

Mays Landing, NJ  
May 20, 2019

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF EDUCATION  
HELD ON MAY 20, 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 6:10 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 (arrived 7:04 p.m.), Ms. Margaret Erickson (arrived 6:20 p.m.), Mrs. Amelia Francis, Mrs. Amy Hassa, Mr. Derek Haye, Mr. James Higbee (arrived 7:20 p.m.), Mrs. Barbara Kupp, and Mr. Eric Aiken.

Absent: None

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 Mr. Haye, 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

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 70

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minutes.

Voice Vote: All in favor (6-0-0)

The Board entered into Executive session at 6:11 p.m.

Mrs. Hassa left the meeting at 7:06 p.m. to take a conference call for the NJSBA Task Force.

The Board resumed the regular session of the meeting at 7:12 p.m.

Eric Aiken led the Pledge of Allegiance.

**Pledge of Allegiance**

Moment of silence for private reflection.

**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.

*Presentation:*

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

*Presentation:*

National READ 180 Award  
To Kayra Robles – Grade 8  
*Given by:* Megan Ferguson, ESL Coordinator

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*Presentation:*

Davies Does Disney  
*Given by:* Ashley Winkler, et als.

*Presentation:*

Recognition of the 2019 Hamilton Township  
District Retirees, Teachers of the Year, Educational Service Professionals of the Year  
and Paraprofessionals of the Year

Shaner

Retirees

Mitzi Tolson	23 Years of Service
Margaret Castellano	31 Years of Service
Susan Milone	31 Years of Service
Angelina Piergross	31 Years of Service

Cindy Bahgat	Teacher of the Year
Kelly Petrucci	Educational Service Professional of the Year
Kaylie Savannah	Paraprofessional of the Year

Hess

Retirees

Eileen O'Sullivan	18 Years of Service
Barbara Barresi	18 Years of Service
Kathleen Reed	21 Years of Service
Lucinda Boddy	22 Years of Service
Nancy Barrall	26 Years of Service
Carol Tomasello	30 Years of Service
MaryLou Higbee	35 Years of Service
Lynn Evangelist	36 Years of Service

Kimberly Smith	Teacher of the Year
Laura Hackney	Educational Service Professional of the Year
Tara Thies	Educational Service Professional of the Year
Jennifer Quartararo	Paraprofessional of the Year

Davies

Retirees

Nancy Amatuzio	11 Years of Service
Debora Conrad	16 Years of Service
Russell Clark	20 Years of Service

Brandi Serbeck-Holdren	Teacher of the Year
Michael Diorio	Educational Service Professional of the Year

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Nancy Amatuzio Paraprofessional of the Year

Food Services  
Retirees

Donna Giardina 22 Years of Service

Mrs. Hassa returned to the meeting at 8:09 p.m.

**APPOINTMENTS:**

A. Motion by Mr. Aiken, seconded by Mrs. Hassa, to approve the following appointments for the period July 1, 2019 through June 30, 2020:

	<u>Position</u>	<u>Name</u>
1.	Solicitor	Law Firm of Nehmad, Perillo, Davis & Goldstein P.C.
2.	Bond Counsel	McManimon & Scotland, L.L.C.
3.	Affirmative Action Officer	Russell Clark, Vice Principal
4.	Emergency Management Team	Davies School Principal Shaner School Principal Hess School Principal
5.	Section 504 Compliance Officers	Special Education Supervisor
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, P.C.
10.	Auditor	Ford, Scott & Associates, LLC
11.	Financial Investment Auditors	Acacia Financial Group
12.	Labor Relations Consultant	Adams, Gutierrez & Lattiboundere, LLC

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- |     |  |  |
|-----|--|--|
| 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/Custodian Supervisor                          |
| 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  |
| 20. | Homeless Liaison   | Colleen Bretones   |
| 21. | Indoor Air Quality Coordinator                                   | Ian Nelson   |
| 22. | Right to Know Coordinator  | Ian Nelson   |
| 23. | Stability Liaison and Children in Court Advisory Contact (CICAC) | Dana Kozak   |
| 24. | School Safety Specialist   | Superintendent   |

Roll Call Vote: Seven in favor #1: Mrs. Barr, Mr. Ciambrone, Mrs. Hassa, Mr. Hays, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. Abstain: Ms. Erickson and Mrs. Francis. (7-0-2)

Eight in favor #2 through #24: Mrs. Barr, Mr. Ciambrone, Mrs. Francis, Mrs. Hassa, Mr. Hays, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. Abstain: Ms. Erickson. (8-0-1)

**B. Official Publication**

Motion by Mr. Aiken, seconded by Mrs. Kupp, 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. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp and Mr. Aiken. (9-0-0)

C. Official Depositories

Motion by Mr. Aiken, seconded by Mrs. Barr, to designate the following banks as legal depositories for the Hamilton Township School District: Ocean First 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. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp and Mr. Aiken. (9-0-0)

D. Tax Shelter Annuities

Motion by Mr. Aiken, seconded by Mrs. Kupp, 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. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp and Mr. Aiken. (9-0-0)

E. Signatories

Motion by Mr. Aiken, seconded by Mrs. Kupp, 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 signatures)
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)
Capital Projects Account	Superintendent, Board Secretary (2 signatures)

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

F. Wire Transfers

Motion by Mr. Aiken, seconded by Mrs. Kupp, 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. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp and Mr. Aiken. (9-0-0)

G. Petty Cash Funds

Motion by Mr. Aiken, seconded by Mrs. Kupp, to establish Petty Cash Funds for the 2019-2020 school year as follows:

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	200.00

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

H. Budgetary Accounting, Payroll and Personnel Recordkeeping

Motion by Mr. Aiken, seconded by Mrs. Barr, to approve Computer Solutions, Inc. CSI SMARTS educational software for the 2019-2020 school year for the following applications: budgetary accounting, payroll and personnel recordkeeping.

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

I. Pupil Records

Motion by Mr. Aiken, seconded by Mrs. Barr, 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. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp and Mr. Aiken. (9-0-0)

J. Adoption of Curriculum

Motion by Mr. Aiken, seconded by Mrs. Barr, to adopt the attached curriculum for all three schools, as per attachment VII-J.

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

K. Official Bargaining Units

Motion by Mr. Aiken, seconded by Mrs. Barr, to approve the following bargaining units:

- a. Hamilton Township Education Association



- b. Hamilton Township Administrator's Association
- c. Hamilton Township Supervisors', Coordinators' and Director's Association

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

L. District Policies

Motion by Mr. Aiken, seconded by Mrs. Barr, to approve all district Policies and Regulations in accordance with New Jersey Administrative Code (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. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp and Mr. Aiken. (9-0-0)

M. District Procedures

Motion by Mr. Aiken, seconded by Mrs. Barr, to approve all district Standard Operating Procedures

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

N. Use of Facilities

Motion by Mr. Aiken, seconded by Mrs. Barr, to approve the Fee Schedule for Use of Facilities, as per attachment VII-N.

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

O. Motion by Mr. Aiken, seconded by Mrs. Barr, to approve the confirmation of the following Special Education programs for the 2019-2020 school year.

- Multiply Disabled at Shaner, Hess and Davies
- Pre-School Students w/Disabilities at Hess
- Resource In-Class at Shaner, Hess and Davies
- Resource Pull-Out at Shaner, Hess and Davies

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

- P. Motion by Mr. Aiken, seconded by Mrs. Barr, to approve the District Job Descriptions.

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

- Q. Contracts for 2019-2020

Motion by Mr. Aiken, seconded by Mrs. Barr, to approve as follows:

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 2019-2020 fiscal year ending June 30, 2019. 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 2019-2020 fall under this certification.

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

### **Approval of Minutes**

Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve the regular and executive session minutes of the meeting of April 29, 2019, as per attachment-Minutes-1.

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

### **PUBLIC COMMENTS**

None

### **BOARD MEMBER COMMENTS**

Mrs. Hassa attended the last meeting of the NJ School Board Mental Health and Safety Task Force. She noted that a report of school initiatives will be coming out shortly and she feels that Hamilton Township was represented well with the feedback of the questionnaire.

Mrs. Hassa recognized the incredible job done by the music department this year.

Mrs. Kupp recognized Sue Burnetta and the phenomenal job done with the Shaner Space Night recently held. She congratulated Eric Aiken and Amy Hassa for the awards received at the New Jersey School Board Dinner.

Ms. Erickson recognized all the staff members who go above and beyond to give students the opportunity to participate in extra activities.

Mr. Aiken also recognized Sue Burnetta for her efforts on Space Night at Shaner. He asked for support for Spirit Night at Chick Fil-A next week and congratulated the Hess and Shaner Schools for their Spirit Award presented by the Hamilton Mall.

## **SUPERINTENDENT/STAFF REPORTS**

### (A) Information Items

#### 1. Dates to Remember

- a. May 24, 2019 – Davies 8<sup>th</sup> Grade Dinner Dance – Davies Cafeteria – 6:00 to 9:00 p.m.
- b. May 27, 2019 – Memorial Day – Schools Closed
- c. May 30, 2019 – Davies 8<sup>th</sup> Grade Awards Night – Davies Cafeteria – 7:00 to 8:30 p.m.
- d. June 4, 2019 – Academic Excellence Luncheon – Carriage House
- e. June 11, 2019 – Davies – 8<sup>th</sup> Grade Celebration Ceremony – Oakcrest – 4:00 p.m.
- f. June 24, 2019 – Board of Education Meeting – 6:00 p.m. (Executive Session) 7:00 p.m. (Regular Session)

(B) Harassment, Intimidation and Bullying Incident Log, as per attachment XI-B.

(C) Student Discipline Reports for the month of April, 2019, as per attachment XI-C

(D) Registration/Transfer Statistics for the Month of April, 2019, as per attachment XI-D.

(E) Enrollment for the month of April, 2019, as per attachment XI-E.

### (F) Other

- Shaner School Recognition as a NJ Showcase School through DOE's Collaboration with the Boggs Center at Rutgers University.

Mr. Vogel recognized Mr. Cartwright and the Shaner School for being recognized by the NJ Department of Education as a Showcase School. Mr. Cartwright spoke as to what this recognition means for the district.

**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. 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 2019-2020.
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 2019-2020.
3. To approve Policy and Regulation #1613 – Disclosure of Applicant’s Employment History on second reading.
4. To approve Policy and Regulation #1642 – Earned Sick Leave Law on second reading.
5. To approve Policy and Regulation #1550 – Equal Employment/Anti-Discrimination Practices with changes on second reading, as per attachment Instruction-5.
6. To approve Policy #2431 – Athletic

Competition with changes on second, reading, as per attachment Instruction-6.

7. To approve Policy #5533 – Student Smoking on second reading.
8. To approve Policy #5535 – Passive Breath Alcohol Sensor Devised on second reading.
9. To approve Policy #8462 – Reporting Potentially Missing or Abused Children with changes on second reading, as per attachment Instruction-9.

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

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

10. To approve payment to certificated staff members for facilitating the Title One Parent Engagement Workshop to be held on May 15, 2019 (not to exceed 2.5 hours each) and to be paid at rate of \$31.15/hour as indicated in the 2016-2020 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association (see staff members listed below). This is funded through ESSA Title One Funds and/or Local Funds.

<u>Hess School</u>	<u>Shaner School</u>	<u>Davies School</u>
Corey Meisenhelter	Kelly Petrucci	Rachel Fifer
MaryLou Higbee	Clinton Richardson	Rachel Robinson
Lisa Goodwin	Tara Sutton	

11. To approve payment to the following certificated staff members for facilitating the Bilingual/ESL Parent Advisory Meeting to be held on May 23, 2019 (not to exceed 2.5 hours each) and to be paid at the rate of \$31.15/hour as indicated in the 2016-2020 Agreement between the Hamilton Township

Board of Education and the Hamilton Township Education Association. This is funded through ESSA Title One Funds and/or Local Funds.

<u>Hess School</u>	<u>Shaner School</u>	<u>Davies School</u>
Ann Andrew Kristine Labue	Achua Nguyen Josephine Torres	Megan Ferguson Virginia Dzialo

12. To approve a Task Order Agreement with John Hopkins University Center for Talented Youth (JHCTY) for the period June 30, 2019 through June 30, 2020, as per attachment Instruction-12.

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

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

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

1. To approve budget transfers in the amount of \$108,738.19, 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.

The following item has been included as an informational item:

3. Purchase orders issued for services, supplies and equipment in the amount of \$7,028,798.03, as per attachment Finance-3.
4. To approve bills and payroll in the total amount of \$5,530,825.88 and to authorize additional payments for the current fiscal year with Board

confirmation at the next regular meeting, as per attachment Finance-4:

<u>Fund</u>	<u>Title</u>	
10	General Fund	\$15,626.00
10	General Fund/Payroll	225,009.02
11	Current Expense	1,417,415.25
11	Current Expense/Payroll	2,458,104.30
12	Capital Outlay	2,978.89
20	Special Revenue	139,411.17
20	Special Revenue/Payroll	152,894.24
30	Building Projects	973,301.99
50	Cafeteria	113,421.16
50	Kids' Corner	24,496.55
50	Community Education	7,934.07
50	Camp Blue Star	233.24

5. 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-5.

Roll Call Vote: All in favor #1, #2 and #5: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Eight in favor #4: Mrs. Barr, Mr. Ciambrone, Ms. Erickson, Mrs. Francis, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. Abstain: Mrs. Hassa. (8-0-1)

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

6. To accept a Grant Award in the amount of \$5,979.00 from the Doug Flutie, Jr. Foundation for Autism, Inc., as per attachment Finance-6.

Mrs. Stecher spoke to explain the grant.

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

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

7. To approve the proposed 2019-2020 breakfast and lunch prices:

Shaner	Full Paid	\$2.75
	Reduced	\$ .40
Hess	Full Paid	\$2.75
	Reduced	\$ .40
Davies	Full Paid	\$3.00
	Reduced	\$ .40

8. To approve an Agreement with Quest Diagnostics for 2019-2020 pre-employment drug testing. There is no cost increase for the 2019-2020 school year, as per attachment Finance-8.
9. To approve Stuart Goldman, School Physician for the 2019-2020 school year for the total amount of \$21,600.00/year.
10. To approve a Contract with the law firm of Nehmad, Perillo, Davis & Goldstein, PC, to provide legal services to the district for the 2019-2020 school year, as per attachment Finance-10.
11. To approve a Contract with Fraytak Veisz Hopkins and Duthie, P.C., Architect for the 2019-2020 school year, as per attachment Finance-11.
12. To approve an Agreement between the Hamilton School District and Adams Gutierrez & Lattiboudere LLC, for the 2019-2020 school year for labor and personnel matters at the rate of \$160.00/hour for attorneys and \$95.00/hour for paralegals, as per attachment Finance-12.
13. To approve a Contract with AtlantiCare Physician's Group, PA for Occupational



Medicine Services for the 2019-2020 School year, as per attachment Finance-13.

14. To approve the Peer Review for the 2018-2019 Audit period, as per attachment Finance-14.
15. To approve and submit the FY2019 (Grant Year 2/1/2019-9/30/2019) Title I Reallocated Grant Application Amendment as per attachment. No budget changes were made. The only change is to include the original board approval date, as per attachment Finance-15.
16. To approve a Tuition Contract between the Hamilton Township Board of Education (sending District) and the Pineland Learning Center (receiving District) for one student for the 2018-2019 school year at a cost of \$297.00/per diem for 41 days beginning April 15, 2019 for a total cost of \$12,177.00.
17. To approve a Tuition Contract between the Hamilton Township Board of Education (receiving District) and the Pleasantville Board of Education (sending District) for two homeless students for the period May 1, 2019 through June 30, 2019, for a period of 32 days at a rate of \$68.38/per diem each for a total cost of \$2,188.16, pro-rated each.
18. To approve a Tuition Contract between the Hamilton Township Board of Education (receiving District) and the Pleasantville Board of Education (sending District) for one disabled pre-school student for the period February 5, 2019 through June 30, 2019, for a period of 86 days at a rate of \$131.80/per diem each for a total cost of \$11,334.80, pro-rated, plus additional services.

Roll Call Vote: Eight in favor #7 through 9 and #11 through 18: Mrs. Barr, Mr. Ciambrone, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp and Mr. Aiken. Abstain: Ms. Erickson. (8-0-1)

Seven in favor #10: Mrs. Barr, Mr. Ciambrone, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. Abstain: Ms. Erickson and Mrs. Francis. (7-0-2)

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

19. To approve an Agreement between the Hamilton Township Board of Education and McManimon, Scotland & Baumann, LLC, Bond Counsel for the 2019-2020 school year, as per attachment Finance-19.
20. To approve bid award to CM3 Building Services, LLC for the new Energy Management System (ECM#02 & 03), managed and paid for by DCO in the total bid amount of \$897,000.00, as per attachment Finance-20.
21. To accept the following Hamilton Mall School Spirit Challenge awards:
  - First Place in the amount of \$5,000.00 for the Davies School
  - Third Place in the amount of \$1,500.00 for Hess School
22. To approve a Contract between Building Blocks Behavior Consultation, Inc. and the Hamilton Township School District to provide behavioral support services for the 2019-2020 school year, as per attachment Finance-22.
23. To correct the bid amount for 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 \$277,000. This was previously approved for the incorrect amount of \$227,000. The amount on the Resolution reflected the correct amount.

Mays Landing, NJ  
May 20, 2019

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

**Administration Committee (Personnel and Discipline):**  
**Chairperson: Mr. Haye**

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

1. To accept a resignation notice from Erika Dabney dated May 13, 2019 with her last date of employment to be June 17, 2019, 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 Summer hours for Mary Romagnino, Food Service Clerk, not to exceed 50 hours over a six week period with an estimated cost of \$1000.00 plus additional hours for records retention as required.
5. To approve Lateral movement for the 2019-2020 school year, as per attachment Administration-5.
6. To approve Longevity for the 2019-2020 school year, as per attachment Administration-6.
7. To approve the following staff members for the 2019 Shaner Summer Reading and Writing Program staff at the rate of \$49.60/hour:
  - Leslie Kayes
  - Achau Nguyen
  - Stephanie Berardis
  - Nicholas Gabriel

- Dorothy Gildiner
8. To approve the following staff members for the 2019 Hess Summer Reading and Writing Program staff at the rate of \$49.60/hour:
    - Gail Marie Elliott
    - Ann Andrew
    - Stephanie Weisel
    - Amanda Fortune
    - Jude Bruton
    - Tara Thies
    - Tammy Steelman
  9. To approve the following staff members Black Seal License Stipend for the 2018-2019 school year at the rate of \$750.00.
    - James Ryan
    - Kurt Von Hess
    - Tom Renzulli
    - Larry Good
    - Maria Cowley
    - Thelia McKiver
    - Van Pearson
    - Josie Martin
    - David Jimenez
  10. To approve Certified Pool Operator License Stipend for Ian Nelson for the 2018-2019 school year at the rate of \$750.00.
  11. To approve a Stipend for Cheryl Porreca in the amount of \$1,000.00 for the 2019-2020 school year for responsibilities assumed following the elimination of the Treasurer of School Monies position.
  12. To approve Certificated Staff for the 2019-2020 school year, as per attachment Administration-12:

Tenured  
Non-Tenured

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

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

13. Moved to end of Committee motions.
14. To approve Supervisors staff for the 2019-2020 school year, as per attachment Administration-14.
15. To approve non-certificated staff for the 2019-2020 school year, as per attachment Administration-15:  
  
Paraprofessionals – F/T-P/T  
Technology  
Maintenance  
Custodial  
Food Service  
Secretaries  
SRAO's and Transportation Specialist  
Board Office Staff
16. To approve Special Education Extended School Year and Summer Child Study Team Services staff, as per attachment Administration-16.
17. To approve Summer hours for Guidance Counselors at the rate of \$49.60/hour:
  - Dorothy Schoenstein – Shaner – 25 hours
  - Michael Diorio – Davies – 15 hours
  - Wendy McKensie – Davies – 15 hours
18. To approve Summer hours for School Nurses at the rate of \$49.60/hour:
  - Barbara Graf – Shaner – 20 hours
  - Tracy Torres/Tina Bannon – Davies – 45 hours - 22.5/hours/each
  - Amanda Mitchell/Amanda Carty – 45

hours – 22.5/hours/each

19. To approve Summer hours for Dawn Duelly, Davies IMC, 16 hours at the rate of \$39/hour.
20. To approve 2019 Camp Blue Star Staff, as per attachment Administration-20.
21. To approve the 2019 Summer Band staff:

Director, Fred Rushmore	Rate: \$40.00/hr.
Asst. Director, Andrea Dixon	Rate: \$35.00/hr.
Asst. Director, Andrew Palmentieri	Rate: \$35.00/hr.

22. To approve staff to attend IEP meetings at the rate of \$90.00/day, not to exceed 5 hours/day, in accordance with Education Guidelines, as per attachment Administration-22.
23. To accept the April, 2019 HIB reported.
24. To approve the following unpaid leaves of absence for the 2018-2019 school year:
  - Michael Corrado, SRO, May 6-10, 2019
  - Ericka Dabney – Shaner School PT Paraprofessional, May 6, 2019 (full-day) May 10, 2019 (1/2 day)
  - Eva Christenson – Hess School PT Paraprofessional, May 13, 2019
  - Janelle Nicoletti, Hess School PT Paraprofessional, April 29, 2019 through May 23, 2019
  - Allison Baggstrom – Hess School PT Paraprofessional, May 9, 2019
  - Susan Pellegrino – Hess School FT Paraprofessional, May 7, 2019 (1/2 day)

25. To approve the submission of an employment Contract to the County Office of Education for Anne-Marie Fala, School Business Administrator for the 2019-2020 school year.

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

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

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

26. To accept a resignation notice from Samantha Hulse, Food Service Worker dated May 1, 2019 with her last date of employment to be June 17, 2019, as per attachment Administration-26.
27. To approve a Federal Family Medical Leave of Absence for Maureen Minton, Shaner School Paraprofessional. Mrs. Minton will use sick time for the period March 5, 2019 through April 30, 2019, personal time on May 1, 2019, and Federal Family Medical Leave for the period May 2, 2019 through June 5, 2019, as per attachment Administration-27.
28. To approve Jude Bruton for 2018-2019 STEAM/ART Show staff at the rate of \$25.31/hour.
29. To approve the following 2018-2019 Kid's Corner staff as follows:
  - Abigail Haughan - \$12.00/hour
30. To approve a maternity leave of absence for Kristen Bowen, Shaner School Teacher. Ms. Bowen is requesting to use her sick days from September 4, 2019 through September 25, 2019, an unpaid leave of absence September 26, 2019 through October 18, 2019 and NJ Family Leave from October 21, 2019 through December 20, 2019, as per attachment Administration-30.
31. To approve a maternity leave of absence for Jennifer Einwechter, Hess School Teacher. Ms. Einwechter is requesting to use her sick days from September 4, 2019 through December 3, 2019 and NJ Family Leave from December 4, 2019 through February 11, 2020, as per attachment Administration-31.

32. To approve maternity leave of absence for Andrea Muth, Hess School Teacher. Ms. Muth is requesting to use her sick days September 4, 2019 through September 13, 2019 and NJ Family Leave September 16, 2019 through December 13, 2019, as per attachment Administration-32.
33. To approve maternity leave of absence for Sarah Platt, Hess School Teacher. Ms. Platt is requesting to use her sick days September 4, 2019 through October 30, 2019 and NJ Family Leave October 31, 2019 through February 10, 2020, as per attachment Administration-33.
34. To approve a maternity leave of absence for Kristen Fisher, Shaner School Teacher. Ms. Fisher is requesting to use her sick days September 4, 2019 through September 20, 2019 and NJ Family Leave September 23, 2019 through December 20, 2019, as per administration-34.
35. To approve American Sign Language Interpreter position (position control #03-03-14/bpj).
36. To approve Pupil Personnel Services Supervisor position (position control #04-11-26/bpk).
37. To approve a Job Description for the American Sign Language Interpreter, as per attachment Administration-37.
38. To approve a Job Description for the Pupil Personnel Services Supervisor position, as per attachment Administration-38.
39. To accept a resignation notice from Jennifer Schwandt, Hess School part-time Paraprofessional dated May 1, 2019 with her last date of employment to be June 17, 2019, as per attachment Administration-39.



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

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

40. To accept a resignation notice from Amanda Rogo, Hess School teacher dated May 10, 2019 with her last date of employment to be June 30, 2019, as per attachment Administration-40.
41. To approve an intermittent NJ Family Medical Leave of Absence for James Stokes, Hess School teacher beginning April 30, 2019 through the end of the 2018-2019 school year, as per attachment Administration-41.
42. To approve a Family Medical Leave of Absence for Bonnie Repko, Hess School full-time Paraprofessional from May 8, 2019 through May 20, 2019, as per attachment Administration-42.
43. To approve Roxann Bryant as a full-time, 12 month Supervisor of Pupil Personnel Services for the period May 21, 2019 through June 30, 2019 with a total annual salary of \$91,000.00, as per attachment Administration-43.
44. To approve 2019 Camp Blue Star nursing staff as follows at the rate of \$25.00/hour:
  - Amanda Carty
  - Laura Christman
  - Tracy Torres
45. To approve a substitute for the 2018-2019 school year, as per attachment Administration-45.
46. To change the retirement date of Kathleen Reed from June 30, 2019 to January 1, 2020.

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

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Ciambrone, Ms. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

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

13. To approve Administration staff for the 2019-2020 school year, as per attachment Administration-13.

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

**OPERATIONS COMMITTEE (Facilities and Transportation):**

**Chairperson: Mr. Ciambrone**

Motion by Mr. Ciambrone, seconded by Mrs. Kupp, 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. Haye, Mr. Higbee, Mrs. Kupp, and Mr. Aiken. (9-0-0)

Motion by Mr. Ciambrone, seconded by Ms. Erickson, to approve the following motion, as presented:

3. To approve Davies students to attend the State Arts Festival on May 29, 30 and 31, 2019. Transportation is being provided by Oakcrest High School.

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

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

2. To approve a 2020 William Davies Middle School Arts and Science trip to Disney World Resort, Orlando, Florida as presented

(attachment Operations-2).

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

### **RESOLUTIONS**

None

### **SOLICITOR'S REPORT**

Mr. Goldstein explained Senator Sweeney's legislation regarding school consolidation. He noted that it is not yet in effect and there is no need to be concerned at this time.

### **UNFINISHED BUSINESS**

Ms. Erickson did attend the Legislative Review and the Delegate Assembly recently held. She noted the Legislative Review addressed advocacy for students. New leadership was sworn in at the Delegate Assembly. They also discussed a resolution for the funding formula for school districts. She noted that this resolution did not pass.

### **NEW BUSINESS**

None

### **PUBLIC COMMENTS**

Gerry Nelson of the PTA informed the Board that the Hamilton Township PTA has been awarded the best PTA in the area. He also asked for the support of the Board as members.

### **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

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 55 minutes.

Motion by Mr. Aiken, seconded by Mrs. Hassa, to enter into Executive session. Action may be taken.

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

The Board entered into Executive session at 9:03 p.m.

The Regular session of the meeting resumed at 9:52 p.m.

Motion by Mr. Aiken, seconded by Mrs. Hassa to uphold the administration's recommendation of the HIB report filed on a student.

Roll Call Vote: Three in favor: Mrs. Barr, Mr. Haye, and Mr. Kupp. Nay: Mrs. Francis, Mrs. Hassa, Mr. Higbee, and Mr. Aiken. Abstain: Mr. Ciambrone and Ms. Erickson. (3-4-2)

Motion by Mr. Aiken, seconded by Kupp, to authorize continuation of administrative leave for Employee #0026 pending an outcome of the investigation of the outlined incident. As soon as the investigation is complete, the Board and Employee #0026 will be notified of the findings.

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

### **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:

- CSA Evaluation

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 15 minutes.

Motion by Mr. Aiken, seconded by Mrs. Hassa to reenter Executive session for Personnel. No action will be taken.

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

Mr. Ciambrone and Mr. Higbee left the meeting and 9:55 p.m. Mr. Goldstein also left the meeting at this time.

The Board reentered Executive session at 9:56 p.m.

The regular session of the meeting resumed at 10:13 p.m.

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**ADJOURNMENT**

The Hamilton Township Board of Education meeting adjourned at 10:14 p.m.

Anne-Marie Fala  
School Business Administrator/Board Secretary