

**Hamilton Township
Board of Education**

**Agenda
for
Special Meeting**

October 29, 2013

Hamilton Township Public Schools
Mays Landing, New Jersey

Agenda for Special Meeting – October 29, 2013

Location: Davies School Library
Time: 5:30 p.m.

- | | |
|--|--------------------|
| I. Call to Order – Daniel M. Smith, Board Secretary | <u>Page</u> |
| 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 and the Atlantic County Record and its affiliates and a notice posted with the Township Clerk on the Bulletin Board at the following locations: Mizpah Social Services Center, Mizpah Post 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.

- IV. Roll Call**
- V. Approval of Minutes**

Action	1. Regular session of the meeting of August 6, 2013 (attachment Minutes-1)	
	Motion_____Second_____Vote_____	

Action	2. Regular session of the meeting of August 20, 2013 (attachment Minutes-2)	
	Motion_____Second_____Vote_____	

- VI. Receive comments from the public on tonight's agenda items in accordance with the Board's policy on participation at Board meeting**
- VII. Board Member Comments**

VIII. Committees

F. Transportation Committee - Mr. Anderson

- Action 1. Motion to approve club/activity trips for the 2013-2014 school year (attachment Transportation-1).
Motion_____Second_____Vote_____

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

- Discussion 1. Discussion to change or cancel the November 5, 2013 Board meeting.

- Action 2. Motion to:
- ____ Change the November 5, 2013 Board of Education meeting to _____, or
 - ____ Cancel the November 5, 2013 Board of Education meeting
- Motion_____Second_____Vote_____

X. 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:

- Contract Negotiations

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_____

XI. Adjournment

**MINUTES OF THE WORK SESSION MEETING
OF THE BOARD OF EDUCATION
HELD ON AUGUST 6, 2013
HAMILTON TOWNSHIP PUBLIC SCHOOLS
Mays Landing, New Jersey
William Davies Middle School Library**

The Work Session Meeting of the Hamilton Township Board of Education was called to order at 7:02 p.m. in the Michael H. Duberson Memorial Library at the William Davies Middle School by Dr. Anne Erickson.

**Call
To
Order**

Dr. Erickson led the Pledge of Allegiance.

**Pledge of
Allegiance**

ANNUAL NOTICE OF MEETING

This meeting is being held in compliance with the Sunshine Law, having been advertised in the Press of Atlantic City and the Atlantic County Record and its affiliates and a notice posted with the Township Clerk on the Bulletin Board at the following locations: Mizpah Social Services Center, Mizpah Post Office, Mays Landing Post Office, Atlantic County Library as well as all the schools of the district. A mechanical device is being used to both audio-tape and video-tape this meeting.

The following members answered roll call: Mr. Eric Aiken, Mr. Carl Anderson, Mrs. Peggy Capone, Mrs. Amelia Francis, Mr. George Hassa, Mr. John Sacchinelli, and Dr. Anne Erickson. Quorum present.

**Roll
Call**

Members Absent: Mrs. Barbara Kupp

Also present Dr. Michelle Cappelluti: Superintendent of Schools
were: Mr. Daniel Smith: Board Secretary
 Mr. Eric Goldstein: Solicitor

APPROVAL OF MINUTES

Motion by Mr. Anderson, seconded by Mr. Aiken, to approve the executive session minutes of the meeting of June 4, 2013.

Roll call vote: Six in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, and Mr. Sacchinelli. Abstained: Mr. Hassa and Dr. Erickson. (5-0-2)

2. Executive session minutes of the meeting of June 12, 2013, as per revised attachment Minutes-2.

Changes will be made to these minutes for approval at the August 20, 2013 meeting.

3. Regular and executive sessions of the meeting of July 9, 2013, as per attachment Minutes-3.
4. Regular and executive session minutes of the meeting of July 23, 2013, as per attachment Minutes-4.

The minutes will be revised and placed on the August 20, 2013 meeting agenda.

Mrs. Melton entered the meeting at 7:05 p.m.

CORRESPONDENCE

Dr. Cappelluti read correspondence from Mr. Fred Rushmore inviting everyone to attend the Summer Band Concert to be held in the Hess Auditorium on Thursday, August 8, 2013 at 7:00 p.m.

PUBLIC COMMENTS

Patty Fleming, President of the HTEA noted that while reviewing the agenda for tonight's meeting, she did not see some of the attachments. She wanted to know the interest income, capital reserve income and the rental income for the month of June. Mr. Smith responded with the correct amounts.

Mrs. Fleming also wanted to know what changes were being made to the policy for the grading system. Dr. Cappelluti responded that there would not be any changes for the middle school. The policy change is regarding the standards based report cards at Hess and Shaner.

Mrs. Fleming inquired what the real estate transactions were, as noted on the agenda. Mr. Smith responded that this was not for public comment at this time.

BOARD MEMBER COMMENTS

Mrs. Capone noted two motions were not passed in open session; they were discussed in executive session, and then voted on again. She stated the Board did not follow Roberts Rules of Order. Mrs. Capone wanted to know how this will be addressed and if the Board broke any rules.

Dr. Erickson stated that the question was pertinent and she spoke to a parliamentarian regarding the vote. She also noted that the part of the meeting held after executive session was made available on the district's website. Dr. Erickson also expressed an issue with Mr. Sacchinelli's vote on the vice principal position.

Mr. Sacchinelli wanted to know if Roberts Rules of Order were voted on at the reorganization meeting.

Mr. Goldstein noted at this time that the motion presented after executive session was to vote on a different step. Therefore, the Board was not voting on the same motion. It was a separate matter.

Mrs. Capone noted the step was not clarified on the second motion and she feels that it was important to know that information. Dr. Cappelluti stated that the same salary amount from the previous year would be paid to the employee.

Mrs. Capone stated that the discussion in executive should have been held in public. She noted executive session should not be used to cover what people do not want to say in public.

Mr. Aiken noted the votes taken after the executive session were in the newspaper. Mrs. Capone noted that the discussion from executive session was not listed or heard by the public. She stated that the discussion should have been held in public.

Mr. Goldstein again noted that the vote was valid, as it was for a different motion. It was for the same individual, but for a different step. Initial motion was 4-4 and the second motion was for a different step and a 7-1 vote.

Dr. Erickson noted she spoke to Board members who had stated that they were not sure of exactly what they were voting on. She wants to make sure the Board is doing everything the right way.

Mr. Goldstein noted that the vote was passed properly in public session after the executive session. It is not anyone's fault that the public had left the meeting. Dr. Erickson asked about the other vote, the secretary position. Mr. Goldstein noted that he did not review that vote in detail. Dr. Erickson asked Mr. Goldstein to look into the matter further, so that it could be discussed at the next meeting.

Mr. Goldstein noted that the Board may want to look into the issue of Board members not knowing what they were voting on. Mrs. Melton and Mr. Anderson asked who did not understand what they were voting on. There was no response from any Board members.

Dr. Erickson asked Mr. Goldstein to look into the vote now that the Board members know they were voting on step 4.

Dr. Erickson noted that Oakcrest will be performing their summer program this weekend. They will present "Anything Goes."

SUPERINTENDENT/STAFF REPORTS

- (A) Information Items
 - 1. **Dates to Remember**

- a. **August 6, 2013** – Board of Education Meeting – Davies School – 7:00 p.m.
- b. **August 9, 2013** – Facilities Committee Meeting – Board Office – 7:30 p.m.
- c. **August 14, 2013** – Personnel Committee Meeting – Board Office – 5:00 p.m.
- d. **August 20, 2013** – Curriculum Committee Meeting – Davies School – 5:00 p.m.
- e. **August 20, 2013** – Board of Education Meeting – Davies School - 6:00 p.m.
- f. **August 20, 2013** – Goal Setting Workshop – Davies School – (following the regular Board Meeting)
- g. **August 29, 2013** – Finance Committee Meeting – Board Office – 4:30 p.m.

COMMITTEES AND RECOMMENDATIONS

BUILDING/FACILITIES COMMITTEE – Mr. Sacchinelli

Motion by Mr. Sacchinelli, seconded by Mr. Anderson, to approve the following motion as presented:

**Resolution
#65**

1. To approve Resolution #65 for the following project, as per attachment Facilities-1.

Automatic Temperature Controls Project at the
George L. Hess Educational Complex
FVHD#4421A
State DOE Plan #1940-055-13-1000

Roll call vote: All in favor: Mr. Aiken, Mr.
Anderson, Mrs. Capone, Mrs. Francis, Mr.
Hassa, Mrs. Melton, Mr. Sacchinelli, and Dr.
Erickson. (8-0-0)

Motion by Mr. Sacchinelli, seconded by Mr. Anderson, to approve the following motion as presented:

**Resolution
#66**

2. To approve Resolution #66 for the following project, as per attachment Facilities-2.

Automatic Temperature Controls Project at the
William Davies Middle School
FVHD#4421B
State DOE Plan #1940-120-13-1000

Roll call vote: All in favor: Mr. Aiken, Mr.
Anderson, Mrs. Capone, Mrs. Francis, Mr.
Hassa, Mrs. Melton, Mr. Sacchinelli, and Dr.
Erickson. (8-0-0)

CURRICULUM COMMITTEE – Mrs. Kupp

None

FINANCE COMMITTEE – Mrs. Melton

**Report of
Receipts and
Expenditures**

1. Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 for the month of June, 2013. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of June, 2013, as per attachment Finance-1.

**Board
Secretary's
Report**

2. Board Secretary's Report for the period ending June 30, 2013. Pursuant to N.J.A.C. 6A:23-2.11(c)4, the Hamilton Township Board of Education certifies that as of June 30, 2013, 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:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, as per attachment Finance-2.

3. Interest Income for the month of June, 2013, as per attachment Finance-3. **Interest Income**

4. Receipts for the month of June, 2013, as per attachment Finance 4. **Receipts**

5. Refunds for the month of June, 2013, as per attachment Finance-5. **Refunds**

6. Capital Reserve Interest for the month of June, 2013, as per attachment Finance-6. **Capital Reserve Interest**

7. Rental Income for the month of June, 2013, as per attachment Finance-7. **Rental Income**

8. Miscellaneous Revenue for the month of June, 2013, as per attachment Finance-8. **Miscellaneous Revenue**

9. The monthly Budget Summary Report for June, **Budget Summary**

2013 has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment Finance-9.

Report

10. Budget transfers in the amount of \$918,972.00, as per attachment Finance-10.

Budget transfers

11. 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.

Superintendent's and Board Secretary's Certification

Purchase orders

12. Purchase orders issued for services, supplies and equipment as follows, as per attachment Finance-12.

2012-2013 school year in the amount of \$1,208,449.61.

2013-2014 school year in the amount of \$8,083,803.20.

Bills and payroll

13. Bills and payroll in the total amount of \$4,332,763.40, as per attachment Finance-13.

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$20,107.00
10	General Fund/Payroll	195,523.50
11	Current Expense	1,748,208.50
11	Current Expense/Payroll	2,166,454.63
12	Capital Outlay	2,599.95
20	Special Revenue	63,716.66
20	Special Revenue/Payroll	93,574.01
50	Kids' Corner	21,149.71
50	Community Education	4,441.49
50	Camp Blue Star	16,987.95

Staff attendance at seminars, workshops and conferences

14. Staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2013-2014 school year, as per attachment Finance-14.

**Vineland
Public
Schools**

15. Tuition Contract for one (1) student at the Vineland Public Schools for the Extended School Year Program beginning July 1, 2013 in the amount of \$4,122.50, as per attachment Finance-15.

**NJ
Commission
for the Blind**

16. Agreement with the NJ Commission for the Blind for the 2013-2014 school year for five (5) students in the amount of \$8,750.00, as per attachment Finance-16.

**Agreement
with CNNH**

17. Professional Services Agreement with CNNH to provide behavioral and neurological services for the 2013-2014 school year, as per attachment Finance-17.

18. Tuition Contract with Y.A.L.E. East, Inc. for (1) student at a cost of \$260.90/diem for a total of 210 days including extended school year, effective July 8, 2013 through June 30, 2014, for a total cost of \$54,789.00.

**Tuition Contract
with Y.A.L.E.
East, Inc.**

19. Tuition Contract with Pineland Learning Center for (1) student at a cost of \$245.36/diem for a total of 210 days including extended school year, effective July 1, 2013 through June 30, 2014.

**Tuition Contract
with Pineland
Learning Center**

20. Agreement between the Hamilton Township Public Schools and Bayada Nurses, Inc. for one (1) student for the 2013-2014 school year, as per attachment Finance-20.

**Agreement with
Bayada Nurses,
Inc.**

21. *Scholastic Extraordinary Unspecified Service (EUS) Contract with an increase amount of \$18,475.00 for a total amount of \$103,175.00 in accordance with N.J.S.A. 18A:18A-5a(2), as per attachment Finance-21.*

EUS Contract

PERSONNEL/NEGOTIATIONS COMMITTEE – Mr. Aiken

All personnel actions are being taken by the recommendation of the Superintendent in accordance with 18A.

Motion by Mr. Aiken, seconded by Mr. Anderson, to approve the following motions as presented:

1. To approve Robert Parsons as a part-time, 12 month, 29.5 hours/week custodian, for the 2013-2014 school year, Custodial Guide, Step 1, with a total annual salary of \$23,496.00, pro-rated, as per attachment Personnel-1.

**Robert Parsons,
Custodian**

Salary subject to change at the completion of the H.T.E.A. negotiations.

Mr. Parsons is a replacement for Keith Russell who moved to full-time.

2. To approve David Jimenez as a part-time, 12 month, 29.5 hours/week custodian for the 2013-2014 school year, Custodial Guide, Step 1, with a total annual salary of \$23,496.00, pro-rated, as per attachment Personnel-2.

**David Jimenez,
Custodian**

Salary subject to change at the completion of the H.T.E.A. negotiations.

Mr. Jimenez is a replacement for Val Styer who has been hired as a Food Service worker.

**Amy Corson,
Learning
Disabilities
Teacher-
Consultant**

3. To approve Amy Corson as a full-time Shaner School Learning Disabilities Teacher-Consultant for the 2013-2014 school year, M.A., Step 1, with a total annual salary of \$47,257.00, as per attachment Personnel-3.

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Corson is a replacement for Rose Rhine who has retired.

Mrs. Capone wanted to point out that the custodians in Personnel-1 and Personnel-2 will be making approximately \$10,000.00 per year more than a paraprofessional.

Mrs. Capone also wanted an explanation of

the Shaner School Learning Disabilities-Teacher Consultant in Personnel-3. Dr. Cappelluti noted this is a child study team member. Dr. Erickson explained the position is not a consultant; the position is a teacher who works on the child study team and works as a "consultant" with the teachers.

Mrs. Stecher added that the LDTC has to be on the child study team and this individual is a current employee.

**Resignation from
Raechal Weiner**

4. To accept a resignation notice from Raechal Weiner, Shaner School teacher effective July 26, 2013, as per attachment Personnel-4.

Roll call vote: Seven in favor for #1 & #2: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mr. Hassa, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. Nay: Mrs. Francis. (7-1-0)

Eight in favor for #3 & #4: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

Motion by Mr. Aiken, seconded by Mr. Anderson , to approve the following motions as presented:

5. To approve Kelly Ho as a full-time Shaner School Special Education teacher for the 2013-2014 school year, B.A., Step 1, with a total annual salary of \$44,352.00, as per attachment Personnel-5.

**Kelly Ho, Special
Education Teacher**

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Ho is a replacement for Raechal Weiner who has resigned.

6. To accept a resignation notice from Toby Alexander, Davies School Nurse effective July 26, 2013, as per attachment Personnel-6.

**Resignation of
Toby Alexander**

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| 7. | To accept a resignation notice from Sonia Bhatia, Hess School teacher effective July 17, 2013, as per attachment Personnel-7. | Resignation of
Sonia Bhatia |
| 8. | To accept a resignation notice from Jennifer Farrell, Hess School Literacy Coach effective July 30, 2013, as per attachment Personnel-8. | Resignation of
Jennifer Farrell |
| 9. | To approve Jennifer Conner as a full-time Davies School Math teacher for the 2013-2014 school year, M.A., Step 1, with a total annual salary of \$47,257.00, as per attachment Personnel-9. | Jennifer Conner,
Math Teacher |

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Conner is a replacement for Kevin Morrison who has been promoted to Vice Principal at the Davies School.

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

Motion by Mr. Aiken, seconded by Mr. Anderson, to approve the following motions as presented:

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| Helen Dearborn,
Food Service
Worker | 10. | To approve Helen Dearborn as a part-time, 27.5 hours/week Food Service Worker for the 2013-2014 school year, Food Service Guide, Step 2, with a total annual salary of \$17,593.00, as per attachment Personnel-10. |
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Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Dearborn is a replacement for Cheryl Rzasa who is now the Transportation/Registration secretary.

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| Lydia Kuhn, part- | 11. | To approve Lydia Kuhn as a part-time, 15 |
|--------------------------|-----|--|

**time Food
Service Worker**

hours/week Food Service Worker for the 2013-2014 school year, Food Service Guide, Step 1, with a total annual salary of \$9,479.00, as per attachment Personnel-11.

Salary subject to change at the completion of the H.T.E.A. negotiations.

Mrs. Kuhn is a replacement for Helen Dearborn.

**Gina
DeBerardinis,
Teacher of the
Deaf**

12. To approve Gina DeBerardinis, full-time Teacher of the Deaf for the 2013-2014 school year, M.A., Step 1, with a total annual salary of \$47,257.00, as per attachment Personnel -12.

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. DeBarardinis is a replacement for Paige Levy who resigned.

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

Motion by Mr. Aiken, seconded by Mr. Anderson, to approve the following motions as presented:

13. To approve Rebecca Rosen as a part-time, 29 hours/week Shaner School Paraprofessional for the 2013-2014 school year with a total annual salary of \$13,382.00, as per attachment Personnel-13.

**Rebecca Rosen,
Paraprofessional**

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Rosen is a replacement for Kelly Ho who is now a Special Education teacher.

14. To approve Staci Zitomer as a full-time

Staci Zitomer,

Hess School teacher for the 2013-2014 school year, B.A.+15, Step 1, with a total annual salary of \$45,305.00, as per attachment Personnel-14.

**Hess School
Teacher**

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Zitomer is a replacement for Rhadika Bhatia who has resigned.

15. District staff members to be mentors for identified staff members via the guidance and direction of the New Jersey Department of Education (NJDOE). Mentors will be paid by their mentee per the guidance and direction of the NJDOE, as per attachment Personne-15.

Mentors

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

Motion by Mr. Aiken, seconded by Mr. Anderson, to approve the following motions as presented:

**New Staff
Orientation**

16. Tenured staff members to participate in the on-site New Staff Orientation during the summer of 2013 (not to exceed 10 hours) as buddies for staff members new to the district but not new to teaching and to be paid at the hourly rate of \$24.51 as indicated in the 2009-2012 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded through local funds, as per attachment Personnel-16.

Hourly rate subject to change at the completion of the H.T.E.A. negotiations.

**Professional
Development**

17. To approve staff members to participate in on-site professional development (PD) during the summer of 2013 (not to exceed 25 hours) and to be paid at the hourly rate of \$24.51 as indicated in the 2009-2012 Agreement between the

Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded via local funds.

<u>Staff Member</u>	<u>PD</u>
Gina DeBerardinis	Readers & Writers Workshop Words Their Way
Stacy Zitomer	Readers & Writers Workshop Words Their Way

Note: Additional staff members may be approved for these trainings.

Hourly rate subject to change at the completion of the H.T.E.A. negotiations.

- Words Their Way** 18. To approve Tammy Welsey to provide professional development (Words Their Way) during the summer of 2013 (not to exceed 10 hours) and to be paid at the hourly rate of \$26.00 as indicated in the 2009-2012 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded via local funds.
Note: Tammy Welsey is a replacement for previously approved Jennifer Farrell (she has resigned due to employment in another district).

Hourly rate subject to change at the completion of the H.T.E.A. negotiations.

19. To approve Jessica Tobin as a full-time, Davies School Special Education teacher for the 2013-2014 school year, M.A., Step 10, with a total annual salary of \$58,478.00, as per attachment Personnel-19. **Jessica Tobin, Special Education Teacher**

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Tobin is a replacement for Lori Obriski who has moved to Hess.

20. To approve Rachel Kaczmariski as a full-time Davies School Math teacher for the 2013-2014 school year, B.A., Step 1, with a total annual salary of \$44,352.00, as per attachment **Rachel Kaczmariski, Math Teacher**

Personnel-20.

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Kaczmariski is a replacement for Jessica Tobin.

Roll call vote: All in favor #16, #17, #18. & #19:
Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

Seven in favor #20: Mr. Aiken, Mr. Anderson, Mrs. Francis, Mr. Hassa, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. Nay: Mrs. Capone. (7-1-0)

POLICY COMMITTEE – Mrs. Capone

Motion by Mrs. Capone, seconded by Mr. Anderson, to approve the following motions as presented:

- | | | |
|-------------------------|----|---|
| Regulation #2624 | 1. | To approve Regulation #2624 - Grading System, on second reading. |
| Policy #0000.01 | 2. | To approve Policy #0000.01 – Introduction on first reading, as per attachment Policy-2. |
| Policy #0000.02 | 3. | To approve Policy #0000.02 – Introduction on first reading, as per attachment Policy-3. |
| Policy #3232 | 4. | To approve Policy #3232 – Tutoring Services on first reading, as per attachment Policy-4. |
| Regulation #3232 | 5. | To approve Regulation #3232 – Tutoring Services on first reading, as per attachment Policy-5. |
| Policy #5120 | 6. | To approve Policy #5120 – Assignment of Pupils on first reading, as per attachment Policy-6. |
| Policy #5533 | 7. | To approve Policy #5533 – Pupil Smoking on first reading, as per attachment Policy-7. |

Policy #7434

8. To approve Policy #7434 – Smoking in School Buildings and on School Grounds on first reading, as per attachment Policy-8.

Policy #7522

9. To approve Policy #7522 – School District Provided Technology Devices to Staff Members on first reading, as per attachment Policy-9.

Policy #7523

10. To approve Policy #7523 – School District Provided Technology Devices to Pupils on first reading, as per attachment Policy-10 **(as amended by Board discussion August 6, 2013)**.

Mr. Aiken had a change in #10, page 310. The wording in the policy should be changed to read “principal.” The policy will be approved as amended.

Regulation #8220

11. To approve Regulation #8220 – School Day on first reading, as per attachment Policy-11.

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (8-0-0)

Policy #5230

12. Policy #5230 – Late Arrival and Early Dismissal on first reading.

The policy was removed from the agenda.

TRANSPORTATION COMMITTEE – Mr. Anderson

Mr. Anderson wanted to report that the Sheppard corral is almost complete, buses are being inspected by the State, and everything should be in place for the beginning of the school year.

RESOLUTIONS

None

SOLICITOR’S REPORT

Mr. Goldstein wanted to thank Mr. Smith for setting up the meeting with the lawyers and contractors for the Davies Gym Floor project.

UNFINISHED BUSINESS

None

NEW BUSINESS

Mrs. Capone noted that the curriculum committee had discussed sending books home with the students so parents have references as to what their child is learning. She also feels that handwriting needs to be reevaluated and noted that she did not see her daughter's handwriting book until the end of the year. Mrs. Capone feels the committee should stay on top of this and it is very important.

Mrs. Francis informed the Board that there was discussion on handwriting and cursive writing during the curriculum committee meeting. Dr. Cappelluti and Mrs. Dagit assured the committee that this would be a topic for discussion. Dr. Cappelluti stated that it would be on the next curriculum committee meeting agenda.

~~Mrs. Capone feels that teachers use to give out more information to parents during Back to School night so parents would know what their children would be learning.~~ Mrs. Capone noted that school books for each subject; such as social studies and science, were also available for parent review during this time back to school night. *(Amended by Board discussion October 1, 2013)* She also commented on an apparent issue with teachers using the copy machines.

Dr. Cappelluti stated that the copy machines do need to be monitored, as it is a large expense for the school. She will look into all of these issues.

PUBLIC COMMENTS

A parent had a question on busing. They live on the outskirts of Hamilton Township. Her children get picked up first in the morning and dropped off last in the afternoon. She was wondering if the routes could be reversed, so that her children did not get home so late. Dr. Cappelluti said that it is done with some routes and it will be looked into.

She also had a comment about the contract negotiations. She sees a lot of resignations and new hires on the agenda. She is disappointed in this because, when she first started to attend the meetings, it was all about new things happening for the school. She feels the board needs to move forward and settle the contract.

Lynn Clark; who was hired in the District in 1968, has been involved in nine contract negotiations and has been at many Board meetings. She worked as a teacher for 36 years. She feels the present Board has been showing dysfunction at recent meetings. She feels the Board needs to get along before they can settle a contract. They need to treat the Superintendent with respect, even though they do not always agree with what she says. Mrs. Clark feels the Board has enough money to settle the contract and they need to move forward before the District loses more good teachers.

Chris Bellina noted his wife works in the district as a teacher and he lives in Atco. A first year teacher in Atco earns \$3,000 more than his wife. His wife has been teaching for eleven years. He feels that one of the key indicators of any township is the school system. This District has many dedicated teachers who will eventually leave for a better salary. Because of this, the school district will decline and it will bring in individuals that you may not want in your township. He stated that he feels these teachers deserve a decent raise.

Mr. Goldstein pointed out to Mr. Bellina that he should not negatively discuss other districts. It is not fair to put them down in his discussion.

Shannon Branca; who has children in the district since 2005, noted that this is the third time she has seen a contract issue in Hamilton Township. She does not look forward to sending her children back to school this year. She feels the children are put in the middle of the contract settlement and they know what is going on. Something has to change and it has to happen now. The children should not have to return to school with these problems going on around them.

Laura Miller stated she has seen more and more teachers leaving the district. She spoke about the beginning of the Readers/Writers Workshop and how much work was put into it. However, the District has to continue to put in entry level

teachers to the program and this is a step backward for the program. This all stems from the contract not being settled and the District losing teachers.

Leann Smith was offered a position in this District in 1990 and did not accept it because of the salary. The salary is still an issue and she would like to see the teachers earn more.

Patty Fleming has been trained in Roberts Rules of Order and spoke to the Board regarding this. She feels the Board should rely on the solicitor to know these rules. The Board members should not continue to vote on issues until they get the answers they want.

She also referred to the contract and stated that the HTEA has an office on Route 50. The staff has gotten together to discuss the contract. Until the contract is settled, the staff will walk in and out together and the only additional work will be stipend positions. The HTEA is hoping to settle this contract soon.

Yenis Munoz-Jefferes who has been a teacher in Hamilton Township for ten years grew up in the township since the age of seven. She had to convince her husband to stay here as opposed to moving to New York. Since getting married, her husband has become disabled and she has a child who was born with a birth defect. She now has to support her family with three jobs. Her son has been blessed with wonderful teachers. She believes she does not live beyond her means, but cannot afford to do the things she needs to do. She would like to see the Board settle this contract.

Jeff Gildiner noted that there are two items on the agenda where teachers were being hired on Step 1. Someone noted to Mr. Gildiner that they were only making \$2000 more on Step 8 in their 13th year. He also noted that the District cannot continue to lose good educators. The Board has to repair the damage which is occurring. The students are being cheated from learning from the

great staff members who are leaving. Hamilton Township educators have always provided an excellent education. It is time to do something. It is time to settle the contract.

Mr. Aiken read a statement as negotiations chairman which is attached to the minutes.

Patty Fleming, HTEA President, noted the last offer was a one year and three year proposal. She noted the 24% was to show what is needed to eliminate all of the bubble steps. She noted the last offer by the Board was 1% a year for three years.

Dr. Erickson noted that the Board publicly stated the last official offer made by the Board was 2% a year for three years.

There was a question on how long this process could take. Mr. Aiken noted we are currently in fact finding. Mr. Goldstein noted that it is feasible and legal to go on indefinitely.

Mrs. Capone asked Mrs. Fleming to clarify her one and three statement. Mrs. Fleming noted she was referring to a one year contract and a three contract completed at the same time.

Mrs. Capone asked what percentage the union is looking for. Mrs. Fleming noted increment plus movement.

Tara Sutton then spoke and noted an article regarding graduation rates. There are only three high schools in the county that are higher than Oakcrest. She feels that the rate will go down if the district continues to hire inexperienced teachers.

Meg Castellano who is a third grade teacher has been in the District for 25 years. She noted that it does not take other districts this length of time to settle their contracts.

Dave Evangelist who is a teacher in the District stated that the District cannot improve with an

average settlement. The settlement has to be higher than average.

EXECUTIVE SESSION

Motion by Mr. Hassa, seconded by Mr. Sacchinelli, to enter into executive session for the purpose of real estate negotiations.

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 real estate negotiations. 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 10 minutes.

Voice Vote: All in favor: (8-0-0) Motion carried.

The Board entered into executive session at 8:50 p.m.

The Board reconvened the regular meeting at 9:15 p.m.

Dr. Erickson asked the Board when it would like to discuss the pending employee grievance. She noted the August 20, 2013 agenda is already full. Dr. Cappelluti will contact the union and ask to hear the grievance at the September 3, 2013 Board meeting.

Dr. Erickson discussed changing the October board meetings back to the first and third Tuesday of the month. Mr. Smith will update the calendar.

Motioned by Mr. Hassa, seconded by Mr. Aiken to adjourn the meeting.

Voice Vote: All in favor: (8-0-0) Motion carried.

The Hamilton Township Board of Education meeting adjourned at 9:19 p.m.

Daniel Smith
Board Secretary

**MINUTES OF THE REGULAR SESSION MEETING
OF THE BOARD OF EDUCATION
HELD ON AUGUST 20, 2013
HAMILTON TOWNSHIP PUBLIC SCHOOLS
Mays Landing, New Jersey
William Davies Middle School Library**

The Regular Meeting of the Hamilton Township Board of Education was called to order at 6:05 p.m. in the Michael H. Duberson Memorial Library at the William Davies Middle School by Dr. Anne Erickson.

**Call
To
Order**

Dr. Anne Erickson led the Pledge of Allegiance.

**Pledge of
Allegiance**

ANNUAL NOTICE OF MEETING

This meeting is being held in compliance with the Sunshine Law, having been advertised in the Press of Atlantic City and the Atlantic County Record and its affiliates and a notice posted with the Township Clerk on the Bulletin Board at the following locations: Mizpah Social Services Center, Mizpah Post Office, Mays Landing Post Office, Atlantic County Library as well as all the schools of the district. A mechanical device is being used to both audio-tape and video-tape this meeting.

The following members answered roll call: Mr. Eric Aiken, Mr. Carl Anderson, Mrs. Peggy Capone, Mrs. Amelia Francis, Mr. George Hassa, Mrs. Barbara Kupp, Mrs. Kimberly Melton, Mr. John Sacchinelli, and Dr. Anne Erickson. Quorum present.

**Roll
Call**

Members Absent: None

Also present Dr. Michelle Cappelluti: Superintendent of Schools
were: Mr. Daniel Smith: Board Secretary
 Mr. Eric Goldstein: Solicitor

GOALS DISCUSSION

Dr. Erickson informed the Board that the first part of the meeting will involve discussing data obtained through the recent survey and then discussing goals for the following year. The goals will be discussed at the end of the meeting with Charlene Zoerb from the New Jersey School Board Association.

Dr. Cappelluti noted that the results of the survey are available on line. It is broken down into two parts; one for staff and one for parents. This survey will be a guideline for next year's district goals.

Dr. Erickson then gave a PowerPoint presentation on the results of the survey. Most of the responses came from the staff. Only 200 parents responded.

Dr. Cappelluti noted the comments on the survey regarding the Gifted and Talented Program, as well as responses to e-mails. These will be discussed with the staff. Student discipline was also discussed at length.

Mrs. Dagit spoke regarding the Gifted and Talented Program for next year. The Board discussed student discipline at length.

Dr. Cappelluti noted that the issues mentioned in the survey have been discussed with the administration and steps will be taken to improve each of them as needed.

Comments and questions were taken from the public. There was one question regarding the release of the survey data.

APPROVAL OF MINUTES

Motion by Dr. Erickson, seconded by Mr. Aiken, to approve the executive session minutes of the meeting of June 12, 2013, as amended.

Roll Call Vote: Eight in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. Abstained: Mr. Hassa. (8-0-1)

Motion by Dr. Erickson, seconded by Mr. Anderson, to approve the regular and executive session minutes of the meeting of July 9, 2013.

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Motion by Dr. Erickson, seconded by Mr. Anderson, to approve the regular and executive session minutes of the meeting of July 23, 2013.

Eight in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mrs. Melton, and Mr. Sacchinelli. Abstained: Dr. Erickson (8-0-1)

CORRESPONDENCE

None

PUBLIC COMMENTS

A member of the public asked how many employees have resigned in the last year. Dr. Erickson stated that the count was not available, at this time, but we could look into it for the next meeting.

BOARD MEMBER COMMENTS

Mrs. Kupp noted the summer concert last week at the Hess School and what an excellent job the staff did. The concert was well attended.

Mrs. Kupp also noted an article in the Atlantic City Press about, "Why Our School is Special." Some of the students wrote in to the Press about why the Davies School is special to them. Mrs. Kupp commended Kelly Costello and her students for organizing this project for the students.

Mrs. Capone also noted that she read the article and thought it was nice to see the diverse activities being acknowledged by the students at the Davies School.

Mr. Sacchinelli noted the passing of two area residents who were very involved in the township; Nick Santana and Joseph Platanella, III.

Mr. Sacchinelli also asked if it would be possible to bring the wrestling program back to the school. He would like to gather information on the program and decide what to do once the HTEA contract is settled.

Mrs. Capone noted that she sent an e-mail to the Board office and found that the administration is copying all Board members on the response. She also asked Dr. Cappelluti if she was aware that the Board office staff was working five hours per day. Dr. Cappelluti responded that they do not work five hours a day, unless they have scheduled time off. There are some secretaries in the school who work five hours during the summer, as noted in their contract. Mrs. Capone does not feel this is fair to the paraprofessionals who work 29.5 hours a week for ten months and do not get benefits.

There was also discussion on contract negotiations and what the union was asking for. Mr. Aiken noted this will be discussed in executive session.

Mrs. Kupp noted that, several years ago because the secretary's salary was so low, it was bargained for in their contract to work fewer hours during the summer.

Mr. Aiken also attended the summer band concert and noted how wonderful it was. He also noted the articles in the Press of Atlantic City. He thanked Dr. Cappelluti for the information given to each Board member in their weekly packets and hopes that each Board member utilizes the information.

Dr. Erickson noted the Energy Report from Stockton College. She wanted to suggest it be discussed at the next meeting. She also noted the wonderful performance given by the Greater Egg Harbor Regional High School District's drama department.

Dr. Erickson asked everyone to vote for one of our former students who is a finalist for a spot in an ABC television show.

She also noted the PTA Helping Hands committee was at Shaner putting up bulletin boards and they will be at Hess on Thursday.

SUPERINTENDENT/STAFF REPORTS

(A) Information Items

1. **Dates to Remember**

- a. **August 20, 2013** – Curriculum Committee Meeting – Davies School – 5:00 p.m.
- b. **August 20, 2013** – Board of Education Meeting – Davies School – 6:00 p.m. (*Goals Discussion*)
- c. **August 20, 2013** – Goal Setting Workshop – Davies School – (following the regular Board Meeting)
- d. **August 29, 2013** – Finance Committee Meeting – Board Office – 4:30 p.m.
- e. **September 2, 2013** – Labor Day – Schools Closed
- f. **September 3, 2013** – Board of Education Meeting – Davies School – 7:00 p.m.
- g. **September 3 & 4, 2013** – Teacher In Service Days
- h. **September 5, 2013** – First Day for Students
- i. **September 13, 2013** – Facilities Committee Meeting – Board Office – 7:30 a.m.
- j. **September 17, 2013** – Curriculum Committee Meeting – Davies School – 6:00 p.m.
- k. **September 17, 2013** – Board of Education Meeting – Davies School – 7:00 p.m.
- l. **September 25, 2013** – Personnel Committee – Board Office – 5:00 p.m.

(B) Registration/Transfer Statistics for the Month of July, 2013, as per attachment X-B.

(C) Student Orientation/Open House

- Shaner School Orientation – September 4, 2013
9:30 a.m. to 10:30 a.m.
- Hess Pre-School Orientation – September 6, 2013
AM Students – 10:00 a.m. to 11:00 a.m.
PM Students – 11:30 a.m. to 12:30 a.m.

(D) Back to School Nights:

- Shaner School – September 10, 2013 – Grades K & 1
- Davies School – September 18, 2013 – Grade 6
- Davies School – September 19, 2013 – Grades 7 & 8
- Hess School – September 24, 2013 – Green, Blue, Purple and Silver Houses
- Hess School – September 25, 2013 – Red, Orange, Yellow and Gold Houses

COMMITTEES AND RECOMMENDATIONS

BUILDING/FACILITIES COMMITTEE – Mr. Sacchinelli

Motion by Mr. Sacchinelli, seconded by Mr. Anderson, to approve the following motion as presented:

1. To approve Resolution #67 for the following projects, as per attachment Facilities-1: **Resolution #67**
 - Boiler Replacement at Wm. Davies Middle School;
 - Rooftop Heat Pump Unit Replacement at Wm. Davies Middle School;
 - Reconstruction of existing cooling tower at Hess Educational Complex;
 - Replace (2) 750 gal. hot water heaters at Hess Educational Complex;
 - Window replacement at Shaner School;
 - Unit Ventilator Replacement at Shaner School

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

CURRICULUM COMMITTEE – Mrs. Kupp

None

FINANCE COMMITTEE – Mr. Melton

Motion by Mrs. Melton,, seconded by Mr. Anderson, to approve the following motions as presented:

1. To approve the Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 for the month of June, 2013. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of June, 2013. **Report of Receipts**
2. To approve the Board Secretary's Report for **Board Secretary's**

the period ending June 30, 2013. Pursuant to N.J.A.C. 6A:23-2.11(c)4, the Hamilton Township Board of Education certifies that as of June 30, 2013, 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:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Report

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

The following items have been included as information items.

- | | |
|---------------------------------|---|
| Interest Income | 3. Interest Income for the month of June, 2013 |
| Receipts | 4. Receipts for the month of June, 2013 |
| Refunds | 5. Refunds for the month of June, 2013 |
| Capital Reserve Interest | 6. Capital Reserve Interest for the month of June, 2013 |
| Rental Income | 7. Rental Income for the month of June, 2013 |
| Miscellaneous Revenue | 8. Miscellaneous Revenue for the month of June, 2013 |
| Budget Summary Report | 9. The monthly Budget Summary Report for June, 2013, has been filed by the Board Secretary with the Hamilton Township Board of Education. |

Motion by Mrs. Melton, seconded by Mr. Anderson, to approve the following motions as presented:

- | | |
|---------------|--|
| Budget | 10. To approve budget transfers in the amount of |
|---------------|--|

Transfers

\$920,542.00, as per revised attachment
Finance-10.

11. 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.

**Superintendent's
and Board
Secretary's
certification**

12. Purchase orders issued for services, supplies and equipment as follows:

Purchase orders

2012-2013 school year in the amount of
\$1,208,449.61

2013-2014 school year in the amount of
\$8,083,803.20

13. To approve the following bills and payroll in the total amount of \$4,332,763.40:

Bills and payroll

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$20,107.00
10	General Fund/Payroll	195,523.50
11	Current Expense	1,748,208.50
11	Current Expense/Payroll	2,166,454.63
12	Capital Outlay	2,599.95
20	Special Revenue	63,716.66
20	Special Revenue/Payroll	93,574.01
50	Kids' Corner	21,149.71
50	Community Education	4,441.49
50	Camp Blue Star	16,987.95

14. To approve staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2013-2014 school year.

**Staff attendance at
seminars,
workshops and
conferences**

15. To approve a Tuition Contract for one (1) student at the Vineland Public Schools for the Extended School Year Program beginning July 1, 2013 in the amount of \$4,122.50.

**Tuition Contract for
Vineland Public
Schools**

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Motion by Mrs. Melton, seconded by Mr. Anderson, to approve the following motions as presented:

- | | | |
|--|-----|---|
| NJ Commission for the Blind | 16. | To approve an Agreement with the NJ Commission for the Blind for the 2013-2014 school year for five (5) students in the amount of \$8,750.00. |
| Professional Services Agreement with CNNH | 17. | To approve a Professional Services Agreement with CNNH to provide behavioral and neurological services for the 2013-2014 school year. |
| Tuition Contract with Y.A.L.E., East, Inc. | 18. | To approve a Tuition Contract with Y.A.L.E., East, Inc. for (1) student at a cost of \$260.90/diem for a total of 210 days including extended school year, effective July 8, 2013 through June 30, 2014, for a total cost of \$54,789.00. |
| Tuition Contract with Pineland Learning Center | 19. | To approve Tuition Contract with Pineland Learning Center for (1) student at a cost of \$245.36/diem for a total of 210 days including extended school year, effective July 1, 2013 through June 30, 2014. |
| Bayada Nurses, Inc. | 20. | To approve an Agreement between the Hamilton Township Public Schools and Bayada Nurses, Inc. for one (1) student for the 2013-2014 school year. |
| Scholastic Extraordinary Unspecified Service (EUS) Contract | 21. | To approve Scholastic Extraordinary Unspecified Service (EUS) Contract with an increase amount of \$18,475.00 for a total amount of \$103,175.00 in accordance with N.J.S.A. 18A:18A-5a(2). |
| IDEA Grant Budget Application | 22. | To approve and submit the FY2014 (School Year 2013-2014) IDEA Grant Budget Application, as per attachment Finance-22. |

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

PERSONNEL/NEGOTIATIONS COMMITTEE – Mr. Aiken

All personnel actions are being taken by the recommendation of the Superintendent in accordance with 18A.

Motion by Mr. Aiken, seconded by Mr. Anderson, to approve the following motions as presented:

1. To approve district substitutes for the 2013-2014 school year, as per attachment Personnel-1. **District substitutes**
2. To accept a resignation notice from Jean Kline, Hess School Paraprofessional effective August 5, 2013, as per attachment Personnel-2. **Resignation from Jean Kline**
3. To approve Sheldis Hewish as a full-time Davies School Special Education Teacher for the 2013-2014 school year, B.A. +15, Step 1, for a total annual salary of \$45,305.00, as per attachment Personnel-3. **Special Education Teacher**

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Hewish is a replacement for Amy Corson who has moved to the Shaner School.
4. To approve an updated list of district staff members to be mentors for identified staff members via the guidance and direction of the New Jersey Department of Education (NJDOE). Mentors will be paid by their mentee per the guidance and direction of the NJDOE, as per attachment Personnel-4. **Mentors**

(Previously approved on August 6, 2013)

Roll call vote: Eight in favor #1: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mr. Hassa, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, Dr. Erickson. Nay: Mrs. Francis (8-1-0)

All in favor #2, #3 and #4: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Motion by Mr. Aiken, seconded by Mr. Anderson, to approve the following motions as presented:

**New Staff
Orientation**

5. To approve an updated list of tenured staff members to participate in the on-site New Staff Orientation during the summer of 2013 (not to exceed 10 hours) as buddies for staff members new to the district but not new to teaching and to be paid at the hourly rate of \$24.51 as indicated in the 2009-2012 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded through local funds, as per attachment Personnel-5.

Hourly rate subject to change at the completion of the H.T.E.A. negotiations.

(Previously approved on August 6, 2013)

**On-Site
Professional
Development**

6. To approve staff members listed below to participate in on-site professional development (PD) during the summer of 2013 (not to exceed 6 hours) and to be paid at the hourly rate of \$24.51 as indicated in the 2009-2012 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded via local funds.

Hourly rate subject to change at the completion of the H.T.E.A. negotiations.

Staff Member
Michelle Miller

PD
READ 180

Amy Carter READ 180
Michelle Sutley READ 180

Roll call vote: All in favor: Mr. Aiken, Mr.
Anderson, Mrs. Capone, Mrs. Francis, Mr.
Hassa, Mrs. Kupp, Mrs. Melton, Mr.
Sacchinelli, and Dr. Erickson. (9-0-0)

Motion by Mr. Aiken, seconded by Mr. Anderson, to approve the following motions as presented:

7. To approve Ashley Demmy to provide professional development (READ 180) during the summer of 2013 (not to exceed 9 hours) and to be paid at the hourly rate of \$26.00 as indicated in the 2009-2012 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association.

Hourly rate subject to change at the completion of the H.T.E.A. negotiations.
READ 180 Professional Development
8. To abolish the following Position Control Numbers assigned to St. Vincent de Paul:
 - 24.16.11 BGW – Carol Bittner
 - 24.16.11 BGX – Miriam Majd
 - 24.16.11 BGV – Elizabeth Rhodes**Position Control**
9. To approve transfers for the 2013-2014 school year as follows, as per attachment Personnel-9:

Miriam Majd from St. Vincent's to Shaner Kindergarten Autism Class

Amy Carter from Davies Special Ed LAL, Grade 8 to Davies Special Ed Read 180, Multi-grade

Susan Yordy from Hess School Grade 3 BSI to Hess School Grade 3
Transfers
10. To approve Jessica Pikolycky as a full-time Davies School Special Education LAL
Special Education LAL Teacher

teacher for the 2013-2014 school year, B.A.+30, Step 1, for a total annual salary of \$46,281.00, as per attachment Personnel-10.

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Pikolycky is a replacement for Amy Carter who has transferred to Read 180.

Mrs. Capone noted that three substitutes working in the district applied for the job listed in #10. She noted there were 15 applicants that had Master's Degrees. The employee listed has not worked in our district and she feels the substitutes should be given priority for teaching positions.

Dr. Erickson asked if a list of substitutes applying for each position could be provided in the future.

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Motion by Mr. Aiken, seconded by Mr. Anderson, to approve the following motions as presented:

**Davies School
Nurse**

11. To approve Kristin McGovern as a full-time Davies School Nurse for the 2013-2014 school year, B.A., Step 2, for a total annual salary of \$44,558.00, as per attachment Personnel-11.

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. McGovern is a replacement for Toby Alexander who has resigned.

**Reading
Specialist**

12. To approve a revised Job Description from Reading Coach to Reading Specialist, as per attachment Personnel-12.

**Hess Reading
Specialist**

13. To approve Tammy Welsey as a full-time Hess Reading Specialist for the 2013-2014 school year, M.A., Step 11, for a total annual salary of \$64,514.00, as per attachment Personnel-13.

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Welsey is a replacement for Jennifer Farrell who has resigned.

Dr. Erickson raised the question of whether or not a teacher is being paid for professional development if they are presenting during the day. Dr. Cappelluti answered that they do get paid, as per their current contract because there is preparation time for the day.

Mrs. Dagit noted the preparation time is above and beyond their normal work day. Dr. Erickson asked if the teachers log their time. Mrs. Dagit responded that the staff automatically gets the hours as per the contract.

Mrs. Capone noted the job description mirrors a teacher and has some additional duties that could fall under the Administration and Superintendent. She feels the applicant is outstanding and would prefer her to be in the classroom.

Mrs. Kupp noted that the curriculum committee was assured that this position will be working with the BSI students. She noted the applicant is an outstanding teacher.

Mrs. Capone questioned the breakdown of time spent with staff versus students. Dr. Cappelluti noted that there is no set breakdown. She also noted there is State mandate that will require districts to test Kindergarten and First Grade students in

language arts.

Dr. Erickson questioned if the certificate requires a course in dyslexia, and she noted that the district may be faced with new requirements regarding students who have dyslexia. Dr. Cappelluti noted that she has created job goals for this position; which is not normally done.

14. To approve Kristen Caggia as a part-time, 29 hours/week Shaner School Paraprofessional for the 2013-2014 school year, Paraprofessional Guide, Step 1, for a total annual salary of \$13,382.00, as per attachment Personnel-14.

**Shaner
Paraprofessional**

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Caggia is a replacement for Angela Bowen who has resigned.

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Motion by Mr. Aiken, seconded by Mr. Anderson, to approve the following motions as presented:

15. To approve Stephanie Corda as a full-time Davies School Language Arts Teacher for the period September 1, 2013 through February 7, 2014, B.A., Step 1, for a total annual salary of \$44,352.00, pro-rated, as per attachment Personnel-15.

**Language Arts
Teacher**

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. Corda is a replacement for Lauren Kreifus who is on a maternity leave of absence.

Hess School

16. To approve Dawn McCoy as a part-time

Paraprofessional

Hess School Paraprofessional for the 2013-2014 school year, Paraprofessional Guide, Step 1, with a total annual salary of \$13,382.00, as per attachment Personnel-16.

Salary subject to change at the completion of the H.T.E.A. negotiations.

Ms. McCoy is a replacement for Louis Dalbora who has resigned.

**Resignation of
Devon Hausmann**

17. To accept a resignation notice from Devon Hausmann, Hess School Lifeguard effective August 12, 2013, as per attachment Personnel-17.

**Kid's Corner
Staff**

18. To approve Kid's Corner Staff for the 2013-2014 school year, as per attachment Personnel-18.

**Hess School
Food Service
Worker**

19. To approve Kevin Graham as a part-time, 27.5 hours/week, Hess School Food Service Worker for the 2013-2014 school year, Food Service Guide, Step 1, with a total annual salary of \$17,379.00, as per attachment Personnel-19.

Salary subject to change at the completion of the H.T.E.A. negotiations.

Mr. Graham is a replacement for Robert Parsons who has move to a Custodial position.

Roll call vote: Eight in favor #15: Mr. Aiken, Mr. Anderson, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. Nay: Mrs. Capone. (8-1-0)

All in favor #16, #17 and #18: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

Seven in favor #19: Mr. Aiken, Mr.

Anderson, Mrs. Capone, Mr. Hassa, Mrs.
Kupp, Mrs. Melton, and Mr. Sacchinelli.
Nay: Mrs. Francis and Dr. Erickson. (7-2-0)

Motion by Mr. Aiken, seconded by Mr. Anderson, to approve the following motions
as presented:

- | | | |
|-----|---|--|
| 20. | To accept a resignation notice from
Elizabeth Rhodes, St. Vincent de Paul
Paraprofessional, effective August 18, 2013,
as per attachment Personnel-20. | Resignation of
Elizabeth Rhodes |
| | | |
| 21. | To accept a resignation notice from
Charlotte A. Morey, Davies School teacher,
effective August 20, 2013, as per
attachment Personnel-21. | Resignation of
Charlotte Morey |

Roll call vote: All in favor #20: Mr. Aiken,
Mr. Anderson, Mrs. Capone, Mrs. Francis,
Mr. Hassa, Mrs. Kupp, Mrs. Melton, Mr.
Sacchinelli, and Dr. Erickson. (9-0-0)

Eight in favor #21: Mr. Aiken, Mr. Anderson,
Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mrs.
Melton, Mr. Sacchinelli, and Dr. Erickson.
Nay: Mrs. Capone. (8-1-0)

POLICY COMMITTEE – Mrs. Capone

1. ~~To approve Regulation #5230—Late Arrival
and Early Dismissal on first reading, as per
attachment Policy 1.~~

Motion by Mrs. Capone, seconded by Mr. Anderson, to approve the following motions
as presented:

- | | | |
|------------------------|---|---|
| 2. | To approve Policy #0000.01 – Introduction on
second reading. | Policy #0000.01 |
| | | |
| Policy #0000.02 | 3. | To approve Policy #0000.02 – Introduction on
second reading. |
| | | |
| Policy #3232 | 4. | To approve Policy #3232 – Tutoring Services
on second reading. |

- Regulation #3232** 5. To approve Regulation #3232 – Tutoring Services second reading.
- Policy #5120** 6. To approve Policy #5120 – Assignment of Pupils on second reading.
- Policy #5533** 7. To approve Policy #5533 – Pupil Smoking on second reading.
- Policy #7434** 8. To approve Policy #7434 – Smoking in School Buildings and on School Grounds on second reading.
- Policy #7522** 9. To approve Policy #7522 – School District Provided Technology Devices to Staff Members on second reading.
- Policy #7523** 10. To approve Policy #7523 – School District Provided Technology Devices to Pupils on second reading.
- Regulation #8220** 11. To approve Regulation #8220 – School Day on second reading.

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

12. ~~To approve Policy #2415.04 – Title I – District Wide Parental Involvement on first reading, as per attachment Policy 12.~~

~~(Note: These revisions were made based on recommendations by the New Jersey Department of Education Consolidated Monitoring in April, 2013.)~~

13. ~~To approve Policy #2415.04.1 – Title I – Joseph C. Shaner Parental Involvement Policy, as per attachment Policy 13.~~

~~(Note: This was made based on recommendations by the New Jersey Department of Education Consolidated Monitoring in April, 2013.)~~

14. ~~To approve Policy #2415.04.2—Title I—
George L. Hess Educational Complex
Parental Involvement Policy, as per
attachment Policy 14.~~

~~(Note: This was made based on
recommendations by the New Jersey
Department of Education Consolidated
Monitoring in April, 2013.)~~

15. ~~To approve Policy #2415.04.3—Title I—
William Davies Middle School Parental
Involvement Policy, as per attachment Policy-
15.~~

~~(Note: This was made based on
recommendations by the New Jersey
Department of Education Consolidated
Monitoring in April, 2013.)~~

TRANSPORTATION COMMITTEE – Mr. Anderson

None

RESOLUTIONS

None

SOLICITOR'S REPORT

Mr. Goldstein wanted to thank Mr. Smith for getting the lawyers together for examining the gym floor. He organized things so they could meet at a date and time agreeable for all involved.

UNFINISHED BUSINESS

Mrs. Capone noted that it has been discussed with the policy committee that administrators should remain at the school until all students have been dropped off at their home. This would allow for parents to contact the school if any problems should arise.

Dr. Cappelluti responded that the secretaries have access to emergency contact information should a problem arise. This is the reason a full time secretary has been hired for the transportation office. This secretary is at the school until 5:00 p.m. and she can contact each principle via cell phone.

Dr. Erickson noted that there were several problems last year with

students not getting home until after 5:00 p.m. She feels there should be an administrator available to handle these situations. Dr. Erickson noted the policy committee wanted to address the concerns of the parents.

Dr. Cappelluti stated that she reviewed the policy at the administrators meeting and it will also be discussed further at the transportation meeting on August 28, 2013.

Mrs. Capone noted that a few months ago we added a link to our website to access the Asbury Park Press for staff salaries. She does not feel these salaries are accurate and would like the current salary and benefit information on the site.

Mrs. Kupp asked Dr. Cappelluti how many other districts do this. Dr. Cappelluti responded none that she knew of.

Mr. Sacchinelli

Motion by Mrs. Capone, seconded by Mr. Sacchinelli, to approve the following motion, as presented:

**Update salary
information**

1. To add the salary and benefit information for all employees to the Hamilton Township School District website.

Roll call vote: Five in favor: Mrs. Capone, Mrs. Francis, Mr. Hassa, Mr. Sacchinelli, and Dr. Erickson. Nay: Mr. Aiken, Mr. Anderson, Mrs. Kupp, and Mrs. Melton. (5-4-0)

NEW BUSINESS

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

**Uniform State
Memorandum
Agreement**

1. To approve the 2013-2014 Uniform State Memorandum of Agreement between the Hamilton Township Board of Education and the Hamilton Township Police Department, as per attachment XV-1.

Roll call vote: All in favor: Mr. Aiken,

Mr. Anderson, Mrs. Capone, Mrs.
Francis, Mr. Hassa, Mrs. Kupp, Mrs.
Melton, Mr. Sacchinelli, and Dr.
Erickson. (9-0-0)

PUBLIC COMMENTS

William Phifer who has been a member of the Mays Landing Athletic Association for the past twelve years spoke regarding the wrestling program. He would like to see the school district reinstate the program. All students involved in the program will wrestle. He also noted that his children have been through the school district and the teachers have been a big part of their success.

Dr. Erickson asked Mr. Phifer if he could provide Dr. Cappelluti more information on the program. He could have this sent to the Board office.

Mrs. Capone asked what type of students the wrestling program attracts. Mr. Phifer responded that it attracts all types of students.

Mr. Sacchinelli wanted to know if we would have to hire someone. Dr. Cappelluti noted that it would have to be a stipend position. Mr. Sacchinelli also asked how many meets would be held during the season. Mr. Phifer responded that it would be around 13 meets per season.

Matthew Robinson, who is a teacher in the district, spoke to let the Board know that this was submitted in the original budget and he has spoken to Mr. Santilli about the program.

Amy Hassa spoke on behalf of parents in the district. She believes there are three sides to every story. She believes that all of the parties care about what is best for the children in this district. She would like to see all individuals come to the middle and settle the contract. We should work together and give the students the district they deserve.

Stephanie Carr is the President of the Greater Egg Harbor Regional School District Education Association. She stated that the teachers of the high school district rely on the elementary and middle school teachers to prepare students for high school. She feels it is disturbing that the Board is constantly telling the teachers how much they are appreciated, but are not increasing salaries. The difference between the Hamilton Township School District and the Greater Egg Harbor Regional School District salaries is unconscionable. She would like to see a fair salary negotiated for these teachers.

Denise Brasher, who has a son in the district in the special education program, believes he has received the highest level of education. She believes the lengthy negotiations are straining both staff and Board. She urged the Board to settle the contract so that this does not continue. She would like to see the school year begin with a settled contract.

Andrew Seigel has been a teacher in the district for 25 years. He feels the teachers work well together and has enjoyed his time here. This job has always been a passion in his life. He has, however, prepared a resume for another district; something he never thought he would do. He always thought he would end his career in this district. He does not understand why the district is not willing to pay teachers to stay here. We are losing many good teachers to other districts for higher salaries. He urged the Board to look at things rationally and settle a fair contract. He noted Hamilton Township should not be a stepping stone for other districts.

Charlotte Morey has been a teacher in the district for ten years. She thought she would always be in this district as a parent and a teacher. However, she has been hired as a teacher in another township for a higher salary. She does not feel she can work in a district that does not support their teachers. She does not want to work in a district that calls ahead to stop an employee from getting an extra-curricular activity stipend by making them look bad or sabotaging them, or a district that pits one employee against another. *(Amended by Board discussion October 1, 2013)* She feels she has given 100% to the district. She does not understand how many more teachers have to leave the district before they are given what they deserve. She would like to see the Board settle a fair contract.

Sandy Nard, a teacher in the district thanked the Board for allowing her to attend the Teacher's College Workshop last year. She is looking forward to coming back to share what she has learned, but she is also very nervous about her financial security. She hopes the contract can be settled soon and fairly.

Carrie Connolly noted that her salary does not reflect her years of experience. She is on Step 9 and is well below what she deserves. She feels the HTEA has tried to offer a fair settlement at each meeting they have attended. She would like to see the Board come to an agreement with the HTEA and settle this contract.

Terry Kruger thanked the PTA Helping Hands for decorating the bulletin boards in the schools. She stated that the teachers and

paraprofessionals would normally be in the hallways at this time of the year getting classrooms ready for the new year. However, at this stage of negotiations this year, the teachers are not willing to go to their classroom to prepare for the new year. They are discouraged that they have to begin a second school year without a contract.

Tara Sutton has been in the district for 12 years. She cannot think of a job where people work for a week for free. She noted that she has not purchased anything for her classroom this year. She would like to see the contract settled now.

Patty Flemming began reflecting on her career, since this is her last year. She then noted a recent article which noted long time staff was common in many districts ranked highly. She feels these districts value their employees. We, however, are losing staff members; about 25% since 2011. She feels that our experienced teachers are being pushed out of their positions and being replaced by non-experienced teachers. She noted there is over \$700,000.00 in savings due to staff leaving. There is one more week before the next mediation and the last chance to come to a settlement before the beginning of the school year. There is one week for the Board to decide how much longer it wants to stand against the staff.

Dave Darcy has two children in the district. He also has a BS degree in education and used to be a teacher. He knows how hard teachers work. He also noted that 40% of teachers quit during their first five year. There is no other district treating their teachers as this district is. He asked the Board to realize what they want their legacy to be. He would like to see these teachers treated fairly.

Jeff Gildiner noted that 24% was not a formal proposal by the HTEA. He noted that school begins in two weeks and there is still no contract. He also noted that 28 teachers have resigned from October 2011 until June 2013. We have also lost 23 paraprofessionals. He wanted to thank the administration and parent volunteers for their help in preparing the schools for opening day. The teachers are normally willing to do this and it is done on their own time. He noted that the best school districts pay the best salaries. We are losing staff because of low salaries. It is time to show the staff what they are worth.

Stephanie Buchanan asked if the public is allowed to ask questions. Dr. Erickson stated that it is a public comment and the Board reserves the right to answer when they feel it is necessary.

Mrs. Buchanan also wanted to know which Board members are on the negotiating committee. Dr. Erickson responded that we can only have a

certain number of Board members on each committee. This is why all Board members are not involved in the negotiations.

Mrs. Buchanan felt that, as a parent, she should know who is on the committee. Dr. Erickson advised who was presently on the committee and also informed her that, once the committee and the union reach some type of an agreement, it is brought to the entire Board.

Mr. Goldstein also noted that the committee does not make the final decision. The decision is made as an entire Board.

Denise Brasher wanted to clarify a statement she made earlier. She never meant to imply that teachers bring their emotions to the classroom. She does, however, feel that the high turnover is having an impact on the teachers.

A parent spoke and noted that she understands there are two sides to the table. She noted it is terrible how low the salaries are for the teachers. She feels sick to see teachers who are not able to pay their bills. She would like to go back to school with a settled contract.

Lila Williams has been a teacher in the district for 19 years, and took the salary guide into consideration each year. She feels the money is available from staff not accepting benefits. She is willing to pay more taxes to settle a fair contract.

The Board took a short break at 9:05 p.m.

The Board resumed the meeting at 9:16 p.m.

GOAL SETTING WORKSHOP

Ms. Zoerb led the discussion and goal setting process. She reviewed the following items:

- The purpose of creating goals
- Board governance cycle
- Goal development
- 2012-2013 Board goals
- District strengths
- What is in progress and what needs more focus
- Possible education initiatives

Ms. Zoerb will organize and aggregate the information collected. She will present the information to the Board at a future goal setting meeting.

EXECUTIVE SESSION

Motion by Dr. Erickson, seconded by Mr. Hassa, to enter into Executive session for the

purpose of discussing personnel and professional services contract negotiations.

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 personnel and professional services contract negotiations. Further resolved that the discussion of such subject matters 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 45 minutes.

Roll call vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mr. Hassa, Mrs. Kupp, Mrs. Melton, Mr. Sacchinelli, and Dr. Erickson. (9-0-0)

The Board entered into Executive session at 10:25 p.m.

The Board reconvened the regular meeting at 11:31 p.m.

Motion by Dr. Erickson, seconded by Mr. Hassa, to adjourn the meeting.

Voice vote: All in favor: (9-0-0) Motion carried.

The Hamilton Township Board of Education meeting adjourned at 11:31 p.m.

Daniel Smith
Board Secretary