

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF EDUCATION  
HELD ON DECEMBER 21, 2020**

HAMILTON TOWNSHIP PUBLIC SCHOOLS  
Mays Landing, New Jersey

The Regular Meeting of the Hamilton Township Board of Education was called to order at 6:00 p.m. by Eric Aiken, President. This meeting was held virtually and telephonically. The meeting was also being recorded. **Call To Order**

Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve John Scavelli as Interim Board Secretary for tonight's meeting.

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)

**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  
Mr. John Scavelli, Interim Board Secretary  
Audra Pondish, Esquire

**EXECUTIVE SESSION**

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

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)

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:

- Business Administrator
- Personnel
- Residency
- Legal

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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.

The Board entered into Executive session at 6:06 p.m.

The Board resumed the Regular session of the meeting at 7:00 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**

Motion by Mr. Aiken, seconded by Mrs. Hassa, to approve the Regular and Executive session minutes of the meeting of October 26, 2020, as per attachment Minutes-1

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)

Motion by Mr. Aiken, seconded by Mrs. Barr, to approve the Regular and Executive session minutes of the Special meeting of November 9, 2020, as

per attachment Minutes-2.

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)

Motion by Mr. Aiken, seconded by Mrs. Hassa, to approve the Regular and Executive session minutes of the meeting of November 23, 2020, as per attachment Minutes-3.

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)

### **CORRESPONDENCE:**

Mr. Aiken noted correspondence received from Mr. Graham.

### **PUBLIC COMMENTS:**

None

### **BOARD MEMBER COMMENTS**

Mrs. Hassa commented on the outstanding effort and performance by our Music Department in presenting the Virtual Holiday Concert. She also noted that some of our own students have moved onto Cedar Creek and participated in the performance of the high school. It was great to see students do what they love to do.

Mr. Aiken also commented on the awesome job done by the Music Department in presenting the holiday concert. He also complimented those involved with the food distribution program.

Mrs. Hassa gave a shout out to the Art Department for designing the Hamilton Cares t-shirts that will be worn by our Food Service workers for the food distribution program.

### **SUPERINTENDENT/STAFF REPORTS**

#### A. Information Items

##### 1. Dates to Remember

- 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.

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- B. Registration/Transfer Statistics for the Month of November, 2020, as per attachment Registrations.
- C. Enrollment for the month of November, 2020, as per attachment Enrollment.

Mr. Vogel introduced Mr. John Scavelli who is attending the meeting to act as the Board Secretary in the absence of Mrs. Fala. As of January 1, 2021, Mr. Scavelli will be the Interim Superintendent upon Mr. Vogel's retirement.

- D. *Presentation:*

Chief School Administrator Search

Given by:  
Maryann Friedman  
Representative  
New Jersey School Board Association

### **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

None

- B. Finance Committee – Chairperson: Mr. Haye

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

1. To approve budget transfers in the amount of \$144,904.35, 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 \$172,948.45 as follows, as per attachment Finance-3.
4. To approve the following bills and payroll in the total amount of \$5,693,136.71 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	200,022.00
11	Current Expense	2,162,621.19
11	Current Expense Payroll	2,396,044.68
20	Special Revenue	155,803.94
20	Special Revenue Payroll	169,192.90
30	Building Projects	398,459.51
50	Cafeteria	160,739.11
50	Kid's Corner	4,806.38

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>
Monroe Twp.	McKinney Vento	1	9/8/20-6/30/21	\$14,055 (\$78.08 per diem)

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

This is to include two additional bills added to tonight's agenda from Kisby-Lees Mechanical for \$4,275 and \$20,728.

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 Townships is receiving District):

<u>District</u>	<u>Type</u>	<u># of Students</u>	<u>School Year (time frame)</u>	<u>Cost (pro-rated as necessary)</u>
Staff (children)	Out of District	2	2020-2021 School Year	\$3,500/each

9. To approve the Report of Receipts and Expenditures for the month of October, 2020. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of October, 2020, as per attachment Finance-9.

10. To approve the Board Secretary's Report for the period ending October 31, 2020. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of October 31, 2020, 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-10.

Roll Call Vote: All in favor #1, #2, #3, #4, #5, #7, #8, #9, and #10: 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)

The following items are included for information:

11. Interest Income for the month of October, 2020, as per attachment Finance-11.
12. Receipts for the month of October, 2020, as per attachment Finance-12.
13. Refunds for the month of October, 2020, as per attachment Finance-13.
14. Capital Reserve Interest for the month of October, 2020, as per attachment Finance-14.
15. Rental Income for the month of October, 2020, as per attachment Finance-15.
16. Miscellaneous Revenue for the month of October, 2020, as per attachment Finance-16.
17. The monthly Budget Summary Report for October, 2020, has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment Finance-17.

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

18. To approve the 6-month health waiver payment for the 2020-2021 school year for Frank Vogel, Superintendent in the amount of \$2,500.00, as per attachment Finance-18.

19. To accept to implement a Family Literacy Program and to accept SPAN grant funding, as per attachment Finance-19.
20. To approve the FY2021 Revised ESEA Application to include FY2020 Carryover Funds and FY2021 transfers and revisions to date in the following amounts:

<u>Title</u>	<u>Original Funds</u>	<u>Transfer/ New Funds</u>	<u>Carryover</u>	<u>Total</u>
Title I	\$596,037	\$0	\$179	\$596,216
Title I Reallocated	75,969	0	0	75,969
Title I SIA	16,300	2,000	0	18,300
Title IIA	108,504	0	3,135	111,639
Title III	13,872	0	1,203	15,075
Title IV	<u>28,090</u>	<u>0</u>	<u>1,456</u>	<u>29,546</u>
	\$838,772	\$2,000	\$5,973	\$846,745

21. To approve and submit the FY2020 (School Year March 13, 2020-September 30, 2022) ESSER Grant (part of the CARES Act) Amended Budget Application to include transfers to date and additional funding, as per attachment Finance-21.
22. To accept the additional funds for the Federal FY2020 (School Year March 13, 2020-September 30, 2022), ESSER Grant (part of the CARES Act) as indicated below:

	<u>Original Funds</u>	<u>Additional Funds</u>	<u>Total Funds</u>
ESSER Funds	\$496,361	\$232,066	\$728,427

23. To approve the following bills and payroll in the total amount of \$115,218.31 for the 2020-2021 school year, as per attachment Finance-23:

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
11	Current Expense	\$115,218.31



24. To accept the Federal FY2021 (School Year July 1, 2020-June 30, 2021) School Security Grant Funds as follows:

	<u>Public Funds</u>	<u>Non-Public Funds</u>	<u>Total Funds</u>
Security Funds	\$145,633.00	\$0.00	\$145,633.00

25. To approve and submit the FY2021 (School Year July 1, 2020- June 30, 2021) School Security Grant Budget Application. The Board certifies the availability of local funds in case the total estimated costs of the proposed work exceed the school district's grant allowance, as per attachment Finance-25.

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)

C. 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 resignations, as per attachment Administration-1:
  - Antonio Vaino, Hess Food Service Worker dated 11/30/20, effective 12/2/20
  - Kimberly Biasini, Shaner Paraprofessional dated 12/1/20, effective 1/1/21
  - Christopher Bryz-Gornia, Davies Paraprofessional dated 12/11/20, effective 1/15/21
  - Samira Broschard, Davies Paraprofessional dated 12/17/20, effective 1/17/21
2. To approve homebound instruction for the 2020-2021 school year, as per attachment Administration-2.

3. To approve substitutes for the 2020-2021 school year, as per attachment Administration-3.
4. To approve the following Leaves of Absences, as per Administration-4 attachments:

	<u>Name</u>	<u>School/ District</u>	<u>Leave</u>	<u>Position</u>
4.1	Natalie James	Shaner	EFMLA & EPSLA LOA 11/23 - 12/23/20 for child care purposes related to Covid-19. RTW date is 1/4/21.	Teacher
4.2	Lema Nader	Shaner	Unpaid LOA 12/10/20 - 1/31/21	Para
4.3	Amber Alberici	Hess	Maternity leave of absence utilizing 5 sick days 2/8 - 2/12/21 followed by 33 days of unpaid leave 2/16 - 4/1/21.	Teacher
4.4	Christen Vogel	Shaner	EFMLA & EPSLA LOA 12/2 - 12/23/20 for child care purposes related to Covid-19. RTW date is 1/4/21.	Para
4.5	Laura Jenner	Davies	Maternity leave of absence utilizing 38 sick days 2/8 - 4/1/21 followed by 51 days of child rearing leave 4/12 - 6/22/21	Teacher

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4.6	Alicia Champion	Shaner	Amend a maternity leave of absence for the 20-21 SY using 14 sick days 10/13 - 10/30/20, followed by 17 days of FMLA 11/2 - 12/1/20, followed by 40 days of NJ FMLA 12/2/20 - 2/5/21. RTW date is 2/8/21.	Teacher
4.7	Stephanie Andrus	Shaner	Unpaid Leave 12/23/20	Teacher
4.8	Laura Halter	Davies	Amend a maternity leave of absence for the 20-21 SY using 42 sick days 12/17/20-2/25/21, follow by 60 days of NJ FMLA 2/26- 5/28/21. RTW date is 6/1/21.	Teacher
4.9	Jessica Manzella	Hess	Maternity leave of absence for the 20-21 SY using 22 sick days 3/8- 4/14/21, followed by 48 days of NJ FMLA 4/15 - 6/22/21.	Teacher
4.10	Joan Sarno	Davies	FMLA leave of absence 1/4- 3/30/21, followed by unpaid leave 3/31-4/26/21.	Teacher

4.11 Holly Lesser Hess Amend a maternity leave of absence for the 20-21 SY using 18 sick days 11/13-12/10, followed by 15 days of FMLA 12/11-1/11/21, then using 45 days of NJ FMLA to bond with baby. RTW date is 3/18/21. Teacher

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

	Name	Position	School /District	Effective	Degree /Step	Salary	Replacement for/Reason
5.1	Katrina Schindler	Teacher	Shaner	1/21/21	BA, Step 2	\$53,280	Replacement for Kelley Graham
5.2	Lindsey Singer	Teacher	Davies	TBD	BA, Step 3	\$53,580	Replacement for Kimberly Mathis
5.3	Shavon Poventud	PT Para	Davies	TBD	Para, Step 1	\$18,380	Replacement for Samira Broschard
5.4	Lauren Weiner	PT Para	Shaner	TBD	Para, Step 1	\$18,380	Replacement for Eymis Feliz Mendex

6. To approve emergency paid sick leave under the Cares Act for the following employees:

- Employee #73590903
- Employee #58731894
- Employee #97628457
- Employee #94432770
- Employee #23624232
- Employee #30209530
- Employee #74641465
- Employee #56174808
- Employee #65635211
- Employee #54112693
- Employee #62287594
- Employee #64953003
- Employee #85740884
- Employee #92572742
- Employee #81663353
- Employee #57022907
- Employee #51322345
- Employee #40423345

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)

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

7. To accept the November HIB Reports.

8. To approve Black Seal License Stipend for the 2019-2020 school year at the rate of \$750.00 for the following employees:

- Clifford Melder, Jr.
- Justin Jenkins

9. To approve fieldwork placements for the 2020-2021 school year, as per attachment Administration-9.

10. To approve the following start dates:

- 12/2/2020 for Brooke Mong, PT Paraprofessional. Ms. Mong was previously approved 11/23/2020.
- 12/2/2020 for Marcelo Sanchez, PT Custodian. Mr. Sanchez was previously approved 11/23/2020

11. To approve the following building transfers:

- Timothy Swartz, Paraprofessional, from Hess to Shaner effective December 4, 2020.
- Melissa Caparelli, Paraprofessional, from Hess to Shaner effective 1/4/21

12. To approve a 1 day Administrative Leave of Absence related to COVID for Employee #35385640.

13. To authorize the CSA to reopen schools at their discretion in conjunction with the advice and consent of the NJ Department of Health at a date deemed appropriate by both parties.

14. To approve the following Mentors for the 2020-2021 school year:

- Kelly McGlynn for Katrina Schindler
- Corey Meisenhelter for Kristin Reid

Roll Call Vote: All in favor #7 through #12 and #14: Mrs. Barr, Mx. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mrs. Kupp, Dr. Nelson, and Mr. Aiken. (8-0-0)

Seven in favor #13: Mrs. Barr, Mx. Erickson, Mrs. Francis, Mrs. Hassa, Mr. Haye, Mrs. Kupp, and Mr. Aiken. Nay: Dr. Nelson (7-1-0)

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

Item #1 is for information purposes.

1. School Bus Emergency Evacuation Drill Reports for the Davies, Hess and Shaner Schools, as per attachment Operations-1.

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

2. To accept the following quotes, as per attachment Operations-2:
  - Pool Rebonding
  - Concrete at Shaner
  - VFD for Hess Boiler Room

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)

## **RESOLUTIONS**

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

1. To approve a Resolution of the Hamilton Township Board of Education imploring the New Jersey Department of Education, the Acting Commissioner of the New Jersey Department of Education, the New Jersey State Board of Education, the Governor of New Jersey and our local elected officials to recognize the expectations required of the Board during this public health emergency including following Executive Order 175, the "Checklist for Re-Opening of School 2020-

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2021” and “The Road Back: Restart and Recovery Plan for Education” and the “Clarifying Expectations Regarding Full-time Remote Learning Options for Families in 2020-2021” and give critical consideration to relaxing yearly mandates for the 2020-2021 school year; and be it further, as per attachment Resolution-1.

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)

### **SOLICITOR’S REPORT**

Ms. Pondish reported that the District continues to work with the manufacturer and other professionals involved with the HVAC system to develop a plan to remediate the underlying issues. She will keep the Board apprised of any developments.

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

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

To approve the submission of the New Jersey Quality Accountability Continuum (NJQSAC) District Performance Review Documents (DPR’s), as per attachment New Business-1 and authorize the district to request to defer QSAC for one year if Legislation is signed by the Governor of New Jersey.

Mr. Aiken and Mrs. Kupp agreed to move to amend the motion.

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



**PUBLIC**  
**COMMENTS**

Keisha and Kalel Torres asked if a decision has been made regarding schools.

Mr. Vogel responded that he recently sent correspondence to the community regarding this. A decision will be made in mid-January by the Board and Mr. Scavelli, who will be the Superintendent at that time.

Jessica O'Neill asked, "When was the school going to tell my class that they were losing our teacher. That is not good to our children and their education."

Mr. Vogel responded that he believes correspondence was sent home by the building principal. He said the individual can feel free to reach out to the Principal or the Superintendent's office.

Debi Emmons also called in to say, "I am wondering why all of the good teachers seem to be leaving. I know of a few, but I heard that one of the teachers from Shaner is leaving and she is not going anywhere else. She is just leaving. What is going on in our District?"

Amy Gold, President of the HTEA called in to congratulate Mr. Vogel on his retirement. She noted that when he came to Hamilton Township, we began the work to make positive changes to our district for all staff and all students. We still have some work to do as a District, as we move into the new year, along with continuing to deal with COVID-19 issues and the safety and wellness of our school community. She feels confident that we will move forward as an Association, alongside our incoming Interim Superintendent, John Scavelli until a permanent Superintendent is hired. She wished Mr. Vogel well on his retirement.

On behalf of the HTAA, Mrs. Stecher wanted to thank the retiring Board members, as well as Mr. Vogel.

*Presentation:*

Outgoing Board Members:

Amelia Francis  
Derek Haye  
James Higbee  
Barbara Kupp

*Given by:* Frank Vogel, Superintendent

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A presentation was made to Mr. Vogel from the Board of Education congratulating him on his retirement.

The PTA President, Maria Huber also made a presentation to Mr. Vogel and sent congratulations on his retirement.

### **ADJOURNMENT**

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

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

The Hamilton Township Board of Education meeting adjourned at 8:44 p.m.

John Scavelli  
Interim Board Secretary