

**Hamilton Township Public Schools
Mays Landing, New Jersey**

**Agenda for Regular Meeting
March 25, 2019**

Location: Davies School Library

Time: 6:00 p.m. (Executive Session) 7:00 p.m. (Regular Session)

- I. Call to Order – Anne-Marie Fala, Business Administrator Page**
- II. Roll Call**
- III. 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 _____ minutes.

Motion_____Second_____Vote_____

- IV. Flag Salute**

V. Notice of Advertisement of Meeting

This meeting is being held in compliance with the Sunshine Law, having been advertised in the Press of Atlantic City, the Atlantic County Record, The Current of Mays Landing and notices posted at the Township Clerk’s Office, Mays Landing Post Office, Atlantic County Library, as well as all the schools of the district. A mechanical device is being used to record this meeting and this meeting is also being video-taped.

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

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

VI. Moment of silence for private reflection

VII. Approval of Minutes

Action	1. Motion to approve the regular and executive session minutes of the meeting of February 26, 2019 (attachment Minutes-1). Motion_____Second_____Vote_____	14
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VIII. Correspondence

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

X. Board Member Comments

XI. Superintendent/Staff Reports

A. Information Items

1. Dates to Remember

- **March 25, 2019 – Board of Education Meeting – 6:00 p.m. (Executive Session) 7:00 p.m. (Regular Session)**
- **April, 19, 22 & 23, 2019 - Schools Closed – Spring Break**
- **April 29, 2019 – Regular Meeting, Public Hearing on the Budget, and Adoption of the 2019-2020 Budget**
- **May 20, 2019 - Board of Education Meeting – 6:00 p.m. (Executive Session) 7:00 p.m. (Regular Session)**

FYI B. Registration/Transfer Statistics for the Month of February, 2019 (attachment XI-B). 34

FYI C. Enrollment for the month of February, 2019 (attachment XI-C) 35

FYI D. Harassment, Intimidation and Bullying Incident Log (attachment XI-D) 36

FYI E. Student Discipline Reports for the month of February, 2019 (attachment XI-E) 37

FYI F. Round-Up Registrations:

- **Pre-K:**
Tuesday, April 2, 2019 – 4:00 p.m. – 7:00 p.m.
Wednesday, April 3, 2019 – 9:30 a.m. – 2:30 p.m.
Thursday, April 4, 2019 – 9:30 a.m. – 2:30 p.m.
- **Kindergarten:**
Tuesday, April 9, 2019 – 4:00 p.m. – 7:00 p.m.
Wednesday, April 10, 2019 – 9:30 a.m. – 2:30 p.m.

All registrations take place at the Registration Office located at the Joseph C. Shaner Elementary School

- FYI G. April Davies Music/Events:
- 4/5/19 – 31st Annual Sock Hop Dance – 2:30 p.m. – 5:00 p.m.
 - 4/12/19 – Swing Kids Jazz Band @ Mainland Jazz Festival – 5:00 p.m.

- FYI H. *Presentation:*

Employee Health Benefits Proposal

Given by: Gary Goldfarb of
Brown & Brown Benefit Advisors

- FYI I. *Presentation:*

Ethic’s Workshop
Mary Ann Friedman, Representative
from New Jersey School Boards Association

- FYI J. **Other**

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

XII. Committees and Recommendations

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

Action 1. **Motion to approve the revised 2018-2019 District calendar (attachment Instruction-1).**
Motion_____Second_____Vote_____

Action	<p>2. Motion to approve the Board Secretary’s Report for the period ending February 28, 2019. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of February 28, 2019, and after review of the Secretary’s Monthly Financial appropriations section as presented and upon consultation with the appropriate district officials, to the best of the Board’s knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(c)4 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year (attachment Finance-2).</p> <p>Motion_____Second_____Vote_____</p>	103
FYI	<p>3. Interest Income for the month of February, 2019 (attachment Finance-3)</p>	139
FYI	<p>4. Receipts for the month of February, 2019 (attachment Finance-4)</p>	140
FYI	<p>5. Refunds for the month of February, 2019 (attachment Finance-5)</p>	148
FYI	<p>6. Capital Reserve Interest for the month of February, 2019 (attachment Finance-6)</p>	149
FYI	<p>7. Rental Income for the month of February, 2019 (attachment Finance-7)</p>	150
FYI	<p>8. Miscellaneous Revenue for the month of February, 2019 (attachment Finance-8)</p>	151
FYI	<p>9. The monthly Budget Summary Report for February, 2019, has been filed by the Board Secretary with the Hamilton Township Board of Education (attachment Finance-9).</p>	152
Action	<p>10. Motion to approve budget transfers in the amount of \$326,752.60 (attachment Finance-10).</p> <p>Motion_____Second_____Vote_____</p>	188

- Action** 11. **Motion to approve staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2018-2019 school year (attachment Finance-11).** 189
Motion_____ **Second**_____ **Vote**_____
- Action** 12. **Motion to approve a Tuition Contract between Pineland Learning Center and the Hamilton Township Board of Education for one student, for the period February 8, 2019 through June 30, 2019 (85 days) at a rate of \$297.00 per diem for a total cost of \$25,245.00.**
Motion_____ **Second**_____ **Vote**_____
- Action** 13. **Motion to approve a Tuition Contract between Hamilton Township Board of Education (sending District) and Atlantic County Special Services School District (receiving District), for a personal aide for one student for the 2018-2019 school year beginning March 6, 2019 through June 30, 2019, at a cost of \$42,840.00, plus an additional \$575.00 per week for the Extended School Year Program.**
Motion_____ **Second**_____ **Vote**_____
- Action** 14. **Motion to approve a Lease Agreement with Pitney Bowes for the period July 30, 2019 through June 30, 2024, for the District’s shipping and mailing equipment with quarterly payments in the amount of \$1,132.65 (attachment Finance-14).** 191
Motion_____ **Second**_____ **Vote**_____
- Action** 15. **Motion to approve Resolutions for submission of the following Sustainable Jersey for Schools Grants Programs (attachment Finance-15):** 194
- Wellness
 - Rethinking the Waste Stream
- Motion**_____ **Second**_____ **Vote**_____
- Action** 16. **Motion to approve the recycling of technology devices that are no longer of use to the District (attachment Finance-16).** 196
Motion_____ **Second**_____ **Vote**_____

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| Action | <p>17. Motion to approve a Pay for Performance Contract between the Hamilton Township School District and JDC Energy Services, LLC, for an Energy Reduction Plan (ERP) (attachment Finance-17).</p> <p>Motion_____Second_____Vote_____</p> | 200 |
| Action | <p>18. Motion to approve a Resolution #138 appointing a Risk Management Consultant for the 2019-2020 school year (attachment Finance-18).</p> <p>Motion_____Second_____Vote_____</p> | 213 |
| Action | <p>19. Motion to approve a Joint Transportation Agreement between the Hamilton Township School District and the Atlantic County Special Services School District (ACSSSD) for the 2019-2020 school year (attachment Finance-19).</p> <p>Motion_____Second_____Vote_____</p> | 216 |
| Action | <p>20. Motion to accept the Federal FY2019 (Grant Year 2/1/2019-9/30/2019) Title I Reallocated Grant Award in the amount of \$99,072 (includes \$288 of NP funds) (attachment Finance-20).</p> <p>Motion_____Second_____Vote_____</p> | |
| | <p>21. Motion to award the lighting bid to CM3 Building Services, LLC through the Camden County Educational Services Commission Co-Op Program for the complete installation, material and labor for LED lighting for the Davies, Hess and Shaner Schools (attachment Finance-21).</p> <p>Motion_____Second_____Vote_____</p> | 222 |
| Action | <p>22. Motion to accept the Superintendent's and Board Secretary's certification that they have reviewed all bills and purchase orders which are listed on the bill list, and hereby certify to the Board of Education that all purchase orders are sufficiently encumbered to cover the submitted bills, and further that all goods and services have been previously received.</p> <p>Motion_____Second_____Vote_____</p> | |
| Action | <p>23. Purchase orders issued for services, supplies and equipment in the amount of \$957,727.02 (attachment Finance-23).</p> <p>Motion_____Second_____Vote_____</p> | 254 |

Action 24. Motion to approve the following bills and payroll in the total amount of \$5,739,632.27 (attachment Finance-13). 258

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$28,845.00
10	General Fund/Payroll	224,914.74
11	Current Expense	1,746,360.90
11	Current Expense/Payroll	2,465,346.58
20	Special Revenue	123,618.34
20	Special Revenue/Payroll	148,353.20
30	Building Projects	812,356.75
50	Cafeteria	144,531.30
50	Kids' Corner	25,546.22
50	Community Education	9,496.06
50	Camp Blue Star	10,263.18

Motion _____ Second _____ Vote _____

C. Administration Committee (Personnel and Discipline):
 Chairperson: Mr. Haye
 All personnel actions are being taken by the recommendation of the Superintendent.

Action 1. Motion to approve district substitutes for the 2018-2019 school year (attachment Administration-1). 306

Motion _____ Second _____ Vote _____

Action 2. Motion to approve homebound instruction for the 2018-2019 school year (attachment Administration-2). 307

Motion _____ Second _____ Vote _____

Action 3. Motion to approve a fieldwork placement for the 2019-2020 school year (attachment Administration-3). 317

Motion _____ Second _____ Vote _____

Action 4. Motion to approve April 29, 2019 as the start date for Iliese Wagner, Hess School teacher for the 2018-2019 school year.

Mrs. Wagner was previously approved on February 26, 2019.

Motion _____ Second _____ Vote _____

Action

5. Motion to approve unpaid leaves of absence as follows:

- **Michael Corrado – School Resource Officer – March 11-15, 2019**
- **Shannon Hartey – Davies Paraprofessional – March 19, 2019**
- **Barbara Johnston – Hess Paraprofessional – March 18-22, 2019**
- **Holly Lesser – Hess School teacher – April 24-25, 2019**
- **Michele Slack, Hess School Paraprofessional – March 26, 2019**
- **Jill Poley – Shaner School Paraprofessional – May 15-16, 2019**

Motion_____Second_____Vote_____

Action

6. Motion to approve Kid’s Corner Staff for the 2018-2019 school year as follows:

- **Steven Cohen - \$12.00/hour**
- **Dana Quidachay - \$12.00/hour**

Motion_____Second_____Vote_____

Action

7. Motion to accept a retirement notice from Barbara Barresi, Hess School teacher dated March 7, 2019 with her last day of employment to be June 30, 2019 (attachment Administration-7). 319

Action

8. Motion to accept a retirement notice from Angel Piergross, Shaner School teacher dated March 7, 2019 with her last day of employment to be June 30, 2019 (attachment Administration-8). 320

Action

9. Motion to accept a retirement notice from Debora Conrad, Davies School teacher dated March 1, 2019 with her last day of employment to be June 30, 2019 (attachment Administration-9). 321

Action

10. Motion to accept a retirement notice from Lucinda Boddy, Hess School Paraprofessional dated March 3, 2019 with her last day of employment to be May 1, 2019 (attachment Administration-10). 322

Motion_____Second_____Vote_____

- Action** 11. **Motion to approve a Medical Leave of Absence for Eva Christenson, part-time Hess School Paraprofessional. Mrs. Christenson is requesting to use her remaining Family Medical Leave of Absence from April 15, 2019 through May 2, 2019 and sick days from May 3, 2019 through May 10, 2019, with a return to work day of May 13, 2019 (attachment Administration-11).** **323**
Motion_____Second_____Vote_____
- Action** 12. **Motion to accept a resignation notice from Adetokunbo Ajayi, Behavior Analyst dated March 11, 2019 with her last day of employment to be May 31, 2019 (attachment Administration-12).** **324**
Motion_____Second_____Vote_____
- Action** 13. **Motion to extend a Medical Leave of Absence for Jessica Hanley, Hess School teacher. Mrs. Hanley is requesting to use Federal Family Medical Leave for the period April 4, 2019 through May 14, 2019, a personal day on May 14, 2019, and unpaid leave of absence from May 16, 2019 through the end of the school year with a return to work date of September 1, 2019 (attachment Administration-13).** **325**

Mrs. Hanley’s leave of absence was previously approved on January 28, 2019).

Motion_____Second_____Vote_____
- Action** 14. **Motion to extend a Contract for Jessica Johnson, Hess School teacher from April 6, 2019 through the end of the school year. Mrs. Johnson is a replacement for Jessica Hanley, B.A., Step 1, with a total annual salary of \$51,910.00, pro-rated.**

Mrs. Johnson was previously approved on January 28, 2019.

Motion_____Second_____Vote_____
- Action** 15. **Motion to approve Larry Davidson as an Interim Assistant Supervisor of Facilities, five hours a day, beginning April 1, 2019 as needed for the duration of the Capital projects at the rate of \$150.00/per diem.**
Motion_____Second_____Vote_____

