

Mays Landing, NJ
May 23, 2017

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
HELD ON MAY 23, 2017**

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 5:38 p.m. in the Michael H. Duberson Memorial Library at the Wm. Davies Middle School by Mr. Eric Aiken, Board President.

**Call
To
Order**

ROLL CALL

The following members answered roll call: Ms. Margaret Erickson, Mrs. Amy Hassa, Mrs. Barbara Kupp, Mrs. Kim Melton, and Mr. Eric Aiken.

**Roll
Call**

Absent: Mrs. Nanci Barr, Mr. Greg Ciambrone, Mr. Derek Haye, and Mr. James Higbee

Also present were: Mr. Frank Vogel, Superintendent
Mrs. Anne-Marie Fala, School Business Administrator/Board Secretary
Mr. Eric Goldstein, Solicitor
Andrew Brown, Labor Relations Consultant

EXECUTIVE SESSION

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

- HIB
- HTEA Contract

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

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items discussed in executive session. Further resolved that the Board will be in executive session for approximately 90 minutes.

Voice Vote: All in favor: (5-0-0)

The Board entered into Executive session at 5:38 p.m.

The Board resumed the regular meeting at 7:11 p.m.

Eric Aiken led the Pledge of Allegiance.

Pledge of Allegiance

ROLL CALL

The following members answered roll call: Mrs. Nanci Barr, Mr. Greg Ciambrone, Ms. Margaret Erickson, Mrs. Amy Hassa, Mr. Derek Haye, Mr. James Higbee, Mrs. Barbara Kupp, Mrs. Kim Melton, and Mr. Eric Aiken. (9-0-0)

Notice of Advertisement of Meeting

This meeting is being held in compliance with the Sunshine Law, having been advertised in the Press of Atlantic City and the Atlantic County Record and a notice posted with the Township Clerk on the Bulletin Board at the following locations: Mizpah Post Office, Mays Landing Post Office, Atlantic County Library, as well as all the schools of the district. A mechanical device is being used to record this meeting and this meeting is also being video-taped.

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

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

Moment of silence for private reflection.

VII. APPOINTMENTS

Motion by Mr. Aiken, seconded by Mrs. Melton, to approve the following appointments for the period July 1, 2017 through June 30, 2018:

A.

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1. Solicitor Law Firm of Nehmad, Perillo & Davis, PC
2. Bond Counsel McManimon & Scotland, LLC
3. Affirmative Action Officer Russell Clark
4. Emergency Management Team Davies School Principal
Hess School Principal
Shaner School Principal
5. Section 504 Compliance Officer Marylynn Stecher
6. ADA Compliance Officer Dana Kozak
7. Public Agency Compliance Officer School Business Administrator
8. Qualified Purchasing Agent School Business Administrator
9. Architect Fraytak Veisz Hopkins and Duthie, PC
10. Auditor Ford, Scott & Associates, LLC
11. Financial and Investment Advisors Acacia Financial Group
12. Labor Relations Consultant Schwartz Simon Edelstein & Celso, LLC
13. Safety Coordinator Supervisor of Facilities
14. Executive Safety Committee Supervisor of Facilities, Custodial Supervisor, Business Administrator
15. Integrated Pest Management Coordinator Supervisor of Facilities
16. Broker of Record Health Insurances (Medical, Dental and Vision) Brown & Brown Benefit Advisors
17. AHERA Compliance Supervisor of Facilities
18. Title IX Coordinator Frank Vogel or Designee
19. Anti-Bullying Coordinator Russell Clark

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- | | | |
|-----|--|-------------------------|
| 20. | Homeless Liaison | Colleen Bretones |
| 21. | Student Assistance Coordinator | Barbara Graf |
| 22. | Indoor Air Quality Coordinator | Ian Nelson |
| 23. | Right to Know Coordinator | Ian Nelson |
| 24. | Stability Liaison and Children in Court Advisory Contact (CICAC) | Dana Kozak |

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

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

B. Official Publication

To approve the following official newspapers for the insertion of legal advertisements and notices of the Hamilton Township Board of Education: the Press of Atlantic City, the Current and the Atlantic County Record and its affiliates.

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

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

C. Official Depositories

To designate the following banks as legal depositories for the Hamilton Township School District: Ocean First Bank, Sun Bank, Wells Fargo, Hudson United Bank, TD Bank, Bank of New York, Bank of America, PNC Bank, Beneficial Bank, New Jersey Cash Management Fund, MBIA, and NJARM.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs.

Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

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

D. Tax Shelter Annuities

To designate the following companies as legal Tax Shelter Annuity Companies serving the Hamilton Township School District: AXA Equitable, Lincoln Investment Planning, Siracusa Benefits Program, and ING.

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

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

E. Signatories

To approve the following signatories for the following accounts in Ocean First Bank for Hamilton Township School District:

<u>Account</u>	<u>Signatories</u>
General Account	President, Superintendent, Board Secretary, (3 of 3 signantures)
Payroll Account	Superintendent and Board Secretary (2 of 2 signatures)
Agency Account	Board Secretary and Superintendent (2 of 2 signatures)
Shaner Activity Account	Principal, Superintendent, Board Secretary and Supervisor of Instruction (2 of 3 signatures)
Davies Activity Account	Principal, 3 Vice Principals, Board Secretary (2 of 5 signatures)
Hess Activity Account	Principal, 2 Vice Principals, Board Secretary (2 of 4 signatures)

Lunch Program Account	Food Service Supervisor, Board Secretary, Superintendent (2 of 3 signatures)
Unemployment Account	Board Secretary, Superintendent and Board Designee (2 of 3 signatures)
Kids Corner Account	Superintendent, Board Secretary, Community Education Director (2 of 3 signatures)
Community Education Account	Superintendent, Board Secretary, Community Education Director (2 of 3 signatures)
Camp Blue Star Account	Superintendent, Board Secretary, Community Education Director (2 of 3 signatures)
Capital Reserve Account	Superintendent, Board Secretary (2 signatures)

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

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

F. Wire Transfers

That the Business Administrator have approval to wire transfer between official depositories for investment purposes.

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

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

G. Petty Cash Refunds

To establish Petty Cash Funds for the 2017-2018 school year as follows:

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- a. Hess School - \$100.00
- b. Shaner School - \$100.00
- c. Davies School - \$100.00
- d. Central Administration Office - \$150.00
- e. Child Study Team - \$50.00
- f. Food Services - \$250.00

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

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

H. Pupil Records

To approve as authorized by Board of Education Policy 8330, Pupil Records, to certify school personnel to collect and maintain the following pupil records: personal descriptive data, daily attendance records, progress reports, and physical health records; records required for disabled pupils; and all other records required by the State Board of Education.

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

Motion by Mr. Aiken, seconded by Mrs. Barr, to approve the following motion, as presented:

I. Adoption of Curriculum

To adopt the attached curriculum for all three schools, as per attachment VII-I.

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

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

J. Official Bargaining Units

To approve the following bargaining units:

- a. Hamilton Township Education Association
- b. Hamilton Township Administrator's Association
- c. Hamilton Township Supervisors', Coordinators' and Directors'

Association

Roll Call Vote: Six in favor: Mrs. Barr, Ms. Erickson, Mrs. Hassa, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. Abstained: Mr. Ciambrone, Mr. Haye, and Mr. Higbee. (6-0-3)

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

K. District Policies

To approve all district Policies and Regulations in accordance with New Jersey Administrative Code c (N.J.A.C.) and New Jersey Statutes Annotated (N.J.S.A.).

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

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

L. District Procedures

To approve all District Standard Operating Procedures

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

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

M. Use of Facilities

To approve the Fee Schedule for Use of Facilities, as per attachment VII-M.

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

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

N. Special Education Programs

To approve to apply to the County Superintendent for the elimination an autism class at the Shaner School.

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

Motion by Mr. Aiken, seconded by Mrs. Barr, to approve the following motion, as presented:

- O. To approve the District Organizational Chart, as per attachment VII-O.

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

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

- P. To approve the District Job Descriptions.

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

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

- Q. Contracts for 2017-2018

Pursuant to PL 2015, Chapter 47, the Hamilton Township Board of Education intends to renew, award or permit to expire all contracts previously awarded by the Board of Education in the 2016-2017 fiscal year ending June 30, 2017. Each of the contracts awarded are, have been and will continue to be in full compliance with all state and federal statutes and regulations, in particular, New Jersey Title 18A:18, et seq, NJAC Chapter 23 and Federal Uniform Administrative Requirements 2VFR, Part 200. A listing of all contracts is not attached as all Purchase Orders issued by the district are considered contracts thus all purchase orders issued during 2017-2018 fall under this certification.

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

- VIII. Approval of Minutes

Motion by Mr. Aiken, seconded by Mrs. Barr, to approve the regular and executive session minutes of the meeting of April 24, 2017, as per attachment Minutes-1.

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

Motion by Mr. Aiken, seconded by Mr. Haye, to approve the regular session minutes of the Special meeting of April 27, 2017, as per attachment- Minutes-2.

Roll Call Vote: Six in favor: Mrs. Barr, Mrs. Hassa, Mr. Haye, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. Abstained: Mr. Ciambrone, Ms. Erickson, and Mr. Higbee. (6-0-3)

CORRESPONDENCE

None

PUBLIC COMMENTS

None

BOARD MEMBER COMMENTS

Mrs. Hassa encouraged everyone to attend Space Night. Last year's event was a great opportunity for all who attended. She also wanted to note how amazing the recent Davies' Concert was. She stated that the Art Show and Science Fair was handled extremely well. She thanked everyone who put these events together.

Mrs. Hassa recently attended the Delegate Assembly and gave an update of the information she received.

Ms. Erickson noted the Student Achievement Workshop which will be coming up on June 30, as well as Legislative Day. She feels these are very valuable workshops to attend.

Ms. Erickson attended the Cumberland County Meeting to see how things differed from attending the Atlantic County Meeting. It is interesting to see how surrounding districts are navigating things.

She recognized Mrs. Hassa who was awarded the New Board Member Award at the recent Atlantic County Board Meeting.

Ms. Erickson also thanked all of the teachers for their hard work. She also encouraged everyone to attend the upcoming Hess Concert.

Mrs. Hassa then also noted that Ms. Erickson will also be receiving the New Board Member recognition at the next county meeting.

Mrs. Kupp congratulated Mrs. Berchtold and Mr. Siegel for another great Davies Spring Concert. She also noted that Mr. Vogel was able to participate in this concert and it was a very enjoyable evening.

Mrs. Kupp noted that Mrs. Lamanteer recently performed in Sister Act at the Levoy Theater. She had the pleasure to go to the performance and it was “wonderful.”

Mr. Aiken wanted to congratulate the Board for receiving Board Recertification at the recent Atlantic County Meeting.

Mrs. Kupp then noted Laurie Derringer and Colleen Bretones for what they have accomplished in the PreSchool Grant Program. She also wanted to include Gayle Luderitz.

Mr. Vogel then stated that the district may have to go to a referendum in order to continue with the PreK Program. This program is the key to success for our future.

SUPERINTENDENT/STAFF REPORTS

A. Information Items

1. Dates to Remember

- a. May 29, 2017 – Schools Closed – Memorial Day
- b. June 5, 2017 – Special Meeting of the Board of Education – 5:00 p.m.
- c. May 31, 2017 – Grade Eight Awards Night – Davies Cafeteria – 7:00 – 8:30 p.m.
- d. June 13, 2017 – Grade Eight Celebration Ceremony – Oakcrest High School – 4:00 p.m.
- e. June 15, 2017 – Last Day of School
- f. June 26, 2017 – Board of Education Meeting – 6:00 p.m. (Executive Session) – 7:00 p.m. (Public Session)

Mr. Vogel noted that the final analysis of Strategic Planning is available on line.

He also recognized the students who attended the Academic Excellence Awards Program. He then recognized the 7th grader honored as the winner of Atlantic County Healthy Schools

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Poster Contest.

Mr. Vogel noted the Boys Eighth Grade BBQ will be held on Friday.

- B. Registration/Transfers for April, 2017, as per attachment XII-B.
- C. Enrollment for the month of April, 2017, as per attachment XII-C.
- D. Harassment, Intimidation and Bullying Incident Log, as per attachment XII-D.
- E. Student Discipline Reports for the month of April, 2017, as per attachment XII-E.
- F. Superintendent's/Principal's List for the 3rd Marking Period, as per attachment XII-F.

Presentation:

Region Honors Ensemble Students
Given by: The Davies and Hess Music Departments

Presentation:

New Jersey School Boards Association 8th Grade Dialogue
Student Recognition – Shelby Spica
Given by: Stephen Santilli, Davies School Principal and
Hamilton Township Board of Education Members

Presentation:

In Recognition of Elizabeth Frank for her
Commitment in Helping Needy Students
Given by: Melanie Lamanteer, Hess School Principal

Presentation:

In Recognition of the 2017 Hamilton Township District Retirees

Shaner

	<u>Years of Service</u>
Beth Connor	17
Christa Larson	29

Hess

Barbara Bayconich	24
Nancy Echevarria	27
David Evangelist	25
Colleen McKevith	10

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Cathleen Palmeri	28
Gail Siegelman	28

	<u>Davies</u>
Dorothy Armitage	25
Tina Bannon	10
Donna Marie-Berchtold	36
Laurann Cacioppo	18
Priscilla Laubert	16
Sherry Mirakian	31
Paula Perfetto-Pagano	28
Karen Santora	27

	<u>Board Office</u>
Mary Ellen Tantum	28

	<u>Maintenance</u>
Lawrence Davidson	34

Mr. Vogel thanked the retirees for their years of service.

Ms. Erickson thanked those teachers who taught her when she attended the Davies School.
Mrs. Hassa also thanked those teachers who helped her own children through their classes.
Mrs. Kupp wished all of the retirees well in the future.

Presentation:

In Recognition of the 2017 Teacher of the Year	
Elizabeth Steelman	Shaner School
Johanna Scannell	Hess School
Charlotte Hopkins	Davies School

Presentation:

In Recognition of the 2017 Education Service Professional of the Year	
Kelly Crowder	Shaner School
Tammy Welsey	Hess School

Presentation:

In Recognition of the 2017 Paraprofessionals of the Year	
Tara VanSeters	Shaner School
Amy Flagg	Hess School
Margi Siscione	Davies School

There was a five minute recess beginning at 8:25 p.m. to 8:30 p.m.

Committees and Recommendations:

Instruction Committee (Curriculum and Policy):
Chairperson: Mrs. Melton

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

25. To approve a Resolution approving the Memorandum of Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association (H.T.E.A.) for the period July 1, 2016 through June 30, 2020, as per attachment Finance-25.

Roll Call Vote: Five in favor: Ms. Erickson, Mrs. Hassa, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. Abstained: Mrs. Barr, Mr. Ciambrone, Mr. Haye, and Mr. Higbee. (5-0-4)

Presentation:

Mental Health Presentation
Given by: Marylynn Stecher and Jeff Wellington

Presentation:

Review of Chief School Administrator's Evaluation Process
Given by: Maryann Friedman, NJ School Boards Representative

COMMITTEES AND RECOMMENDATIONS

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

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

1. To approve the designation of the Superintendent as Chief School Administrator for the Title I program in the Hamilton Township School District for the FY 2017-2018.
2. To approve the designation of Mrs. Lisa Dagit as Project Director for the Title I program in the Hamilton Township School District for the FY 2017-

2018.

3. To approve the following basic skills improvement program staff members to participate in the Parent Engagement Workshop on Thursday, 6/1/17 at the hourly rate of \$31 (not to exceed 2 hours each) as provided for in the 2015-2016 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded through ESEA Title One Funds.

<u>Staff Member</u>	<u>School</u>
Rachel Scott	Davies
Rachel Fifer	Davies
Dawn Smith	Davies
Beth Connor	Shaner
Tara Sutton	Shaner
Kelly Petrucci	Shaner
Cory Meisenhelter	Hess
Nancy Barrall	Hess
Maureen Bruner	Hess
Lisa Goodwin	Hess
Stephanie Wilson	Hess
Diane Brunetti	Hess

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

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

4. To approve Policy #0000.01 – Instruction on first reading, as per attachment Instruction-4.
5. To approve Policy #0000.02 – Instruction on first reading, as per attachment Instruction-5.
6. To approve Policy #0000.03 – Instruction on first

reading, as per attachment Instruction-6.

7. To abolish Policy #2320 – Independent Study Programs on first reading, as per attachment Instruction-7.
8. To approve Policy #2415.06 – Unsafe School Choice Option on first reading, as per attachment Instruction-8.
9. To approve Policy #2464 – Gifted and Talented Students on first reading, as per attachment Instruction-9.
10. To approve Policy #2622 – Student Assessment on first reading, as per attachment Instruction-10.
11. To approve Policy and Regulation #3160 – Physical Examination – Teaching Staff Members on first reading, as per attachment Instruction – 11.
12. To approve Policy and Regulation #4160 – Physical Examination – Support Staff Members on first reading, as per attachment Instruction - 12.
13. To approve Policy and Regulation #5116 – Education of Homeless Children on first reading, as per attachment Instruction – 13.
14. To approve Policy #7446 – School Security Program on first reading, as per attachment Instruction-14.
15. To approve Policy #8350 – Records Retention on first reading, as per attachment Instruction-15.
16. To approve Policy #3216 – Dress and Grooming on first reading, as per attachment Instruction-16.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambone, Ms. Erickson, Mrs. Hassa, Mr.

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Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and
Mr. Aiken. (9-0-0)

FINANCE COMMITTEE – Chairperson – Mr. Haye

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

1. To approve the Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 for the months of March, 2017 and April, 2017. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the months of March and April, 2017, as per attachment Finance-1.
2. Board Secretary's Reports for the periods ending March 31, 2017 and April 30, 2017. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of March 31, 2017 and April 30, 2017, and after review of the Secretary's Monthly Financial appropriations section as presented and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(c)4 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, as per attachment Finance-2.
3. Interest Income for the months of March and April, 2017, as per attachment Finance-3.
4. Receipts for the months of March and April, 2017 as per attachment Finance-4.
5. Refunds for the months of March and April, 2017, as per attachment Finance-5.
6. Capital Reserve Interest for the months of March and April, 2017, as per attachment Finance-6.
7. Rental Income for the months of March and

April, 2017, as per attachment Finance-7

8. Miscellaneous Revenue for the months of March and April, 2017, as per attachment Finance-8.
9. The monthly Budget Summary Reports for March and April, 2017, has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment Finance-9.
10. To approve budget transfers in the amount of \$72,679.55, as per attachment Finance-10.
11. To accept the Superintendent's and Board Secretary's certification that they have reviewed all bills and purchase orders which are listed on the bill list, and hereby certify to the Board of Education that all purchase orders are sufficiently encumbered to cover the submitted bills, and further that all goods and services have been previously received.
12. Purchase orders issued for services, supplies and equipment in the amount of \$807,813.78, as per attachment Finance-12.
13. To approve the following bills and payroll in the total amount of \$4,742,914.89, as per attachment Finance-13:

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$16,074.00
10	General Fund/Payroll	205,958.12
11	Current Expense	2,066,166.28
11	Current Expense/Payroll	2,113,266.30
20	Special Revenue	88,838.52
20	Special Revenue/Payroll	89,341.36
50	Cafeteria	127,388.49
50	Kids' Corner	22,372.85
50	Community Education	13,242.90
50	Camp Blue Star	\$266.07

14. 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-14.

15. To approve a Contract between the Hamilton Township School District and Stockton University Speech and Hearing Clinic to provide speech-language services to the District on an as needed basis, as per attachment Finance-15.
16. To approve two Agreements between the Hamilton Township School District and Bayada Home Health Care, Inc., to provide nursing services for two (2) students for the 2017-2018 school year including Extended School Year, for the period July 1, 2017 through June 30, 2018 at a cost of \$55.00/hour for RN services and \$45.00/hour for LPN services.
17. To approve a Tuition Contract between the Hamilton Township Board of Education (sending District) and Cape May County Special Services School District (receiving District) for one educationally handicapped student for the 2017-2018 school year at a cost of \$39,000.00, plus an additional \$11,000.00 non-resident fee.
18. To approve a Tuition Contract between the Hamilton Township Board of Education (sending District) and Cape May County Special Services School District (receiving District) for one (1) student for the 2017-2018 Extended School Year at a total cost of \$2,600.00, plus an additional \$1,900.00 for a one-on-one Aide, if needed.
19. Motion duplicated. See #25.
20. To approve an extension to the Agreement with Monmouth Ocean Educational Services Commission (MOESC) to provide 192/193 services to non-public students for the 2017-2018 school year.

21. To approve an Instructional Services Agreement with Monmouth-Ocean Educational Services Commission for Proportionate Share of IDEA-B Funds for non-public students with disabilities for the 2017-2018 school year, as per attachment Finance-21.
22. To approve an Agreement with Monmouth-Ocean Educational Services Commission to provide Chapter 226 nursing services to non-public students for the 2017-2018 school year in an amount not to exceed state funding for fiscal year 2017, as per attachment Finance-22.
23. To approve Resolution #114 approving free meals for YALE School for the 2017-2018 school year, as per attachment Finance-23.
24. To approve the Solicitor's Agreement with Nehmad Perillo & Davies, P.C. for the 2016-2017 school year at the rate of \$130.00/hour attachment Finance-24.

Motion #25 made at beginning of meeting.

26. To approve a Resolution authorizing the Hamilton Township Board of Education to participate in the State Health Benefits Program, as per attachment Finance-26.
27. To approve a Resolution authorizing the Hamilton Township Board of Education to participate in the State Health Benefits Program for prescription drug coverage, as per attachment Finance-27.
28. To approve an Agreement with Flett Exchange for the sale of 456 Solar Renewable Energy Credits (SRECs) at a price of \$215/each for a total of \$98,040.00.
29. To approve an Agreement with Flett Exchange for the sale of Solar Renewable Energy Credits (SRECs) generated between June, 2016 and May, 2017 at market price.

Roll Call Vote: Eight in favor #1 to 24 and #28 and #29: Mrs. Barr, Mr. Ciambrone, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. Abstain: Ms. Erickson, (8-0-1)

Five in favor #26 and #27: Ms. Erickson, Mrs. Hassa, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. Abstained: Mrs. Barr, Mr. Ciambrone, Mr. Haye, and Mr. Higbee. (5-0-4)

C. Administration Committee (Personnel and Discipline)

Chairperson: Mrs. Hassa

All personnel actions are being taken by the recommendation of the Superintendent.

Motion by Mrs. Hassa, seconded by Mrs. Barr, to approve the following motions, as presented:

1. To approve substitutes for the 2016-2017 school year, as per attachment Administration-1.
2. To approve Homebound Instruction for the 2016-2017 school year, as per attachment Administration-2.
3. To approve a fieldwork placement for the Spring, 2017 Semester and 2017-2018 school year, as per attachment Administration-3.
4. To approve a leave without pay for Kelley Davenport, Shaner School paraprofessional for the period May 8, 2017 through May 10, 2017, as per attachment Administration-4.
5. To approve a Federal Family Medical Leave of Absence for Kelley Graham, Shaner School teacher for the period April 24, 2017 through the end of the school year, as per attachment Administration-5.
6. To approve a leave without pay for Arthur Faden, School Resource Attendance Officer for the period May 1, 2017 through May 5, 2017.

7. To accept a retirement notice from Sherry Mirakian, Davies School teacher effective June 30, 2017, as per attachment Administration-7.
8. To accept a retirement notice from Laurann Cacioppo, Davies School teacher effective June 30, 2017, as per attachment Administration – 8.
9. To accept a retirement notice from Lawrence Davidson, Shaner School Maintenance worker effective July 31, 2017, as per attachment Administration – 9.
10. To accept a retirement notice from Donna Marie Berchtold, Davies School teacher effective June 30, 2017, as per attachment Administration – 10.
11. To accept a retirement notice from Karen Santora, Davies School teacher effective June 30, 2017, as per attachment Administration – 11.
12. To accept a retirement notice from Lori Garrity, Davies School Food Service worker effective February 28, 2018, as per attachment Administration -12.
13. To accept a retirement notice from Beth Connor, Shaner Reading Specialist effective June 30, 2017, as per attachment Administration-13.
14. To accept a retirement notice from Tina Bannon, Davies School Nurse effective June 30, 2017, as per attachment Administration-14.

Roll Call Vote: All in favor # 1 to #9 and #11 to #14: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

Eight in favor #10: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mr. Haye, Mr. Higbee, Mrs. Kupp,

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Mrs. Melton, and Mr. Aiken. Nay: Mrs. Hassa
(8-1-0)

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

15. To accept a retirement notice from C. David Evangelist, Hess School teacher effective June 30, 2017, as per attachment Administration – 15.
16. To accept a retirement notice from Christa Larson, Shaner School Custodian effective July 31, 2017, as per attachment Administration -16.
17. To accept a retirement notice from Dorothy Armitage, Davies School Custodian effective August 31, 2017, as per attachment Administration -17.
18. To approve a Psychology Internship for Carly Benson, College of New Jersey effective May 24, 2017 through the Summer 2017, as per attachment Administration – 18.
19. To approve Administrative staff for the 2017-2018 school year, as per attachment Administration – 19.

Salaries subject to change at the completion of the contract negotiations.
20. To approve Board Office staff for the 2017-2018 school year, as per attachment Administration – 20.

Salaries subject to change at the completion of the contract negotiations.
21. To approve Supervisors staff for the 2017-2018 school year, as per attachment Administration – 21.

Salaries subject to change at the completion of the contract negotiations.

22. To approve an intermittent Federal Family and Medical Leave of Absence for John Weisenstein, Hess School Food Service worker for the remainder of the 2016-2017 school year, as per attachment Administration – 22.
23. To approve the following 2017 Shaner Summer Reading and Writing Program staff at the rate of \$49.60/hour:

Teachers:

- Leslie Kayes
- Stephanie McKensie
- Kristen Meiklejohn

Subs:

- Stephanie Weisel
- Gail Marie Elliott
- Christina Warren
- Jenna Kyle

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

24. To approve the following 2017 Summer Swim and Camp Blue Star staff as follows:

Summer Swim:

- Shawnee Foglio – Instructor \$36.15/hour
Lifeguard - \$14.00/hour
- Jessica Lewis – Instructor \$31.15/hour
Lifeguard - \$14.00/hour

Camp Blue Star:

Junior Counselors:

- Vincent Leszczynski - \$11.00/hour – Year 2
- Victoria Cox - \$10.00/hour – Year 1

Counselor:

- Jose Quidachy - \$18.00/hour – Year 6

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr.

Mays Landing, NJ
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Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton,
and Mr. Aiken. (9-0-0)

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

25. To approve a leave without pay for Brittany Loesch, Hess School teacher for the period June 5, 2017 through June 9, 2017, as per attachment Administration – 25.
26. To approve the following revised Job Descriptions, as per attachment Administration-26.
 - Technology Technician
 - Network Specialist
27. To approve Summer Child Study Team staff to attend IEP meetings at the rate of \$90.00/day, not to exceed hours/day, in accordance with Special Education Guidelines, as per attachment Administration – 27.
28. To approve Stockton fieldwork placement for the Fall 2017 Semester, as per attachment Administration – 28.
29. To approve Alicia Garry as a Certified Occupational Therapy Assistant for the 2017-2018 school year at the rate of \$38.00/hour.
30. To approve Special Education Extended School Year and Summer Child Study Team Services Staff, as per attachment Administration – 30.
31. To approve a Maternity Leave of Absence for Rachel Fifer, Davies School teacher. Mrs. Fifer has requested to use her sick time from September 5, 2017 through September 12, 2017 and New Jersey Family Leave from September 13, 2017 through October 4, 2017 with a return to work date of October 5, 2017, as per attachment Administration-31.

32. To approve Position Control #03-11-14 for a Behavioral Analyst position for the 2017-2018 school year.
33. To approve the following Hess School Summer Reading and Writing Camp teachers at the rate of \$49.60/hour:

Coordinator/Substitute	Gail Marie Elliot
Julie Morris	Grade 2
Stephanie Weisel	Grade 3
Brett Derringer	Grade 4
Maureen Bruner	Grade 5
Ann Andrews	ELL

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

34. To approve David Jimenez as a full-time, Shaner School Custodian for the period May 24, 2017 through June 30, 2017, Custodial Guide A, Step 3, with a total annual salary of \$36,582,00 pro-rated, as per attachment Administration-33.

Mr. Jimenez is a replacement for Alba McKenna.

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

35. To approve Samuel Gallagher as a part-time, 29 hours/week, 10 month, Hess School Custodial for the period May 30, 2017 through June 30, 2017, Custodial Guide B, Step 1, with a total annual salary of \$16,486.00, pro-rated, as per attachment Administration-35.

Mr. Gallagher is a replacement for David Jimenez.

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

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr.

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Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton,
and Mr. Aiken. (9-0-0)

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

1. To approve club/activity trips for the 2016-2017
school year, as per attachment Operations-1.

Roll Call Vote: All in favor: Mrs. Barr, 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

None

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS

None

ADJOURNMENT

Mays Landing, NJ
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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 10:17 p.m.

Anne-Marie Fala
School Business Administrator/Board Secretary