

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

**Agenda for Regular Meeting**  
**October 26, 2020**

**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:**

- 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**

<b>Action</b>	<b>1. Motion to approve the Regular and Executive session minutes of the meeting of September 28, 2020 (attachment Minutes-1).</b>	<b>16</b>
	<b>Motion_____Second_____Vote_____</b>	

**VIII. Correspondence**

**IX. 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**

- **Tuesday, November 3, 2020 – Election Day - Schools Closed**
- **November 5<sup>th</sup> and November 6<sup>th</sup> – NJEA Convention – Schools Closed**
- **Monday, November 23, 2020 - Board of Education Meeting – Davies School Library – 6:00 p.m. (Executive Session) 7:00 p.m. (Regular Session)**
- **Thursday, November 26<sup>th</sup> and Friday, November 27, 2020 – Thanksgiving Holiday - Schools Closed**

<b>FYI</b>	<b>B. Registration/Transfer Statistics for the Month of September, 2020 (attachment Registrations)</b>	<b>39</b>
<b>FYI</b>	<b>C. Enrollment for the month of September, 2020 (attachment Enrollment)</b>	<b>40</b>
<b>FYI</b>	<b>D. <i>Presentations:</i></b>	

**HVAC Status**

***Presenters:***

***John Veisz, Architect***

***Fraytak Veisz Hopkins Duthie, P.C.***

***Manufacturer’s Representative from  
Tri-State HVAC***

***Dr. Richard Lynch***

***President***

***Environmental Safety Management Corporation***

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 Policy #2464 – Gifted and Talented Students on second reading.**  
**Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_**
- Action**                    2. **Motion to approve the 2020-2021 School Nursing Services Plan.**  
**Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_**
- Action**                    3. **Motion to approve payment for Kelly McHale to complete Curriculum Instruction & Program Development for a STEM class taught in the Related Arts rotation at Davies School, to be paid at the rate of \$39.00/hour, not to exceed 20 hours. This is funded through local funds.**  
**Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_**
- Action**                    4. **Motion to approve Preschool Grant Stipends for the 2020-2021 school year as follows. (attachment Instruction-4)**                    **41**  
**Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_**
- Action**                    5. **Motion to approve a Job Description for a Gifted and Talented Program Coordinator (attachment Instruction-5).**                    **42**  
**Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_**



Pinelands	OOD	1	10/6/20 to 6/30/21 (160) days	\$49,120.00 (\$307/per diem)
Pinelands	OOD	1	10/20/20 to 6/30/21 (150 days)	\$46,050.00 (\$307 per month)

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

Action

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

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

Action

7. Motion to approve the Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 for the month of August, 2020. The Report of Receipts and Expenditures and the Secretary’s Report are in agreement for the month of August, 2020 (attachment Finance-7). 99

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

Action

8. Motion to approve the Board Secretary’s Reports for the months of August and September, 2020. Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that for the months of August and September, 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 (attachment Finance-8). 129

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

FYI

9. Interest Income for the months of August and September, 2020 (attachment Finance-9) 212

FYI

10. Receipts for the months of August and September, 2020 (attachment Finance-10) 214

FYI

11. Refunds for the months of August and September, 2020 (attachment Finance-11) 225

FYI	12. Capital Reserve Interest for the months of August and September, 2020 (attachment Finance-12)	227															
FYI	13. Rental Income for the months of August and September, 2020 (attachment Finance-13)	229															
FYI	14. Miscellaneous Revenue for the months of August and September, 2020 (attachment Finance-14)	231															
FYI	15. The monthly Budget Summary Reports for the months of August and September, 2020, has been filed by the Board Secretary with the Hamilton Township Board of Education (attachment Finance-15).	233															
Action	16. Motion to approve professional development for the 2020-2021 school year including costs related to applicable reimbursable expenses (attachment Finance-16). Motion _____ Second _____ Vote _____	306															
Action	17. Motion to approve the following tuition contract (Hamilton Townships is receiving District):																
	<table border="0"> <thead> <tr> <th style="text-align: left;"><u>District</u></th> <th style="text-align: left;"><u>Type</u></th> <th style="text-align: left;"><u># of Students</u></th> <th style="text-align: left;"><u>School Year (Time Frame)</u></th> <th style="text-align: left;"><u>Cost (pro-rated as necessary)</u></th> </tr> </thead> <tbody> <tr> <td>Pleasantville</td> <td>McKinney Vento</td> <td style="text-align: center;">1</td> <td>9/24/20 to 6/30/21</td> <td>\$20,153 plus additional services</td> </tr> <tr> <td>Atlantic City</td> <td>Foster</td> <td style="text-align: center;">1</td> <td>9/14/20 to 6/30/21</td> <td>\$13,967.00</td> </tr> </tbody> </table>	<u>District</u>	<u>Type</u>	<u># of Students</u>	<u>School Year (Time Frame)</u>	<u>Cost (pro-rated as necessary)</u>	Pleasantville	McKinney Vento	1	9/24/20 to 6/30/21	\$20,153 plus additional services	Atlantic City	Foster	1	9/14/20 to 6/30/21	\$13,967.00	
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	Motion _____ Second _____ Vote _____																
Action	18. Motion to approve the following Contracts/Agreements for the 2020-2021 school year (attachments Finance-18):	310															
	18.1 Modified Agreement for Professional Legal Services with Adams Gutierrez & Lattiboudere, LLC to include additional assignments as Solicitor.																
	18.2 Agreement with Township of Hamilton to provide storage, loading and purchasing of bulk salt - October 1, 2020 through April 30, 2021.																

18.3 Interlocal Services Agreement with Township of Hamilton for Solid Waste Collection services - October 1, 2020 through September 30, 2021

18.4 Program Agreement with Community FoodBank and William Davies Middle School for NJ SNAP-Ed nutrition and fitness education – October, 2020 through September, 2021.

18.5 Agreement with Bayada Home Health Care, Inc. to provide nursing services for three students – July 1, 2020 through June 30, 2021 at the rate of \$55/hour for RN services and \$45/hour for LPN services.

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

Action 19. Motion to approve a Change Order #001 to the HVACR Contract with Gaudelli Brothers, Inc. in the deduct amount of (\$10,800.00) for unused allowance. This will decrease the total contract amount from \$4,628,000.00 to \$4,617,200.00 (attachment Finance-19). 333  
 Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

Action 20. Motion to accept the Federal FY2020 (School Year July 1, 2020-December 31, 2020) Coronavirus Relief Funds Grant (CRF) as indicated below. The grant funds are to be used to purchase supplies and for needs due to COVID19.

	<u>Public Funds</u>	<u>Non-Public Funds</u>	<u>Total Funds</u>
CRF Grant	\$265,883.00	\$0.00	\$265,883.00
Motion_____	Second_____	Vote_____	

Action 21. Motion to approve the FY2021 (School Year July 1, 2020-December 31, 2020) Coronavirus Relief Fund (CRF) Grant Budget (attachment Finance-21). 334  
 Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

Action 22. Motion to approve the submission/acceptance of the Educational Services School Based Mental Health Services 5-Year Grant (attachment Finance-22). 335  
 Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

Action 23. Motion to approve grant salaries for the 2020-2021 school year (attachment Finance-23). 341  
 Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_





**Action** 1. **Motion to approve the following resignations (attachment Administration-1):** **369\***

- **Ashanay Knight, Hess School Paraprofessional dated 9/25/20, effective 10/25/20**
- **Terence Somerville, Davies School Vice Principal dated 10/13/20, effective 12/11/20**
- **Kelley Graham, Shaner School Teacher dated 10/16/20, effective 1/1/21**
- **Lesvy Lara, Davies School PT Custodian dated 10/12/20, effective 10/12/20**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

**Action** 2. **Motion to fieldwork placements for the 2020-2021 school year (attachment Administration-2).** **372**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

**Action** 3. **Motion to approve a rate increase for Substitute Food Service Workers and Substitute Custodians to \$14.00/hour effective November 1, 2020.**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

**Action** 4 **Motion to approve a change in start date for the following employees:**

- **Lesvy Lara, PT Custodian, to 10/7/2020. Ms. Lesvy was previously approved on 9/28/20.**
- **Francis Lute, Temporary Shaner Teacher, to October 22, 2020. Mr. Lute was previously approved on 8/24/20.**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

**Action** 5. **Motion to approve the following Leaves of Absences (Administration-5 attachments):** **378**

<u>Name</u>	<u>School/ District</u>	<u>Leave</u>	<u>Position</u>
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5.1	Melissa Caparelli	Hess	Ammend an EFMLA & EPSLA LOA for Childcare purposes related to Covid-19. New dates are 10/5 - 12/23/20.	Para
5.2	Katie Dooner	Hess	Amend a maternity leave of absence utilizing 35 sick days 9/1 - 10/23/20, followed by 57 days of NJ FMLA 10/26/20 - 1/29/21. RTW date is 2/1/21	Teacher
5.3	Renee Richards	Shaner	EFMLA & EPSLA for 10/05 - 12/23/20 for child care purposes related to Covid-19.	Para
5.4.	Theresa Christman-Manno	Hess	EFMLA & EPSLA for 10/13 - 12/23/20 for child care purposes related to Covid-19.	Teacher
5.5	Judy Dunleavy	Hess	Unpaid days 10/13/20-10/16/20	SRAO
5.6	Allison Black	Shaner	Amend a maternity leave of absence for the 2020-2021 SY. Using 40 sick days 10/26/20 - 1/5/21, followed by 60 days of NJ FMLA 1/6 - 4/1/21. RTW date is 4/12/21.	Teacher

5.7	Alicia Champion	Shaner	Amend a maternity leave of absence for the 2020-2021 SY using 14 sick days 10/13 - 10/30/20, followed by 57 days of NJ FMLA 11/2/20 - 2/5/21. RTW date is 2/8/21	Teacher
5.8	Jessica Hanley	Hess	EFMLA & EPSLA for 10/13 - 12/23/20 for child care purposes related to Covid-19.	Teacher
5.9	Laura Halter	Davies	Maternity leave of absence utilizing 40 sick days 1/4 - 3/2/21, followed by 57 days of NJ FMLA 3/3 - 5/28/21. RTW date is 6/1/21	Teacher
5.10	Shannon Hartey	Davies	FMLA leave of absence for self, October 23, 2020 through January 5, 2021. RTW date is 1/6/21	Para
5.11	Alyson Repko	Hess	EFMLA & EPSLA for 10/15 - 11/2/20 for child care purposed related to Covid-19.	Para

- 5.12 Terence Davies Intermittent Vice  
Somerville FMLA leave of absence for self Principal  
from 11/3 -  
12/11/20, using  
10 sick days, 5  
vacation days, 2  
personal days  
and 7 days of  
FMLA.
- 5.13 Allison Hess Intermittent NJ Para  
Bagstrom FMLA for the  
2020/2021 SY.
- 5.14 Lauren Shaner EFMLA & Teacher  
Graff EPSLA for 10/26  
- 12/23/20 for  
child care  
purposes  
related to  
Covid-19.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**Action 6. Motion to approve new hires as follows (attachments Administration-6) 391**

	Name	Position	School /District	Effective	Degree /Step	Salary	Replacement for/Reason
6.1	Elizabeth Carpani	Teacher	Hess	11/11/2020	BA / Step 1	\$52,980 prorated	Temporary maternity leave replacement for Holly Lesser 11/11/20 - 3/19/21
6.2	Matthew Jirau	Educational Interpreter	District	TBD		\$44,000 prorated	Pending issuance of Emergency Certification

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**Action 7. Motion to approve Cliff Melder as the Supervisor of Community Education to include Acting Custodial Supervisor effective September 29, 2020.**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

- |               |  |            |
|---------------|--|------------|
| <b>Action</b> | 8. <b>Motion to approve homebound instruction for the 2020-2021 school year (attachment Administration-8).</b><br>Motion_____Second_____Vote_____  | <b>398</b> |
| <b>Action</b> | 9. <b>Motion to approve substitutes for the 2020-2021 school year (attachment Administration-9).</b><br>Motion_____Second_____Vote_____  | <b>400</b> |
| <b>Action</b> | 10. <b>Motion to approve a contract extension for Deborah Kurtz, Hess Temporary Teacher (maternity for Katie Dooner) to February 3, 2021. Ms. Kurtz was previously approved on August 24, 2020.</b><br>Motion_____Second_____Vote_____   |            |
| <b>Action</b> | 11. <b>Motion to approve emergency paid sick leave under the Cares Act for the following employees:</b><br><br><ul style="list-style-type: none"> <li>• #60738242</li> <li>• #24039299</li> <li>• #27818178</li> <li>• #97960181</li> <li>• #61737292</li> </ul> Motion_____Second_____Vote_____ |            |
| <b>Action</b> | 12. <b>Motion to approve the following mentor for the 2020-2021 school year:</b><br><br><ul style="list-style-type: none"> <li>• Stephanie Weisel for Elizabeth Carpani – Hess School Teacher</li> </ul> Motion_____Second_____Vote_____   |            |
| <b>Action</b> | 13. <b>Motion to approve a building transfer for Heather McGinty, PIRT Specialist from Shaner to Davies effective 9/1/20.</b><br>Motion_____Second_____Vote_____   |            |

