

Mays Landing, NJ  
April 29, 2019

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF EDUCATION  
HELD ON APRIL 29, 2019**

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 6:12 p.m. in the Michael H. Duberson Memorial Library at the Wm. Davies Middle School by Eric Aiken, Board President.

**Call  
To  
Order**

**ROLL CALL**

The following members answered roll call: Mrs. Nanci Barr, Mr. Greg Ciambrone, Ms. Margaret Erickson, Mrs. Amelia Francis, Mrs. Amy Hassa, Mr. James Higbee, Mrs. Barbara Kupp, and Mr. Eric Aiken.

Absent: Mr. Derek Haye

Also Present: Mr. Frank Vogel, Superintendent  
Mrs. Anne-Marie Fala, School Business Administrator/Board Secretary  
Mr. Eric Goldstein, Solicitor

**EXECUTIVE SESSION:**

Motion by Mr. Aiken, seconded by Mrs. Hassa, 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
- Personnel
- Residency

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 40 minutes.

Mays Landing, NJ  
April 29, 2019

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

The Board entered into Executive session at 6:13 p.m.

The Board resumed the regular session of the meeting at 7:04 p.m.

Also Present: Mr. Frank Vogel, Superintendent  
Mrs. Anne-Marie Fala, School Business Administrator/Board Secretary  
Mr. Eric Goldstein, Solicitor

Eric Aiken led the Pledge of Allegiance.

**Pledge of Allegiance**

**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.

Motion by Mr. Aiken, seconded by Mrs. Barr to uphold the residency determination to disenroll a student based on the findings of the School Attendance Officer.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp, and Mr. Aiken.  
(8-0-0)

**APPROVAL OF MINUTES**

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

1. To approve the regular session minutes of the Budget Workshop/Regular Meeting of March 16, 2019, as per attachment Minutes-1.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp, and Mr. Aiken.  
(8-0-0)

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

2. To approve the regular session minutes of the meeting of March 18, 2019, as per attachment Minutes-2.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp, and Mr. Aiken.  
(8-0-0)

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

3. To approve the regular and executive session minutes of the meeting of March 25, 2019, as per attachment Minutes-3.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp, and Mr. Aiken.  
(8-0-0)

**VII. CORRESPONDENCE**

None

**PUBLIC COMMENTS**

None

**BOARD MEMBER COMMENTS**

Mrs. Hassa mentioned the Resource Fair recently held which she said was incredible. There was a tremendous turnout.

Mays Landing, NJ  
April 29, 2019

She and Mr. Wellington attended the Mental Health Workshop sponsored by NJSBA from which she brought back a tremendous amount of information. A Task Force meeting was held this past week with NJSBA which she attended as well.

Mrs. Hassa congratulated Mrs. Stecher and Mr. Wellington for being selected by NJSBA to conduct a Mental Health Workshop during the 2019 Workshop in October.

Mr. Aiken thanked the Girl Scouts of South Jersey for the Community Partner Award which was recently presented to the district. He gave a "shout out" to the girls and boys track teams for placing second and third at the Penn Relay event.

Mr. Aiken reminded the Board about the Atlantic County Spring meeting which will be held on Monday, May 13, as well as other upcoming events.

### **SUPERINTENDENT/STAFF REPORTS**

Mr. Vogel commended the staff involved with organizing the Resource Fair recently held. They all put a lot of work into this event.

Mr. Vogel asked the Board to look over the Board Goals indicating that we need to increase parent/community engagement. He encouraged the Board to get the word out that these events are happening in the district.

A copy of the Organization Chart has been distributed to the Board. Mr. Vogel would like the Board to look this over as he would like to make suggestions/changes which will be discussed on next month's agenda.

- (A) Information Items
  - 1. Dates to Remember
    - a. May 20, 2019 – Board of Education Meeting – 6:00 p.m. (Executive Session) 7:00 p.m. (Regular Session)
    - b. May 27, 2019 – Memorial Day – Schools Closed
- (B) Registration/Transfer Statistics for the Month of March, 2019, as per attachment XI-B.
- (C) Enrollment for the month of March, 2019, as per attachment XI-C.
- (D) Harassment, Intimidation and Bullying Incident Log, as per attachment XI-D.
- (E) Student Discipline Reports for the month of March, 2019, as per attachment XI-E.
- (F) Superintendent's/Principal's List for the 2<sup>nd</sup> Trimester, as per attachment XI-F.

- (G) Academic Achievement Lists for the 2<sup>nd</sup> Trimester – Grades 4 and 5, as per attachment XI-G.

Mr. Vogel invited Gary Goldfarb from Brown and Brown Benefit Advisors to update the Board on employee insurance coverage beginning in July 2019.

Kelly Petrucci read a statement from the HTEA Association:

“The Association appreciates that Mr. Vogel took steps to involve us in informational meetings with Brown and Brown regarding the decision to leave the state employee health plan for equal or better insurance coverage. Many of our members were invited to a meeting with Brown and Brown, along with the Horizon Representative to hear the plan details and the process for leaving the state employee health plan. Our members were provided with two on site information sessions at all three schools with Brown and Brown reps to ask questions and voice concerns. Thank you for involving HTEA in the process. “

Ian Nelson, Supervisor of Facilities and Chris Becica from DCO Energy gave the Board a construction update, which included the award of bids on tonight’s agenda.

Anthony Poretto and Lew Improta, Technology Coordinators updated the Board on the Security Upgrade portion of the ongoing construction projects.

- (H) Presentation:

2019-2020 Budget  
Given by: Anne-Marie Fala,  
Business Administrator/Board Secretary

- (I) School Spring Concerts:

♪ Shaner School: May 1, 2 and 3 – Shaner Multipurpose Room @ 10:00 a.m.

♪ Hess School – May 9<sup>th</sup> – Hess Auditorium @ 7:00 p.m.

♪ Davies School – May 16<sup>th</sup> @ 7:00 p.m. – Hess Auditorium

- (J) **STATEMENT TO THE PUBLIC**

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

the agenda for action at a public meeting.

### **COMMITTEES AND RECOMMENDATIONS**

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

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

1. To correct the date of the Comprehensive Equity Plan from the 2019-2020 school year to the 2019-2022 school years.

The Comprehensive Equity Plan was previously approved on March 25, 2019.

Roll Call Vote: Seven in favor: Mrs. Barr, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp, and Mr. Aiken.  
Abstain: Mr. Ciambrone (7-0-1)

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

2. To approve Policy and Regulation #5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities on first reading, as per attachment Instruction-2.
3. To approve Abolishment of Regulation #5512 – Harassment, Intimidation, or Bullying Investigation Procedures, as per attachment Instruction-3.
4. To approve Policy #5512 – Harassment, Intimidation, and Bullying (HIB) on first reading, as per attachment Instruction-4.
5. To approve Policy and Regulation #1613 – Disclosure of Applicant's Employment History on first reading, as per attachment Instruction-5.
6. To approve Policy and Regulation #1642 –

Earned Sick Leave Law on first reading, as per attachment Instruction-6.

7. To approve Policy and Regulation #1550 – Equal Employment/Anti-Discrimination Practices on first reading, as per attachment Instruction-7.
8. To approve Policy #2431 – Athletic Competition on first reading, as per attachment Instruction-8.
9. To approve Regulation #2431-2 – Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad on first reading, as per attachment Instruction-9.
10. To approve Policy and Regulation #5350 – Student Suicide Prevention on first reading, as per attachment Instruction-10.
11. To approve Policy #5533 – Student Smoking on first reading, as per attachment Instruction-11.
12. To approve Policy #5535 – Passive Breath Alcohol Sensor Devised on first reading, as per attachment Instruction-12.
13. To approve Policy #8462 – Reporting Potentially Missing or Abused Children on first reading, as per attachment Instruction-13.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp, and Mr. Aiken.  
(8-0-0)

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

14. To approve the disposal of the following textbook series that is no longer of use in

the district:

Title: Geography, The Word and Its People  
Author: Boehm, Armstrong, Hunkins  
Publisher: Glencoe McGraw Hill  
ISBN: 0-07-821540-4 (Student Edition)  
07-07-824694-6 (Teacher Edition)  
Copyright: 2002

15. To approve local and grant funded extra-curricular activities and staff stipends for the 2018-2019 school year, as per attachment Instruction-15.
16. To approve staff members to participate in Professional Development Workshops in May, 2019 (as indicated on attachment) and to be paid at the rate of \$24.51/hour for certificated staff as indicated in the 2016-2020 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association and paraprofessionals are to be paid the rate of \$15.00/hour. This is funded through local funds and ESSA FY 19 funds, as per attachment Instruction-16.
17. To approve staff members to participate in Professional Development Workshops in June, 2019 (as indicated on attachment) and to be paid at the rate of \$24.51/hour for certificated staff as indicated in the 2016-2020 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association and paraprofessionals are to be paid the rate of \$15.00/hour. This is funded through local funds and ESSA FY 19 funds, as per attachment Instruction-17.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (8-0-0)

**FINANCE COMMITTEE - Chairperson: Mrs. Barr**



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

1. To approve the Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 for the month of March, 2019. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of March, 2019, as per attachment Finance-1.
2. To approve the Board Secretary's Report for the period ending March 31, 2019. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of March 31, 2019, and after review of the Secretary's Monthly Financial appropriations section as presented and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A 16.10(c)4 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, as per attachment Finance-2.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp and Mr. Aiken.  
(8-0-0)

The following items have been included as informational items:

3. Interest Income for the month of March, 2019, as per attachment Finance-3.
4. Receipts for the month of March, 2019, as per attachment Finance-4.
5. Refunds for the month of March, 2019, as per attachment Finance-5.
6. Capital Reserve Interest for the month of March, 2019, as per attachment Finance-6.

7. Rental Income for the month of March, 2019, as per attachment Finance-7.
8. Miscellaneous Revenue for the month of March, 2019, as per attachment Finance-8.
9. The monthly Budget Summary Report for March, 2019, has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment Finance-9.

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

10. To approve budget transfers as follows, as per attachment Finance-10:
  - As of March 31, 2019 in the amount of \$2,519,286.43
  - As of April 29, 2019 in the amount of \$1,893,734.05
11. To accept the Superintendent's and Board Secretary's certification that they have reviewed all bills and purchase orders which are listed on the bill list, and hereby certify to the Board of Education that all purchase orders are sufficiently encumbered to cover the submitted bills, and further that all goods and services have been previously received.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp and Mr. Aiken.  
(8-0-0)

The following has been included for informational purposes.

12. Purchase orders issued for services, supplies and equipment in the amount of \$1,629,552.61, as per attachment Finance-12.

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

13. To approve the following bills and payroll in the total amount of \$6,839,799.12, as per attachment Finance-13:

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$24,338.00
10	General Fund/Payroll	343,606.37
11	Current Expense	2,167,843.71
11	Current Expense/Payroll	3,694,649.96
20	Special Revenue	125,793.99
20	Special Revenue/Payroll	227,081.22
30	Building Projects	51,140.40
50	Cafeteria	144,412.36
50	Kids' Corner	40,384.72
50	Community Education	10,498.06
50	Camp Blue Star	10,050.33

14. To approve staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2018-2019 school year, as per attachment Finance -14.
15. To approve the Preschool Education Expansion Aid (PEEA-New) Transfer Form for School Year 18/19. Transfers are listed on the Transfer Sheet , as per attachment Finance-15.
16. To approve the Preschool Expansion Grant (PEG) Transfer Form for School Year 18/19. Transfers are listed on the Transfer Sheet, as per attachment Finance-16.
17. To accept the 2019-2020 Preschool Program Plan and Budget as approved by the State of New Jersey, as per attachment Finance-17.
18. To approve the revised additional funds FY2019 (School Year 2018-2019) Nonpublic School Security Aid budget and purchase orders, as per attachment Finance-18.
19. To approve a Resolution to terminate all participation under the State Health Benefits Program and School Employees Health Benefits Program effective June 30, 2019, as

per attachment Finance-19.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp and Mr. Aiken. (8-0-0)

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

20. To approve a contract with Horizon Blue Cross/Blue Shield of New Jersey (Horizon BCBSHJ) as the Districts medical provider with benefit levels (i.e., co-payments, coinsurance, deductibles, plan limits and maximums) that are equal to or better than the School Employees Health Benefits plans offered by the State effective July 1, 2019.

Roll Call Vote: Seven in favor: Mrs. Barr, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. Abstain: Mr. Ciambrone. (7-0-1)

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

21. To approve Resolution #140 to Adopt the 2019-2020 District Budget, as per attachment Finance-21.

Five in favor: Mrs. Barr, Ms. Erickson, Mrs. Hassa, Mrs. Kupp, and Mr. Aiken. Nay: Mr. Ciambrone and Mr. Higbee. Abstain: Mrs. Francis. (5-2-1)

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

22. To approve a Tuition Contract between the Hamilton Township Board of Education (receiving district) and the Atlantic City Board of Education (sending district), for one foster student for the 2018-2019 school year for the period January 22, 2019 through June 30, 2019 (96 days) for a total cost of \$11,946.00,

pro-rated.

This Contract was previously approved on 2/26/19 with an incorrect grade level.

23. To approve a Tuition Contract for one student with Pineland Learning Center at a cost of \$297.00/per diem for a total of 56 days, for the period of March 25, 2019 through June 30, 2019, for a total cost of \$16,632.00.
24. To approve a Tuition Contract between the Hamilton Township Board of Education (sending district) and Gloucester County Special Services School District (receiving district), for one foster student for one multiply disabled student for the 2018-2019 school year beginning December 3, 2018 through June 30, 2019, at a cost of \$38,700.00, pro-rated plus an additional non-resident fee of \$3,000 (\$16.66/per diem).
25. To approve a one-on-one Aide Agreement between the Hamilton Township Board of Education (sending district) and the Gloucester County Special Services School District (receiving district), for one student for the 2018-2019 school year at a total cost of \$40,760.00, pro-rated (\$226.44/per diem), beginning January 2, 2019 through June 30, 2019.
26. To approve a Tuition Contract between the Hamilton Township Board of Education (receiving district) and Berlin Borough Board of Education (sending district) for one homeless student for the 2018-2019 school year for the period September 6, 2018 through March 6, 2019 (112 days) for a total cost of \$7,658.56, pro-rated (\$68.38/per diem).
27. To approve two Tuition Contracts between the Hamilton Township Board of Education (receiving district) and the Atlantic City Board of Education (sending district), for two

homeless students for the period April 1, 2019 through June 30, 2019 at a rate of \$68.48 per/diem for 51 days for a total cost of \$12,309.00 each, pro-rated.

28. To approve a Tuition Contract between the Hamilton Township Board of Education (receiving district) and the Atlantic City Board of Education (sending district), for one homeless student for the period April 11, 2019 through June 30, 2019 at a rate of \$66.37 per/diem for 43 days for a total cost of \$2,853.91, pro-rated.
29. To approve a Tuition Contract between the Hamilton Township Board of Education (receiving district) and the Atlantic City Board of Education (sending district), for one homeless student for the period April 11, 2019 through June 30, 2019 at a rate of \$66.38 per/diem for 43 days for a total cost of \$2,940.34, pro-rated.
30. To approve a Tuition Contract between the Hamilton Township Board of Education (receiving district) and the Atlantic City Board of Education (sending district), for one educationally challenged student for the period April 11, 2019 through June 30, 2019 at a rate of \$190.42 per/diem for 43 days for a total cost of \$8,188.06, pro-rated.
31. To approve a Tuition Contract between the Hamilton Township Board of Education (receiving district) and the Pleasantville Board of Education (sending district), for one homeless student for the period February 5, 2019 through June 30, 2019 at a rate of \$66.37 per/diem for 86 days for a total cost of \$5,707.82, pro-rated.
32. To approve a Tuition Contract between the Hamilton Township Board of Education (receiving district) and the Magnolia Board of Education (sending district), for one foster student for the period March 14, 2019 through

June 30, 2019 at a rate of \$57.86 per/diem for 63 days for a total cost of \$3,645.18, pro-rated.

33. To approve a Tuition Contract between the Hamilton Township Board of Education (receiving district) and the Magnolia Board of Education (sending district), for one foster student for the period March 14, 2019 through June 30, 2019 at a rate of \$68.38 per/diem for 63 days for a total cost of \$4,307.94, pro-rated.
34. To approve a Tuition Contract between the Hamilton Township Board of Education (sending district) and the Millville Board of Education (receiving district), for one homeless student for the period September 28, 2018 through June 30, 2019 at a rate of \$68.38 per/diem for 164 days for a total cost of \$11,214.32, pro-rated.
35. To approve a Tuition Contract between the Hamilton Township Board of Education (sending district) and the Buena Board of Education (receiving district), for one homeless student for the period October 1, 2018 through June 30, 2019 at a rate of \$57.86 per/diem for 163 days for a total cost of \$9,431.18 pro-rated.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp and Mr. Aiken.  
(8-0-0)

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

36. To approve Resolution #141 to Authorize Transfer of Interest from the Capital Projects Fund to the General Fund, as per attachment Finance-36.
37. To approve a Project Labor Agreement between the Hamilton Township Board of Education and Project Management Firms for the completion of certain construction projects

for the Board of Education, as per attachment Finance-37.

38. To approve Resolution #142 to award the project bid for the Mercury Catalyzed Polyurethane Gym Flooring Abatement for the William Davies Middle School and George L. Hess Educational Complex to Plymouth Companies, as the lowest responsible bidder in the total bid amount of \$227,000, as per attachment Finance-38.
39. To approve bid award for District Security System Access Control to Sonitrol through Hunderdon ESC CO-Op Pricing #HCESC-Tech 17-01, in the total amount of \$862,517.92. (Joseph C. Shaner School \$210,061.29, George L. Hess Educational Complex \$342,013.63, William Davie Middle School, \$310,443.00), as per attachment Finance-39.

Mrs. Hassa wanted to clarify the wording regarding item #37 before voting on this motion.

Mr. Aiken agreed that he had some discussion with the solicitor to clarify this agreement.

Roll Call Vote: All in favor #36, #38 and #39: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (8-0-0)

Six in favor #37: Mrs. Barr, Mr. Ciambrone, Mrs. Hassa, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. Abstain: Ms. Erickson and Mrs. Francis. (6-0-2)

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

40. To approve award of the project bid for ESIP – ECM#6 Solar PPA to HESP Solar, as per attached recommendation and Proposal, as per attachment Finance-40:



Year 1 Price per kWh	\$0.0069
Annual Escalation	1.9%
Length of PPA	15 Years
End of PPA removal of Asset	\$0
Year 1 savings Estimations	
Annual Production	476,148kWh
Annual Savings	\$45,710.00

41. To approve award for District ESIP – Boilers, (ECM#05), CHP(ESM#07), Cooling Towers (ECM #08), and Destratification Fans(ECM#14), to Kisby-Lees Mechanical LLC, managed and paid for by DCO, as per attached recommendation and Proposal in the total bid amount of \$1,676,580, as per attachment Finance-41.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp and Mr. Aiken.  
(8-0-0)

**ADMINISTRATION COMMITTEE (Personnel and Discipline);**

**Chairperson: Mrs. Kupp**

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

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

1. To approve District substitutes for the 2018-2019 school year, as per attachment Administration-1.
2. To approve homebound instruction for the 2018-2019 school year, as per attachment Administration-2.
3. To approve fieldwork placements for the 2019-2020 school year, as per attachment Administration -3.

4. To approve the following unpaid leaves of absence:
  - Kathleen McWilliams, Davies Teacher – March 26th, April 2nd, April 12th (1/2 day) and April 17th, 2019
  - Barbara Johnston, Hess part-time Paraprofessional – March 25th, March 28th and April 11, 2019
  - Bryn Sissman, Hess School Psychologist – June 14th and 17th, 2019
  - Madeline Payne, Shaner Teacher – April 2nd (1/2 day) and April 8-9, 2019
  - Heather Jenigen, part-time Shaner School Paraprofessional – April 10-11, 2019
  - Ericka Dabney – part-time Shaner School Para-professional, March 27-29, 2019
  - Janelle Nicoletti, part-time Hess School Paraprofessional – April 17th (1/2 day) and April 18, 2019, April 24-26, 2019
  - Dushyanthiny Kiritharan, part-time Shaner School Paraprofessional – May 17th and 20th, 2019
  
5. To approve Scott Meile as the 2018-2019 Senior Citizen Computer Class Instruction at the rate of \$25.31/hour.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp and Mr. Aiken. (8-0-0)

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

6. To accept a retirement notice from Meg Castellano, Shaner School teacher received March 29, 2019 with her last day of employment to be June 30, 2019, as per attachment Administration-6.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp and Mr. Aiken. (8-0-0)

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

7. To accept a retirement notice from Donna Giardina, Hess School Food Service worker effective April 1, 2019, as per attachment Administration-6.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp and Mr. Aiken. (8-0-0)

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

8. To accept a retirement notice from James Daniels, Davies School teacher dated March 12, 2019 with his last day of employment to be June 30, 2019, as per attachment Administration-7.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp and Mr. Aiken. (8-0-0)

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

9. To accept a retirement notice from Susan Milone, Shaner School teacher dated April 12, 2019 with her last day of employment to be June 30, 2019, as per attachment Administration-9.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp and Mr. Aiken. (8-0-0)

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

10. To approve the revised start date of April 1,

2019 for Iliese Wagner, Hess School teacher for the 2018-2019 school year.

Was previously approved on March 25, 2019.

11. To approve a Medical Leave of Absence for Traci Brittain, full-time Shaner School Paraprofessional. Ms. Brittain is requesting to use Family Medical Leave of Absence from April 11, 2019 through April 15, 2019 and will use her remaining three sick days from April 16, 2019 through April 18, 2019 with a return to work date of April 24, 2019, as per attachment Administration-11.
12. To accept a resignation notice from Maureen Bruner, part-time Hess School teacher dated April 4, 2019 with her last day of employment to be June 30, 2019, as per attachment Administration-12.
13. To accept a resignation notice from Mike Bordonaro, Attendance Officer dated April 5, 2019 with his last day of employment to be May 2, 2019, as per attachment Administration-13.
- 14.. To approve the following Kid's Corner Staff for the 2018-2019 school year at the rate of \$12.00 hour:
  - Jacqueline Burke
15. To approve a building transfer for Andrew Castellano, Paraprofessional, from Hess School to Davies School.
16. To approve an intermittent Family Medical Leave of Absence for Kelly Petrucci, Shaner School teacher for the 2018-2019 school year beginning April 17, 2019, as per attachment Administration-16.
17. To approve Belinda Velez as a part-time, 10 month, 29 hours/week Hess School Paraprofessional for the period May 7, 2019

through June 30, 2019, Paraprofessional Guide, Step 1, with a total annual salary of \$17,620.00, pro-rated, as per attachment Administration-17.

18. To approve Abigail Montemurro as a part-time, 10 month, 29 hours/week Shaner School Paraprofessional for the period May 6, 2019 through June 30, 2019, Paraprofessional Guide, Step 1, with a total annual salary of \$17,620.00, pro-rated, as per attachment Administration-18.
19. To approve Kristen Shaughnessy as a full-time, 12 month Personnel Specialist for the 2018-2019 school year with a total annual salary of \$42,000.00, pro-rated, as per attachment Administration-19.

Mrs. Shaughnessy is a replacement for Elen Manalang.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp and Mr. Aiken.  
(8-0-0)

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

20. To approve the following STEAM/ART Show staff for the 2018-2019 school year at the rate of \$25.31/hour:

- Carla Burke
- Mike Draper
- Jennifer Einwechter
- Gail Elliott
- Mike Guedes
- Rachel Husta
- Sarah Platt

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp and Mr. Aiken.  
(8-0-0)

Mays Landing, NJ  
April 29, 2019

**OPERATIONS COMMITTEE (Facilities and Transportation):**  
**Chairperson: Mr. Ciambrone**

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

1. To approve club/activity trips for the 2018-2019 school year, as per attachment Operations-1.

Roll Call Vote: All in favor: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Higbee, Mrs. Kupp and Mr. Aiken.  
(8-0-0)

**RESOLUTIONS**

None

**SOLICITOR'S REPORT**

None

**UNFINISHED BUSINESS**

Mrs. Hassa noted that she has been invited to other school districts to observe their STEAM Programs. She encouraged any other Board members to attend as well.

**NEW BUSINESS**

Mrs. Kupp would like to look into the policy regarding school/field trips and having parents/guardians take their child from the site of the trip.

**PUBLIC COMMENTS**

Mrs. Stecher complimented all who participated in the organization of the Resource Fair recently held. It was the best turnout the district has seen.

Laurie Derringer asked if the budget would affect any positions being cut next year. Mr. Vogel replied.

**ADJOURNMENT**

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

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

The Hamilton Township Board of Education meeting adjourned at 8:58 p.m.

Anne-Marie Fala  
School Business Administrator/Board Secretary

Mays Landing, NJ  
April 29, 2019