finance and Physical Plant/Operations shall make recommendations to the Board as necessary in the areas of finance, maintenance, transportation, and capital programs.

This Committee shall review all bills before payment, auditing each for proper approval, validating receipt of purchase and the correctness of the amount thereof, as well as the propriety of the purchase, making recommendations to the Board.

#### 3. Committee on Human Resources

The Committee on Human Resources shall concern itself with matters affecting employees of the Board of Education, reviewing job descriptions, reviewing policies on such matters as the qualifications of employees, their remuneration, terms of service and other related matters, including procedures for evaluation of teachers and other employees, administrative structure, and management improvement. The Committee shall make recommendations within the areas of its responsibility to the Board of Education.

### **Updating the Policy Manual**

In overseeing the annual review and update of the Board policy manual, the chief school administrator shall refer policies requiring change to the appropriate committees.