

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF EDUCATION  
HELD ON NOVEMBER 23, 2020**

HAMILTON TOWNSHIP PUBLIC SCHOOLS  
Mays Landing, New Jersey

The Regular Meeting of the Hamilton Township Board of Education was called to order at 6:03 p.m. by Eric Aiken, President. This meeting was held in the William Davies Cafeteria. The meeting was held both in person and virtually. The meeting was also being recorded.

**Call  
To  
Order**

**ROLL CALL:**

The following members answered roll call: Mrs. Nanci Barr, Mx. Margaret Erickson, Mrs. Amelia Francis, Mrs. Amy Hassa, Mr. Derek Haye, Mrs. Barbara Kupp, Dr. Jerry Nelson, and Mr. Eric Aiken.

Absent: None

Also Present: Mr. Frank Vogel, Superintendent  
Mrs. Anna Marie Fala, School Business Administrator/Board Secretary  
Audra Pondish, Esquire

**EXECUTIVE SESSION**

Motion by Mr. Aiken, seconded by Mrs. Kupp, to enter into Executive session:

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

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:

- Personnel
- HIB
- Litigation

Further resolved that the discussion of such subject matter in executive session can be disclosed to the public when formal action is taken on such subject matter or at any other appropriate time.

Further resolved the Board may take action on items discussed in executive session.  
Further resolved that the Board will be in executive session for approximately 60 minutes.

Mays Landing, NJ  
November 23, 2020

The Board entered into Executive session at 6:04 p.m.

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

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, the Atlantic County Record and The Current of Mays Landing and notices 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. This meeting is being videotaped.

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

The first public portion is reserved for persons wishing to speak about agenda items only.

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

Moment of silence for private reflection.

**APPROVAL OF MINUTES**

None

**CORRESPONDENCE:**

Mr. Vogel noted a piece of correspondence that was sent to the Board. The Board has reviewed it and the administration has found a resolution.

**PUBLIC COMMENTS:**

Michelle Giardino, a district teacher spoke on behalf of HTEA President Amy Gold. She read a statement from Mrs. Gold which encouraged the board to have all schools move to all virtual learning from now until the middle of January based on the recent report distributed by the Department of Health. She asked the board to consider keeping the community safe and to please consider moving to 100% virtual instruction.

Christen Vogel expressed concern for parents paying for daycare due to the prolonged school closures.

Mr. Vogel pointed to the limitations of COVID.

### **BOARD MEMBER COMMENTS**

Amy Hassa gave a heartfelt thank you to the members of the Board and the District office for the care, consideration and concern during her family's recent loss.

Dr. Nelson echoed the comments made by the HTEA that the teachers at Hess have been doing an outstanding job during the remote learning. He is a parent of one of these students and he sees the work they are doing.

Mr. Aiken reminded everyone that information can be found on the District website regarding the process of selecting a new Superintendent. Included on the website are surveys for parents and staff. He encouraged everyone to please complete to help in the process.

Mx. Erickson, attending this meeting virtually, asked Mr. Aiken to inform the Board that she recently attended a Delegates Assembly and, during this meeting, a resolution was passed with added restriction to try to dissuade people from running for an additional seat on the same board when their current seat still has time left. A summary of this can be found on the NJSBA website.

Mr. Aiken thanked the staff for their efforts during this difficult time.

### **SUPERINTENDENT/STAFF REPORTS**

#### (A) Information Items

##### 1. Dates to Remember

- Tuesday, November 26<sup>th</sup> and Friday, November 27, 2020 – Thanksgiving Holiday – Schools Closed
- December 21, 2020 – Board of Education Meeting – 6:00 p.m. (Executive Session) 7:00 pm. (Regular Session)
- December 24-31, 2020 – Schools Closed – Winter Break
- January 1, 2021 – Schools Closed – New Year's Day
- January 6, 2021 – Board of Education Reorganization Meeting – Davies School – 7:00 p.m.

#### (B) Registration/Transfer Statistics for the Month of October, 2020, as per attachment Registrations.

- (C) Enrollment for the month of October, 2020, as per attachment Enrollment.
- (D) Harassment, Intimidation and Bullying Incident Log, as per attachment HIB.

*Presentation:*

Update on HVAC System

Given by: John Veisz, Architect  
Fraytak Veisz Hopkins Duthie, P.C.

Steve Gillan,  
Gillan & Hartmann, Inc.

- (E) *Presentation:*

Davies School Winter Concert Video

Presenter: Andrew Palmentieri

- (F) *Presentation:*

2019-2020 School Self-Assessment for  
Determining Grades

Given by: Jeff Wellington  
Supervisor of Special Projects

Mr. Vogel discussed the latest data from the New Jersey Department of Health related to Covid-19.

Dr. Nelson discussed the importance of mental health and the responsibility of the Board to consider what is best for teachers and students.

Mrs. Kupp expressed concern that despite the fact the Board all agreed this past summer that the best scenario is to have students return to a school setting, the situation has changed. With the anxiety and stress at this time, due to more exposure, she is no longer sure that is what is best.

Mrs. Hassa agreed that the inconvenience of switching to all virtual learning at this time to keep everyone safe is better than having to mourn the loss of someone. The Board should base their decision on the number of cases in the area.

Further discussion was held regarding the merits of students returning to virtual learning as the number of COVID-19 cases continues to rise.

Motion by Mrs. Barr, seconded by Mrs. Hassa, to authorize the Chief School Administrator to consider implementing full virtual instruction in concurrence with the Department of Health and the Department of Education should our region reach the orange threshold.

Roll Call Vote: Six in favor: Mrs. Barr, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mrs. Kupp, and Dr. Nelson. Nay: Mx. Erickson and Mr. Aiken.

### **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 motions, as presented:

1. To approve the following individuals as Gifted and Talented Coordinators for the 2020-2021 school year with a stipend amount of \$1,617.00 each.
  - Nick Gabriel for Shaner School
  - Scott Meile for Davies School

The stipend position was previously approved with a TBD for the individual.

2. To approve the following Policies/Regulations on first reading, as per attachments Instruction-2.
  - 2.1 Policy #5111 – Eligibility of Resident/Nonresident Pupils
  - 2.2 Policy #3159 – Teaching Staff Member/School District Reporting Responsibilities (A.#218)
  - 2.3 Policy & Regulation #3218 – Use, Possession, or Distribution of Substances (A. #218)
  - 2.4 Policy & Regulation #4218 – Use, Possession, or Distribution of Substances (A.#218)
  - 2.5 Policy #4219 – Commercial Driver’s License Controlled Substance and Alcohol Use Training (A.#218)
  - 2.6 Policy #5517 – School District Issued Student Identification Cards (A.#218)
  - 2.7 Policy & Regulation #6112 – Reimbursement of Federal and Other Grant Expenditures (A.#218)
  - 2.8 Policy & Regulation #7440 – School District Security (A.#218)
  - 2.9 Policy & Regulation #8600 – Student Transportation (A.#218)
  - 2.10 Policy #8630 – Bus Driver/Bus Aide Responsibility  
Regulation #8630 – Emergency School Bus Procedures (A.218)
  - 2.11 Policy #8670 – Transportation of Special Needs Students (A.218)
  - 2.12 Policy #9210 – Parent Organizations (A.#218)
  - 2.13 Policy #9400 – Media Relations (A.#218)
  - 2.14 Policy #0152 – Board Officers (A.#219)
  - 2.15 Policy & Regulation #1581 – Domestic Violence (A.#219)
  - 2.16 Policy #2422 – Health and Physical Education (A.#219)
  - 2.17 Policy #3421.13 – Postnatal

- Accommodations (Teaching Staff Members)(A.#219)
- 2.18 Policy #4421.12 – Postnatal Accommodations (Support Staff Members)(A.#219)
  - 2.19 Policy and Regulation #5330 – Administration of Medication (A.#219)
  - 2.20 Policy #7243 – Supervision of Construction (A.#219)
  - 2.21 Policy #8210 – School Year (A.#219)
  - 2.22 Policy #8220 – School Day Regulation #8220 – School Closings (A.#219)
  - 2.23 Policy #8462 – Reporting Potentially Missing or Abused Children (A.#219)
  - 2.24 Policy #1649 – Federal Families First Coronavirus (COVID-19) Response Act (A.#220)
  - 2.25 Policy #2270 – Religion in the Schools (A.#220)
  - 2.26 Policy #2431.3 – Heat Participation Policy for Student-Athlete Safety (A.#220)
  - 2.27 Policy #2622 – Student Assessment (A.#220)
  - 2.28 Policy and Regulation #5111 – Eligibility of Resident/Nonresident Students (A.#220)
  - 2.29 Policy and Regulation #5200 – Attendance (A.#220)
  - 2.30 Policy and Regulation #5320 – Immunization (A.#220)
  - 2.31 Policy and Regulation #5330.04 – Administering an Opioid Antidote (A.#220)
  - 2.32 Policy #5610 –Suspension Regulation #5610 – Suspension Procedures (A.#220)
  - 2.33 Policy#5620 – Expulsion (A.#220)
  - 2.34 Policy and Regulation #8320 – Personnel Records (A.#220)
  - 2.35 Policy #1620 – Administrative Employment Contracts (A.#221)
  - 2.36 Policy #2431 – Athletic Competition (A.#221)
  - 2.37 Regulation #2431.1 - Emergency

Procedures for Sports and Other Athletic  
Activity (A.#221)

- 2.38 Policy and Regulation #5330.05 – Seizure  
Action Plan (A.221)
  - 2.39 Policy #6440 – Cooperative Purchasing  
(A.#221)
  - 2.40 Policy and Regulation #7440 – School  
District Security (A.#221)
  - 2.41 Policy #7450 – Property Inventory  
(A.#221)
  - 2.42 Policy and Regulation #7510 – Use of  
School Facilities (A.#221)
  - 2.43 Policy #8420 – Emergency and Crisis  
Situations (A.#221)
  - 2.44 Policy #8561 – Procurement Procedures  
for School Nutrition Programs (A.#221)
  - 2.45 Policy #1648.03 – Restart and Recovery  
Plan – Full-Time Remote Instruction  
(A.#221)
3. To approve local and grant funded extra-  
curricular activities and staff stipends for the  
2020-2021 school year, as per attachment  
Instruction-3.

The stipend position was previously  
approved with name TBD.

Roll Call Vote: All in favor: Mrs. Barr, Mx.  
Erickson, Mrs. Francis, Mrs. Hassa, Mr.  
Haye, Mrs. Kupp, Dr. Nelson, and Mr. Aiken.  
(8-0-0)

**B. Finance Committee – Chairperson: Mr. Haye**

Motion by Mr. Haye, seconded by Mrs. Kupp, to approve the following motions, as presented:  
#3 is included for information.

- 1. To approve budget transfers in the amount  
of \$579,953.62, 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.
3. Purchase orders issued for services, supplies and equipment in the amount of \$3,312,429.98 as follows, as per attachment Finance-3.
4. To approve the following bills and payroll in the total amount of \$3,805,371.81 for the 2020-2021 school year, as per attachment Finance-4.

| <u>Fund</u> | <u>Title</u>            | <u>Amount</u> |
|-------------|-------------------------|---------------|
| 10          | General Fund            | \$45,447.00   |
| 10          | General Fund Payroll    | 201,624.10    |
| 11          | Current Expense         | 653,492.74    |
| 11          | Current Expense Payroll | 2,375,245.27  |
| 20          | Special Revenue         | 97,637.77     |
| 20          | Special Revenue Payroll | 169,387.48    |
| 30          | Building Projects       | 91,856.42     |
| 50          | Cafeteria               | 165,455.73    |
| 50          | Kid's Corner            | 4,742.30      |
| 50          | Community Education     | 483.00        |

5. To approve the following Tuition Contracts (Hamilton Township sending District):

| <u>District</u> | <u>Type</u>    | <u># of Students</u> | <u>School Year (time frame)</u> | <u>Cost (pro-rated as necessary)</u>       |
|-----------------|----------------|----------------------|---------------------------------|--|
| Middle Twp.     | McKinney Vento | 1                    | 9/8/20 to 12/5/20               | \$4,572.54<br>(\$80.22 per diem) (57 days) |

6. To approve payment of all bills including construction bills between meetings with the approval of the President and Vice President.

7. To approve professional development for the 2020-2021 school year including costs related to applicable reimbursable expenses, as per attachment Finance-7.
8. To approve the following tuition contract (Hamilton Township is receiving District):

| <u>District</u> | <u>Type</u> | <u># of students</u> | <u>School Year (time frame)</u> | <u>Costs (prorated as necessary)</u> |
|-----------------|-------------|----------------------|---------------------------------|--------------------------------------|
| Atlantic City   | Foster      | 1                    | 9/14/20 to 6/30/21              | \$13,683.00 plus additional services |

9. To approve participation in the Atlantic County Audio-Visual Aids Commission for the 2020-2021 School Year at a total cost of \$3,396.00, as per attachment Finance-9.
10. To approve and submit the FY2021 Amended IDEA Application to include FY2020 carryover funds in the following amounts (all carryover funds are nonpublic), as per attachment Finance-10.

|                | <u>Original Funds</u> | <u>Carryover</u> | <u>Total</u>     |
|----------------|-----------------------|------------------|------------------|
| IDEA-Basic     | \$699,978.00          | \$12,285.00      | \$712,263.00     |
| IDEA-Preschool | <u>31,183.00</u>      | <u>0.00</u>      | <u>31,183.00</u> |
|                | \$731,161.00          | \$12,285.00      | \$743,446.00     |

11. To approve the following appointment for the period July 1, 2020 through June 30, 2021:

Dr. Richard Lynch, Certified Industrial Hygienist with the Environmental Safety Management Group.

12. To approve a Consultant Agreement between the Hamilton Township Board of Education and John Scavelli on a per diem basis for the period December 1, 2020 through December 31, 2021 at the rate of \$450.00 per diem, as per attachment Finance-12.
13. To approve the following bills and payroll in the total amount of \$799,688.64 for the 2020-2021 school year, as per attachment Finance-13:

| <u>Fund</u> | <u>Title</u>    | <u>Amount</u> |
|-------------|-----------------|---------------|
| 11          | Current Expense | \$799,688.64  |

Roll Call Vote: All in favor #1, #2, #3, #4, #5 and #7 through #13: Mrs. Barr, Mx. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mrs. Kupp, Dr. Nelson, and Mr. Aiken. (8-0-0)

Seven in favor #6: Mrs. Barr, Mx. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mrs. Kupp, and Mr. Aiken. Nay: Dr. Nelson (7-1-0)

**Administration Committee (Personnel and Discipline):**

**Chairperson: Mrs. Barr**

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

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

1. To approve the following resignation, as per attachment Administration-1:
  - Emis Feliz-Mendez, Shaner School Paraprofessional dated 11/9/20, effective 12/18/20

2. To accept the following retirement notices, as per attachment Administration-2:
  - Kimberly Mathis, Davies Teacher dated 10/22/20, effective 2/1/2021
  - Joy Welsh, Davies Teacher, dated 10/28/20, effective 2/1/2020-2021
3. To approve substitutes for the 2020-2021 school year, as per attachment Administration-3.
4. To approve the following Leaves of Absences (Administration-4 attachments):

|     | <u>Name</u>      | <u>School/<br/>District</u> | <u>Leave</u>  | <u>Position</u>  |
|-----|------------------|-----------------------------|---|------------------|
| 4.1 | Sarah Platt      | Hess                        | Requesting to take an unpaid leave of absence 12/7/20 through 6/7/21, followed by sick days 6/8 through 6/22/21.                  | Teacher          |
| 4.2 | Courtney Stewart | Hess                        | Maternity leave of absence utilizing 26 sick days 2/19-3/26/21 followed by 55 days of NJ FMLA 3/29-6/22/21                        | Teacher          |
| 4.3 | Lindsay Combs    | Davies                      | Maternity leave of absence utilizing 38 sick days 1/19-3/12/21, followed by 60 days of NJ FMLA 3/15-6/15/21. RTW date us 6/16/21. | Speech Therapist |
| 4.4 | Renee Richards   | Shaner                      | Unpaid day on 12/23/20  | Para             |

5. To approve new hires as follows, as per attachments Administration-5:

Mays Landing, NJ  
November 23, 2020

|     | Name             | Position         | School /District | Effective | Degree /Step          | Salary               | Replacement for/Reason  |
|-----|------------------|------------------|------------------|-----------|-----------------------|----------------------|---|
| 5.1 | Bastien Dolce    | Teacher          | Hess             | 11/24/20  | MA/Step 1             | \$56,450<br>prorated | Temporary maternity leave   |
| 5.2 | Brynn Cifaloglio | Teacher          | Hess             | 1/1/2021  | BA/Step1              | \$52,980<br>prorated | Stacy Weiner retirement<br>1/1/21-6/30/21                               |
| 5.3 | Marcelo Sanchez  | PT Custodian     | Davies           | TBD       | Custodian<br>B/Step 1 | \$16,216<br>prorated | Replacement for Lesvy Lara Resignation                                  |
| 5.4 | Jamie Bello      | Speech Therapist | Davies           | 1/14/21   | MA/Step 1             | \$56,450             | Replacement for Lindsay Combs<br><br>Maternity Leave<br>1/14/20-6/17/21 |
| 5.5 | Kristen Reid     | PT Teacher       | Hess             | 1/1/21    | BA/Step 1             | \$43,115             | Replacement for Brynn Cifaloglio<br>1/1/21-6/30/21                      |
| 5.6 | Brooke Mong      | PT Para          | Shaner           | TBD       | Para. Step 1          | \$18,380             | Replacement for Breanna Vicente   |

6. To approve emergency paid sick leave under the Cares Act for the following employees:
  - Employee #31687395
  - Employee #97953384
  - Employee #72865801
  - Employee #59797340
  - Employee #91819235
  - Employee #63159412
  - Employee #15933252
  - Employee #30938252
  - Employee #53169272
  - Employee #50930957
  
7. To approve the following building transfer for the 2020-2021 school year:
  - Kristen Flaherty, Paraprofessional from Hess to Shaner effective 11/2/2020
  
8. To approve the following student placements for the 2020-2021 school year, as per attachment Administration-8. 483
  
9. To approve the following Mentors for the 2020-2021 school year:
  - Jessica Gillespie for Bastien Dolce
  
10. To approve the start date of 11/12/20 for Matthew Jirau, Educational Interpreter. Mr. Jirau was previously approved on October 26, 2020.

Roll Call Vote: All in favor: Mrs. Barr, Mx. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mrs.Kupp, Dr. Nelson, and Mr. Aiken. (8-0-0)

**Operations Committee (Facilities and Transportation):**  
**Chairperson: Mx. Erickson**

Mx. Erickson stated that discussion was held in committee regarding the HVAC

system. There was also discussion regarding completion of the capital projects.

Dr. Nelson had a question regarding the pool. Mx. Erickson stated that the pool needs to be rebonded. The pool is not being used at this time and referendum funds will be used to complete this project.

### **RESOLUTIONS**

None

### **SOLICITOR'S REPORT**

None

### **UNFINISHED BUSINESS**

Mx. Erickson reminded the Board that they wanted to do more training involving relationship building to work on board goals. She suggested thinking of some ideas that the Board would like to discuss in the Spring.

### **NEW BUSINESS**

**None**

### **PUBLIC COMMENTS**

Rachel Ficken called in say that, If COVID-19 had never happened and the HVAC system had still broken, our Hess students would be out of school with no back-up plan. There would have been a huge amount of pressure on the district to get the situation sorted out and get the children back to school quickly. The parent's worry is that because virtual learning is in place, the administration isn't treating the situation with the true urgency it requires. What actions are being discussed to get the children back into a learning environment? Relocation to other schools? Renting other buildings? Renting temporary modular classrooms? Half days at Shaner/ Davies buildings?

Mr. Vogel responded that the situation is affected by COVID-19. Dr. Nelson observed that in the absence of COVID-19 opening the windows provided a solution. Mr. Vogel disagreed with the premise that administration is not treating the situation with the true urgency it requires. He and his administration have been doing everything possible to return the children to school and to resolve the HVAC situation.

Rachel Ficken also stated that virtual learning is disastrous for our students for both general and special education. I implore you to stay open for the sake of the students, who should be the center of everything the district does. The teachers are doing a great job with virtual learning, but it is emotional, stressful, and traumatizing for children.

Another question came from Laura who asked what specifically the district is offering for children who are struggling socially and emotionally with the switch to virtual and the lack of interaction with peers.

Mr. Wellington responded that the district continues to offer social emotional learning curriculum. In person and virtual counseling is also being offered.

Mrs. Stecher explained that the district is receiving a grant which will enable the hiring of additional counselors.

Home visits are being offered for students who require them and according to Mr. Wellington also risk assessments and HIB investigations are continuing as required.

## **ADJOURNMENT**

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

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

The Hamilton Township Board of Education meeting adjourned at 9:10 p.m.

Anne-Marie Fala  
School Business Administrator/Board Secretary