

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

**Agenda for Regular Meeting (Virtual)
December 21, 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. Flag Salute

III. 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.

IV. Roll Call

V. Moment of silence for private reflection

VI. 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**
- Residency**
- Legal**

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_____

VII. Approval of Minutes

- | | |
|---|-----------|
| 1. Approve the Regular and Executive session minutes of the meeting of October 26, 2020 (attachment Minutes-1 to be provided). | 17 |
| 2. Approve the Regular and Executive session minutes of the Special meeting of November 9, 2020 (attachment Minutes-2 to be provided). | 37 |
| 3. Approve the Regular and Executive session minutes of the meeting of November 23, 2020 (attachment Minutes-3 to be provided). | 40 |

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**

- **December 24-31, 2020 – Schools Closed Winter Break**
- **January 1, 2021 – Schools Closed – New Year’s Day**
- **January 6, 2021 – Board of Education Re-organization Meeting – Davies School – 7:00 p.m.**

FYI	B. Registration/Transfer Statistics for the Month of November, 2020 (attachment Registrations)	57
FYI	C. Enrollment for the month of November, 2020 (attachment Enrollment)	58
FYI	D. <i>Presentation:</i>	

Chief School Administrator Search

Given by:

**Maryann Friedman
Representative**

New Jersey School Boards Association

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

Action 1. **Motion to approve budget transfers in the amount of \$144,904.35 (attachment Finance-1):** **59**
 Motion_____Second_____Vote_____

Action 2. **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.**
 Motion_____Second_____Vote_____

FYI 3. **Purchase orders issued for services, supplies and equipment in the amount of \$172,948.45 as follows (attachment Finance-3).** **60**

Action 4. **Motion to approve the following bills and payroll in the total amount of \$5,693,136.71 for the 2020-2021 school year (attachment Finance-4):** **66**

<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

Motion_____Second_____Vote_____

Action 5. **Motion 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)

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 professional development for the 2020-2021 school year including costs related to applicable reimbursable expenses (attachment Finance-7).** **104**
Motion_____Second_____Vote_____
- Action** **8. Motion 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 |
- Motion_____Second_____Vote_____**
- Action** **9. Motion to approve the Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 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 (attachment Finance-9).** **108**
Motion_____Second_____Vote_____
- Action** **10. Motion 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 (attachment Finance-10).** **123**
Motion_____Second_____Vote_____

FYI	11. Interest Income for the month of October, 2020 (attachment Finance-11)	165
FYI	12. Receipts for the month of October, 2020 (attachment Finance-12)	166
FYI	13. Refunds for the month of October, 2020 (attachment Finance-13)	173
FYI	14. Capital Reserve Interest for the month of October, 2020 (attachment Finance-14)	174
FYI	15. Rental Income for the month of October, 2020 (attachment Finance-15)	175
FYI	16. Miscellaneous Revenue for the month of October, 2020 (attachment Finance-16)	176
FYI	17. The monthly Budget Summary Report for October, 2020, has been filed by the Board Secretary with the Hamilton Township Board of Education (attachment Finance-17). Motion_____Second_____Vote_____	177
Action	18. Motion 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 (attachment Finance-18). Motion_____Second_____Vote_____	214
Action	19. Motion to accept to implement a Family Literacy Program and to accept SPAN grant funding (attachment Finance-19). Motion_____Second_____Vote_____	218
Action	20. Motion to approve the FY 2021 Revised ESEA Application to include FY 2020 Carryover Funds and FY2021 transfers and revisions to date in the following amounts:	222

<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

Motion _____ Second _____ Vote _____

Action 21. Motion 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 (attachment Finance-21). 235

Motion _____ Second _____ Vote _____

Action 22. Motion 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

Motion _____ Second _____ Vote _____

Action 23. Motion to approve the following bills and payroll in the total amount of \$115,218.31 for the 2020-2021 school year (attachment Finance-23): 237

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

Motion _____ Second _____ Vote _____

Action 24. Motion to accept the Federal FY2021 (School Year July 1, 2020-June30, 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

Motion _____ Second _____ Vote _____

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
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

Motion_____Second_____Vote_____

Action

5. Motion to approve new hires as follows (attachments Administration-5):

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	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

Motion _____ Second _____ Vote _____

Action

6. Motion 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

Motion _____ Second _____ Vote _____

Action

7. Motion to accept the November HIB Reports.

Motion _____ Second _____ Vote _____

XVI. New Business (consideration of additional items that may be properly presented to the Board of Education at this time)

Action

2. Motion to approve the submission of the New Jersey Quality Accountability Continuum (NJQSAC) District Performance Review Documents (DPR's). (attachment New Business-1).

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XVII. Receive comments from the public in accordance with the Board policy on participation at Board meeting

FYI

Presentation:

Outgoing Board Members:

Amelia Francis

Derek Haye

James Higbee

Barbara Kupp

Given by: Frank Vogel, Superintendent

XIII. Adjournment