# Hamilton Township Public Schools Mays Landing, New Jersey

# Agenda for Regular Meeting - February 5, 2013

Location: Davies School Library Time: 7:00 p.m.

I. Call to Order - Daniel M. Smith, Board Secretary

Page 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 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 and this meeting is also being video-taped.

- IV. Roll Call
- V. Committee Assignments

Facilities:

Chairperson: John Sacchinelli

Member: Carl Anderson Member: Mark Ludwick

Curriculum:

Chairperson: Barbara Kupp

Member: Peggy Capone Member: Amelia Francis

Finance:

Chairperson: Mark Ludwick

Member: Kim Melton

Member: John Sacchinelli

Personnel/Negotiations:

Chairperson: Eric Aiken

Member: Kim Melton

Member: John Sacchinelli

		Mem	rperson: Peggy Capone lber: Amelia Francis lber: Barbara Kupp
		Mem	rperson: Carl Anderson ber: Eric Aiken ber: Kim Melton
	VI.	Appointments:	
		Motion to approve the following as School year:	ppointment for the 2012-2013
		Position Educational Stability Gail Liaison/Child in Court Advisory Contact (CICAC)	<u>Person</u> Siegelman
		MotionSecond	Vote
	VII.	Approval of Minutes	
Action		A. Regular sessions of the meeting (attachment VII-A)	ng of January 8, 2013
			7
		MotionSecond	Vote
	VIII.	. Correspondence	
FYI		A. AtlantiCare Healthy Schools I Water Conservation Award to VIII-A)	Initiative Mini-Grant - \$1,000 20 the Davies School (attachment
	IX.	Receive comments from the public accordance with the Board's policy meeting	9
	X.	<b>Board Member Comments</b>	
	XI.	Superintendent/Staff Reports	

# A. Information Items

# 1. Dates to Remember

- February 5, 2013 Policy Committee Meeting Davies School 6:00 p.m.
- February 5, 2013 Board of Education Meeting Davies School 7:00 p.m.
- February 8, 2013 Facilities Committee Meeting Board Office 7:30 a.m.
- February 12, 2013 Curriculum Committee Meeting – 3:00 p.m. – Board Office (TENTATIVE)
- February 13, 2013 Transportation/Discipline Committee Meeting - 4:30 p.m. - Board Office (TENTATIVE)
- February 13, 2013 Personnel Committee Meeting 5:00 p.m. Board Office
- February 19, 2013 Board of Education Meeting Davies School – 7:00 p.m.
- February 20, 2013 Board Retreat Board Office Conference Room 6:00 p.m.
- FYI B. Enrollment (attachment XI-B)
- 21
- FYI C. Harassment, Intimidation and Bullying Incident Log (attachment XI-C)
- **22**
- D. Academic Achievement Lists for the 1<sup>st</sup> Trimester, 2012 23
  Grades 4 and 5 (attachment XI-D)
- E. Candidates selected for the 2013 Teacher and Paraprofessionals of the year along with the choice for District Teacher of the Year:

Educator Recipients:

Paraprofessional Recipients: Shaner: Annmarie Barrett

Shaner: Tara Sutton Hess: Traci Schubert Davies: Donna Franks

FYI

FYI

Hess: Susan Wolfe
Davies: Lois Townsend

District Teacher of the Year Selection: Donna Franks

The District Teacher of the Year will be invited to participate in the running for County Teacher of the Year by the NJDOE

# XII. Committees and Recommendations

	Α.	Faci	lities Committe	ee - Mr. Sacchi	nelli		
	В.	Curi	ciculum Comm	ittee - Mrs. Kuj	рр		
	С.	Fina	ince Committee	e - Mr. Ludwic	k		
Action		1.	\$164,588.00 (a	orove budget tra ttachment XII-0 Second	C-1).		27
Action		2.	workshops an applicable rei 2013 school ye	prove staff attend ad conferences, ambursable expe ear (attachment Second	including costs enses, during the XII-C-2).	related to ne 2012-	28
Action		3.	Application to following amo	prove the FY201 o include FY201 ounts (all carryo nment XII-C-3):	2 carryover fur	nds in the	29
			IDEA-Basic IDEA-Preschool Motion	\$787,210.00	<u>Carryover</u> \$31,778.00 <u>0.00</u> \$31,778.00 Vote	32,126.00 \$818,988.00	
	D.	All p		ions Committee ns are being tak ent.		mmendation	
Action		1.	school year (a	rove district su ttachment XII-I Second	<b>)-1).</b>		34
Action		2.	2013 school ye	rove homeboun ar (attachment Second	XII-D-2).		35
Action		3.		rove fieldwork ar (attachment Second	XII-D-3).	the 2012-	38

Action			4.	Motion to approve a maternity leave of absence for Stacie Becker, Davies School teacher. Mrs. Becker is requesting to use her accumulated sick time from April 15, 2013 through June 30, 2013 and be placed on a New Jersey Family for seven weeks beginning the first day of the 2013-2014 school year, returning to work at the conclusion of the seven weeks (attachment XII-D-4). (More specific dates will be determined upon the approval of the 2013-2014 district calendar)  MotionSecondVote	39
Action			5.	Motion to approve a Federal Family Medical Leave of Absence (FMLA) for Marcia Erickson, part-time Hess School Food Service worker on an intermittent basis beginning January 30, 2013 (attachment XII-D-5).  MotionSecondVote	40
Action			6.	Motion to approve an in-house transfer for Jessica O'Brien from a Paraprofessional in the Shaner School on the Horizons Program to a Shaner School Kindergarten Paraprofessional effective January 28, 2013 (attachment XII-D-6). MotionSecondVote	41
		E.	Poli	cy Committee - Mrs. Capone	
		F.	Tran	asportation Committee - Mr. Anderson	
Action			1.	Motion to approve club/activity trips for the 2012-2013 school year (attachment XII-F-1).  MotionSecondVote	42
	XIII.	Res	olutio	ons	
	XIV.	Soli	citor'	s Report	
	XV.	Unf	inishe	ed Business	
	XVI.			ness (consideration of additional items that may be prope I to the Board of Education at this time)	rly
Action		<b>A.</b>		on to approve the revised district Organizational Chart chment XVI-A)	43
	XVII.			omments from the public in accordance with the Board's participation at Board meeting	

# XVIII. 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 matters and 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.

MotionSecondVote	
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XIX. Adjournment



# MINUTES OF THE REORGANIZATION/REGULAR MEETING OF THE BOARD OF EDUCATION HELD ON JANUARY 8, 2013

HAMILTON TOWNSHIP PUBLIC SCHOOLS Mays Landing, New Jersey William Davies Middle School Library

The Reorganization/Regular Meeting of the Hamilton Township Board of Education was called to order at 7:00 p.m. in the Michael H.

To Duberson Memorial Library at the Davies Middle School by Mr. Daniel Order Smith, Board Secretary.

Daniel Smith led the Pledge of Allegiance.

Pledge of Allegiance

Roll

Call

# **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.

At this time the Board Secretary administered the oath of office to the newly elected Board Members:

Amelia Francis

3 year term

Mark Ludwick

3 year term

John Sacchinelli

3 year term

# **ROLL CALL**

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

Members Absent:

None

Also present were:

Dr. Michelle Cappelluti, Superintendent of Schools

Mr. Daniel Smith, Board Secretary

Mr. Louis Greco, Solicitor

# **ELECTION OF NEW PRESIDENT**

Motion by Mrs. Capone, seconded by Mark Ludwick, to nominate Anne Erickson for the position of President. Motion by Mr. Anderson to nominate Mark Ludwick for the position of President.

Mr. Ludwick respectfully declined.

Motion by Mrs. Melton to nominate Eric Aiken for the position of President.

There were no other nominations for the position of President.

Roll Call Vote for Anne Erickson: In favor: Mrs. Capone, Mrs. Francis, Mr. Ludwick, Mr. Sacchinelli, and Dr. Erickson. Nay: Mr. Aiken, Mr. Anderson, Mrs. Kupp, and Mrs. Melton. (5-4-0)

Dr. Erickson received the majority of votes and is elected as President.

The meeting was then turned over to the President.

# **ELECTION OF VICE PRESIDENT:**

Motion by Mr. Aiken to nominate Mark Ludwick for the position of Vice President.

Mr. Ludwick respectfully declined.

Motion by Mrs. Capone to nominate John Sacchinelli for the position of Vice President.

Motion by Mr. Ludwick to nominate Eric Aiken for the position of Vice President.

Motion by Mrs. Francis to nominate Peggy Capone for the position of Vice President.

Mrs. Capone respectfully declined.

There were no other nominations for the position of Vice President.

Roll Call Vote for Mr. Sacchinelli: In favor: Mrs. Capone and Mrs. Francis. Nay:

Mr. Aiken, Mr. Anderson, Mrs. Kupp, Mr. Ludwick, and Mrs. Melton. Abstained: Mr. Sacchinelli and Dr. Erickson. (2-5-2)

Roll Call Vote for Mr. Aiken: Four in favor: Mr. Anderson, Mrs. Kupp, Mr. Ludwick, and Mrs. Melton. Nay: Mrs. Capone and Mrs. Francis. Abstained: Mr. Aiken, Mr. Sacchinelli and Dr. Erickson. (4-2-3)

Mr. Aiken received the majority of votes and is elected as Vice President.

# A. Reorganization

Motioned by Dr. Erickson, seconded by Mr. Ludwick, to approve the dates and times of Regular Board of Education meetings as per attachment IX-A. These meetings will be held at the William Davies Middle School, 1876 Dr. Dennis Foreman Drive, Mays Landing, New Jersey

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

# B. New Jersey School Board Member Code of Ethics

Motion by Dr. Sacchinelli, seconded by Mr. Ludwick, to table Item B.

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

### C. Election Results

Motion by Dr. Erickson, seconded by Mr. Ludwick, to accept the final results of the Annual School Board Election held November 6, 2012, as per attachment IX-C.

	<u>Name</u>	# of Votes
Three Year Term:	Amelia Francis	4,687
	John Sacchinelli	4,394
	Mark Ludwick	148

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

# D. Appointments

Motion by Dr. Erickson, seconded by Mr. Aiken to approve the following changes in Appointments for the period January 1, 2013 through June 30, 2013:

Section 504 Compliance Officer
 ADA Compliance Officer
 Public Agency Compliance Officer
 Emergency Management Team
 Stephen Santilli, Davies School Principal Daniel Cartwright, Shaner

School Principal
Janet Wilbraham, Interim
Hess School Principal

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

# **APPROVAL OF MINUTES:**

A. Motioned by Mr. Anderson, seconded by Mr. Ludwick, to approve the regular session minutes of December 18, 2012, as amended by Board motion on December 18, 2012.

Roll Call Vote: Five in favor: Mrs. Capone, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, and Dr. Erickson. Nay: Mr. Aiken and Mr. Anderson. Abstained: Mrs. Francis and Mr. Sacchinelli. (5-2-2)

# **CORRESPONDENCE**

None

# **PUBLIC COMMENTS**

Robert Campbell, Sr. congratulated the Board members. He does not feel school should be open on MLK Day or President's Day. He hopes that the Board will decide to allow the staff and students to be off that day.

Michelle Giardino, an employee at Davies, would like the Board to consider not taking the holidays away. The students need a break and need the two days off. We have students who will be upset if they miss a day of school if it is open. The students will not have a day off for ten weeks in a row.

Judy Link, owner of Young's Skating Center objected to having the two days off, as it is one of the busiest days of the year for the skating center. She feels the Board should keep local businesses in mind when deciding when school will be open.

# **BOARD MEMBER COMMENTS**

Dr. Erickson welcomed everyone to 2013 and thanked everyone for attending tonight's meeting.

Mrs. Capone congratulated Mr. Ludwick, Mrs. Francis and Mr. Sacchinelli for volunteering their time to help the children of the district. She thanked Dr. Erickson for accepting the nomination and for filling the President's position.

# SUPERINTENDENT/STAFF REPORTS

- (A) Information Items
  - 1. Dates to Remember
    - a. **January 8, 2013** Board of Education Meeting Davies School 7:00 p.m.
    - b. **January 22, 2013** Board of Education Meeting Davies School 7:00 p.m.
- (B) Enrollment, as per attachment XV-B.
- (C) Student Discipline Reports for the month of December, 2012, as per attachment XV-C.
- (D) Registration/Transfer Statistics for the Month of December, 2012, as per attachment XV-D.
- (E) A representative from Cooper, Levenson Law Firm presented an award to Davies School Student, Haleigh Whitcraft whose design was one of many chosen to be placed on their holiday cards.

# **COMMITTEES AND RECOMMENDATIONS**

# **BUILDING/FACILITIES COMMITTEE**

None

# **CURRICULUM COMMITTEE**

Motioned by Mrs. Kupp, seconded by Mr. Anderson, to approve the following Motion as presented:

To approve the designation of Dr.
 Michelle M. Cappelluti as Chief School
 Administrator for the Title I program in the
 Hamilton Township School District for the
 period January 1, 2013 through June 30,
 2013. No Title I funding is expended for

//

**Chief School** 

Administrator

this administrative cost.

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

Motioned by Mrs. Kupp, seconded by Mr. Anderson, to approve the following Motion as presented:

# Project Director for Title I Program

To approve the designation of Mrs. Lisa Dagit as Project Director for the Title I Program in the Hamilton Township School District for the FY 2012-2013.

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

# **FINANCE/SUPPLY COMMITTEE**

2.

Motioned by Mr. Ludwick, seconded by Mr. Aiken, to approve the following Motions as presented:

# Report of Receipts

1. To approve the Report of Receipts and Expenditures in accordance with 18A:17-8 and 18A:17-9 for the month of November, 2012. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of November, 2012, as per attachment XVI-C-1.

# Board Secretary's Report

2. To approve the Board Secretary's Report for the period ending November 30, 2012. Pursuant to N.J.A.C. 6A:23-2.11(c)4, the Hamilton Township Board of Education certifies that as of November 30, 2012, 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 XVI-C-2.

Mrs. Capone raised questions regarding invoices for the solicitor. Mr. Greco stated that he is willing to meet with the negotiations committee to discuss contract changes, if needed.

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

The following items have been included as informational items:

- 3. Interest Income for the month of November, 2012, as per attachment XVI-C-3.
- 4. Receipts for the month of November, 2012, **Receipts** as per attachment XVI-C-4.
- 5. Refunds for the month of November, 2012, **Refunds** as per attachment XVI-C-5.
- 6. Capital Reserve Interest for the month of November, 2012, as per attachment XVI-C-6. Interest
- 7. Rental Income for the month of November, **Rental Income** 2012, as per attachment XVI-C-7.
- 8. Miscellaneous Revenue for the month of November, 2012, as per attachment XVI-C-8.
- 9. The monthly Budget Summary Report for November, 2012, has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment XVI-C-9.

Motioned by Mr. Ludwick, seconded by Mr. Anderson, to approve the following Motions as presented:

10. To approve budget transfers in the amount of **Budget Transfers** \$35,500.00, as per attachment XVI-C-10.

# Staff attendance

11. To approve staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2012-2013 school year, as per attachment XVI-C-11.

# Tuition contract between Linwood Board of Education office and HTBOE

12. To approve a tuition contract between the Linwood Board of Education and the Hamilton Township Board of Education for one (1) special education student to enter into our On the Horizons Program at the Shaner School for the period January 9, 2013 through June 30, 2013 at an estimated tuition cost of \$4,130.20 which will be adjusted accordingly at the close of the school year. It is estimated that the adjusted tuition will be approximately \$11,200.00.

# Corrective Action Plan

13. To approve the Corrective Action Plan after review and discussion of the recommendations as listed in the Auditor's Management Report on Administrative Findings, Financial Compliance and Performance, dated June 30, 2012, as per attachment XVI-C-13.

The Board discussed the recommendation concerning individuals providing instruction or coaching for the Community Education Program. These individuals will no longer be paid as vendors, but will be paid through the district payroll system and will be responsible to submit timesheets as necessary, as outlined in the Corrective Plan.

# FY2013 NCLB Application

14. To approve the FY2013 revised NCLB Application to include FY2012 Carryover Funds in the following amounts, as per attachment XVI-C-14:

<u>Title</u>	Original Funds	<u>Carryover</u>	<u>Total</u>
Title 1	\$380,278	\$42,285	\$422,563
Title IIA	69,745	2,561	72,306
Title III	14,360	0	14,360
Title III-IMM	0	<u> 15,745</u>	<u>15,745</u>
	\$464,383	\$60,951	\$524,974

14

Roll Call Vote: All in favor: Mr. Aiken, Mr. Anderson, Mrs. Capone, Mrs. Francis, Mrs. Kupp, Mr. Ludwick, Mrs. Melton, Mr. Sacchinelli, and

Dr. Erickson (9-0-0)

# PERSONNEL/NEGOTIATIONS COMMITTEE

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

Motioned by Mr. Aiken, seconded by Mr. Ludwick, to approve the following Motions as presented:

> 1. To approve district substitutes for the 2012-2013 school year, as per attachment XVI-D-1.

District substitutes

- 2. To approve fieldwork placements for the 2012-2013 school year, as per attachment XVI-D-2.
- 3. To approve the following mentors:

Mentors

**Fieldwork** 

placements

- 1. Raechel Weiner, mentor for Alexandra Southrey, Shaner School Special Education Teacher – effective January 2, 2013
- 2. Mitzi Tolson, mentor for Alexandra Funk, Shaner School Special Education Teacher - effective February 12, 2013
- 4. To approve a medical leave of absence for Gayle Luderitz, Hess School part-time Paraprofessional. Mrs. Luderitz has used all of her accumulated sick time during the period of November 16, 2012 through December 14, 2012 and is requesting to be placed on a Federal Family Medical Leave (FMLA) on an intermittent basis to commence on December 17, 2012 through December 21, 2012, as per attachment XVI-D-4.

**Medical Leave of** Absence for Gayle Luderitz

5. To approve the termination of employment of Termination of Christine Martinez, Hess School

**Christine Martinez** 

Paraprofessional effective December 19, 2012.

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

# **POLICY COMMITTEE**

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

Policy #6641

1. To approve Policy #6641 – Pupil Lunch Charges on second reading.

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

# TRANSPORTATION COMMITTEE

None

**RESOLUTIONS** 

None

### SOLICITOR'S REPORT

None

### **UNFINISHED BUSINESS**

Dr. Cappelluti asked about finalizing retreat dates with Charlene Zoerb from New Jersey School Board Association. The Board does not want to schedule on a day of a regular meeting. The Board will get back to Dr. Cappelluti on which dates work best.

Dr. Cappelluti reviewed three options for changing the school calendar. Option one is to have half days on January 21, February 18 and June 16. Option two is to shorten spring break. Option three would be to have abbreviated days on June 17, 18 and 19.

Mrs. Kupp stated that the Curriculum Committee was looking at instructional time for students. Mrs. Capone stated that the audience made valid points and we also have to consider students who want to have perfect attendance. The Board discussed various options. It was decided that June 17, 18 and 19 would be added as

abbreviated days.

Mrs. Capone asked about the status of PTA memberships and Dr. Cappelluti responded that it was being worked on.

Mrs. Capone also asked about putting more detailed information on the volunteer list. Dr. Cappelluti will look into the list and see if the schools have more information.

Mrs. Capone spoke about the audit and fund balance. She discussed surplus of 1.6 million. Mr. Ludwick stated that the Finance Committee will look at the possibility of expanding activities at Hess. Mr. Smith stated the restricted fund balance consists of reserve accounts and allowed surplus. The 1.6 million in excess will go to the 2013-2014 budget as revenue. It is replacing 2.2 million in the current budget. Mr. Anderson discussed changing summer school and other programs that are not working properly.

Dr. Erickson wanted to make a motion to allow Board members to request a printed copy of the policy manual. Mrs. Capone feels that, if a Board member wants a copy, they should have one.

Mr. Aiken wanted to make a motion to approve the minutes from the 11/13/12 Board meeting as originally written. Dr. Erickson stated that the minutes would be on the January 22, 2013 agenda for approval.

Mrs. Capone said that RFP's for the next fiscal year will be discussed at this meeting. Mr. Smith gave a listing to the Board for their review. Mrs. Capone requested copies of professional service contracts.

# **NEW BUSINESS**

Motioned by Mr. Anderson, seconded by Dr. Erickson, to approve the following Motion as presented:

To approve changes to the 2012-2013 District calendar, as amended.

District calendar

Revisions were necessary due to the emergency closings for Hurricane Sandy.

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

Motion by Dr. Erickson, seconded by Mr. Sacchinelli to allow Board members to request a printed copy of the policy manual.

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

# **PUBLIC COMMENTS**

Maureen Bugdon feels there are report card issues at the Shaner and Hess Schools. She stated that she sees disparity between the two schools.

Dr. Cappelluti responded that you cannot equate letter grades to number grades on report cards. There are state guidelines on standard based report cards.

Mrs. Budgon also senses that there are issues between the Board members and they need to work together for the children. She also spoke about the recent lockdown at the Hess School. There was fear felt by parents, but she feels the communication from the school was excellent. She would like to see the Board members continue to work together for the safety of the students.

Karen Petrolongo presented a check to Mr. Santilli for the flyers he submitted for the Christmas tree fundraiser. The check was made out to the Hamilton Township Education Foundation.

Mrs. Petrolongo also noted that there are no gifted and talented programs at the Hess School. She would like to know what the district is doing for this. She said that the state mandates programs for gifted and talented students be offered. She feels that her son has discipline issues because he is bored during the school day.

Dr. Erickson responded that the district is aware that we need programs for the gifted and talented students. She said that there will be more discussion on this topic. She also spoke about the STEM program initiated by the state.

# New Jersey School Board Member Code of Ethics

Mr. Greco stated that the agenda item from 1975 matches the current statute word for word. The Board must adopt a Code of Ethics.

Motion by Mr. Anderson, seconded by Mrs. Melton, to approve the New Jersey School

Mays Landing, NJ January 8, 2013

Board Member Code of Ethics, as per attachment IX-B.

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

# **ADJOURNMENT**

Motioned by Dr. Erickson, seconded by Mr. Anderson, to adjourn the meeting.

Voice Vote: All in favor: (9-0-0)

The Hamilton Township Board of Education meeting adjourned at 8:55 p.m.

Daniel Smith Board Secretary

V111-A



William Davies Middle School Mr. Stephen Santinelli 1876 Dr. Dennis Forman Drive Mays Landing, NJ 08330

January 18, 2013

Dear Mr. Stephen Santinelli,

Thank you for applying for a 2012-2013 AtlantiCare Healthy Schools Initiative Mini-Grant. We received over 32 applications from local schools.

After careful consideration of your proposal, we are pleased to inform you that your school has been awarded the \$1000 Water Works – Water Conservation Award.

As per the grant application guidelines, at least one representative from your school is required to attend the Water Works – Water Conservation Training Session. This session is scheduled for Friday, March 1<sup>st</sup> from 10:00 – 1:00 PM at the Atlantic County Utilities Authority (ACUA) Recycling Center Business Office, 6700 Delilah Road, Egg Harbor Township. Light refreshments will be provided at the training. Additional members of your school can attend, if interested. Please forward the names of all those planning to attend to: healthyschools@atlanticare.org

At the training we will provide you with examples of advanced gardening practices, innovative ideas relative to rain water collection and conservation, and techniques for enhancing the maintenance of your school garden. We also hope to answer any questions you may have relative to improving your school garden, as well as sharing some local resources that can assist in your efforts. In addition we will review the reporting and documentation requirements. **Award checks will be distributed at the training session.** 

Please feel free to reach out to us with any questions you may have. We can be reached at <a href="mailto:healthyschools@atlanticare.org">healthyschools@atlanticare.org</a>. We look forward to working with your school as you continue to make strides to improve the health and wellness of the students, staff and families that you serve.

We look forward to seeing you on March 1st.

Sincerely,

Imy Hogh

AtlantiCare Healthy Schools, Health Children

Preschool	··· à	,		5 #12	<b>.</b> .		Nove	<u></u>		Decem # of	ē		January # of			February <u>#of</u>		March # of	_	***************************************	April # of		May # of	ay if	As	As of June 6-12-12	6-12-12
	21	WOOTIIS I	HC)	2	Kooms	-ACS	최	Kooms	*ACS	<u>R</u>	Rooms *A	*ACS	Roo	Rooms *ACS	<u>સ</u>	Rooms	*ACS	Rooms	ms *ACS	<b>S</b> I	Rooms	*ACS	Rooms	TACS	S)	Rooms	*ACS
_	143	7 20	20.4	153	7 2	21.9	154	7 2	22.0 1	152 7	7 21	21.7 15	151 7	7 21.6	9	7	0	7	0	77774	7	0	7	0		7	0
Kindergarten	313	14 22	22.4	310 1	14 2	22.1	311 1	14 2	22.2 3	310 1.	14 22	22.1 3.	310 14	4 22.1	н	14	0	14	0		14	0	14	0		14	0
Grade 1	278	15 18	18.5	276 1	15 1	18.4	275 1	15 1	18.3 2	275 1.	15 18	18.3 2.	278 15	5 18.5	2	15	0	15	0		15	0	15	0		15	0
Grade 2	311	14 22	22.2	313 1	14 2	22.4	316	14 2	22.6 3	315 1	14 22	22.5 3:	310 14	4 22.1	T	14	0	14	0		14	0	14	0		14	0
Grade 3	342	14 24	24.4	340 1	14 2	24.3	340	14 2	24.3 3.	339 1,	14 24	24.2 33	339 14	4 24.2	2	14	0	14	0		14	0	14	0 1	,	14	0
Grade 4	320	14 22	22.9	318 1	14 2	22.7	319 1	14 2	22.8 3	321 1.	14 22	22.9 33	320 14	4 22.9	6	14	0	14	0		14	0	14	0		14	0
Grade 5	314	14 22	22.4	313 1	14 2	22.4	312	14 2	22.3	312 14		22.3 3.	312 14	4 22.3	æ	14	0	14	0		14	0	4	0		14	c
Grade 6	326	17 19	19.2	329 1	17 1	19.4	326 1	17 1	19.2	326 17		19.2 32	326 17	7 19.2	2	17	0	17	0		17	0	17			17	0
Grade 7	305	15 20	20.3	303	15 2	20.2	304	15 2	20.3	305 15		20.3	305 15	5 20.3	m	15	0	15	0		15	0	15	0		15	0
Grade 8	307	16 19	19.2	309 1	16 1	19.3	311 1	16 1	19.4	312 16		19.5 32	310 16	6 19.4	4	16	0	16	0		16	0	16	0		16	
**Self Contained	125	15 8.	8.3	123 1	15 8	8.2	125	15 8	8.3 1.	123 15		8.2	137 15	5 9.1		15	0	15	0		15	0	15	0		15	0
<u>Totals</u>	3084		3	3087		m	3093		30	3090		30	3098							0000							

2012-2013 STUDENT ENROLLMENT HAMILTON TOWNSHIP SCHOOL DISTRICT ENROLLMENT

\*ACS - Average Class Size
\*\* Self Contained Figures include Pre-K

X1-D

Hamilton Township School District

Academic Achievement Lists

Grades 4 and 5

1st Trimester 2012-2013

# Grade 5 Academic Recognition Yellow, Orange and Red Houses

Emma Benkovic Aniyah Bishop Kyle Bitler

Nina Casselberry Anshruta Chidananda Madison Dearborn Oumar Diallo Christopher Dibb Anjolaoluwa Fakolade Bradley Garber Trey Johnson Alicia Jones Zamirah Morton Andy Nguyen

Angelica Rodriguez Navarro

Pasos Perkins

Connor Shulby Shania Simms Harman Singh

Jaden

Brianna

Paulina Trezesniowska

Lerman Zakkary

24

# Grade 4 Academic Recognition Green, Blue, Purple and Silver Houses

Erika Biasini Zoey Booth Cassandra Booth Autumn **Bott** Bryson Bugdon Jake Burnett David Ciro Madison Connelly Daniel Cooper Hannah Curcio DiGregorio Gianna Sarah Eaton Zackary **Emmell** Steven Flickinger Saloni Garg Megan Gaskill Brianna Gibson Fiona Hua Colin Macrie Matthew McClay Paige Mlynarczyk Antonia Monroe Rebekah Monroe Isaiah Newsome Alexi Phommathep Jacob Reingruber Olivia Risley Sabrina Salman Jayden Shertel Sarah Small Abigail Thompson Kahlif Thornton Lauren Ulland Lauren Walden John Walker **Emily** Weber Heldreth Yu

# **Grade 5 Academic Recognition Green, Blue, Purple and Silver Houses**

Alexandra Achanzar Abby Alcalde Gerald Armitage Ethon Charles Griffin Ziya Cara Grunwald Tyger Haines Sydney Heggan Hendrickson Tyler Brooke Holmes Hayden Horsey **Nicholas** Ingegneri Zaire Jones Vivek Kolli Rachael Lewis Ariel Martinez Samantha McConaghy Allyana McLamb Arianna Nakao Stacey Ngo Keagen Summerville Eric Weeks

# HAMILTON TOWNSHIP BOARD OF EDUCATION 2012-2013 Board Meeting of 2/5/2013

Rationale	Funds needed for student evaluations, assistive technology	0.00 Funds needed for write-off uncollectible 05-06 receivable per audit	.00 Funds needed for grounds supplies for remainder of year.		Funds needed for district phone system as discussed with cmt	Funds needed to replace funds used for laptop carts at Hess	.00 Funds needed for purchase of courier vehicle as discussed with cmt	00'	Funds needed for PK teacher, reclass funds from special edu00_	00.	00.
From	2,400.00	1,000.00	3,000.00	45,880.00		40,000.00	22,560.00	114,840.00	49,748.00	49,748.00	164,588.00
٩	2,400.00	1,000.00	3,000.00	25,764.00	20,116.00	40,000.00	22,560.00	114,840.00	49,748.00	49,748.00	164,588.00
Description	Undistributed Exp - Child Study Teams - Other Purch Prof Serv Undistributed Exp - Child Study Teams - Misc Purch Serv	Undistributed Exp - General Admin - General Supplies Undistributed Exp - General Admin - Misc Expenditures	Undistributed Exp - Custodial Services - General Supplies Undistributed Exp - Care and Upkeep of Grounds - Gen Supplies	Undistributed Exp - Admin Info Tech - Purchased Tech Serv Undistributed Exp - Admin Info Tech - Supplies and Materials	Capital Outlay - General Admin - Equipment	Regular Program - Instruction - General Supplies Undistributed Exp - Required Maintenance - Clean, Maint Serv	Undistributed Exp - Custodial Services - Energy - Electricity Capital Outlay - Custodial Services - Equipment	Subtotal	Regular Programs - Preschool - Instruction - Sal of Teachers Special Edu - Preschool Disabled - Instruction - Sal of Teachers	Subtotal	Total
Account School Non-Pavroll Transfers	11-000-219-390 CST 11-000-219-592 CST	11-000-230-610 District 11-000-230-890 District	11-000-262-610 Maint 11-000-263-610 Grounds	•	12-000-230-730 DISTRICT	11-190-100-610 Tech 11-000-261-420 Shaner	11-000-262-622 Davies 12-000-262-730 Custodial	Pavroll Transfers	11-105-100-101		

X11-C-1

# TRAVEL APPROVAL FORM February 5, 2013

H C C C C C C C C C C C C C C C C C C C	!		LOCATION	DATE(S)	REGISTRATION	ESTIMATED
S AFF/BOAKO MEMBER		NAME OF SEMINAR/WORKSHOP	OF TRAVEL	OF TRAVE	COST	OTHER COSTS
Cappelluti, Dr. Michelle	Superintendent	N.IASA Techson 2013	14 .4:0	0700,707		0 000
	11235 1231 113 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		Augure Ord, NJ	1/31/2013	225.00	25.00
reliese, Jessica	leacher	NJTESOL 2013 Spring Conference	New Brunswick, NJ	5/29-5/30/2013	219 00	150 00
Graham, Kelley	Teacher	Classroom Management and Effective Teaching	Cherry Hill N.I.	3/13/2013	490.00	
Hodayance Erin	Speach Therapiet		Original desired	0104010	00.601	00.00
	Operation in a plant	Suraregies for Treating Unitdnood Apraxia of Speech	Voorhees, NJ	3/14/2013	225.00	30.00
Iviack, oaran	eacher	Classroom Management and Effective Teaching	Cherry Hill, NJ	3/13/2013	139.00	50 00
Marco, Wendi	Teacher	American Camp Association Annual Conference	Atlantic City N.1	3/10-3/15/2013	(V)	00.00
Malder Oliff	Community Ed Discotor		الانظارات حادث	0104/01/0-21/0	3	30.00
	Community Ed Director	American Camp Association Annual Conference	Atlantic City, NJ	3/12-3/15/2013	€	30.00
Mulder, Laura	leacher	NJ Anti-Bullying Conference	Pomona N.I	5/24 & 5/30/2013	179.00	
Mulranev Kristen	librarian	400 Boot Books for Children Contract Co		2000	20.00	00.00
	רוטומוו	TOO BEST BOOKS TO! CITIGIEN GRADES PK-6	Voorhees, NJ	4/24/2013	189.00	30.00
Pinnix, Keiii	Speech Iherapist	Strategies for Treating Childhood Apraxia of Speech	Voorhees N.J	3/14/2013	225 00	30.00
Pinnix, Kelli	Speech Therapist	Strategies that Work for the Student with Autiem	14 2004200/	07000000	250.00	00.00
Discharge Molecular		כמ מנספוס נוומר אסוא וסן נווס סנממפוון אאונון אמוסוון	VOOLUGES, INC	2/21-2/22/13	235.00	90.09
רוסאטוו, ואומומון,	eacher	Classroom Management and Effective Teaching	Cherry Hill, NJ	3/13/2013	139.00	50.00
Richardson, Clintona	Teacher	Taking your Co-Teaching Partnership to a Higher Level	Cherry Hill N.	3/14/2013	225.00	40.00
Siedelman Gail	Guidance Counselor	N I Anti Dullying Coeference		0102/11/0	220.00	40.00
Vinether Level		No Aliu-bullyllig Colliererce	Fomona, NJ	Pomona, NJ 5/24 & 5/30/2013	149.00	30.00
Yungnans, Janet	Librarian	100 Best Books for Children Grades PK-6	Voorhees, NJ	4/24/2013	189.00	30.00

NOTE: Estimated other costs include reimburseable expenses, ie. mileage, parking, tolls, lodging and meals. All reimbursements will be issued according to current contract, policy, and/or state regulations.

(A) Registration of \$815 covers upto five attendees to the conference. Community Education Funds are being used for this travel expense.

X11-C-3



Application - Entitlement: IDEA-2013-HAMILTON TWP SCHOOL DISTRICT-01-1940-

Status: Amendment in Process
User: Cheryl Porreca
Role: Authorized Official
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You are here: > Grant Budget Forms

### **BUDGET SUMMARY**

### Instructions:

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• In order to populate the most current budget information, click the SAVE button

Function/ Object	Expenditure Category		Ва	sic			Preschool	
4-		Public Amount	CEIS	Nonpublic Amount	Total Amount	Public Amount	Nonpublic Amount	Total Amount
100	Instruction							
100-100	Instructional - Salaries	0	0	50928	50928	0	0	0
100-300	Instruction Purchased Services	0	0	0	0	0	0	C
100-500	Other Purchased Services	728020	0	0	728020	32126	0	32126
100-600	Instructional Supplies	0	0	4019	4019	0	0	0
100-800	Instruction Other Objects	0	0	0	0	0	0	0
200	Support Services							
200-100	Non-Instructional - Salaries	0	0	0	0	0	0	0
200-200	Employee Benefits	0	0	3895	3895	0	0	0
200-300	Professional and Technical Services	0	0	0	0.	0	0	0
200-400	Purchased Property Services	0	0	0	0	0	0	0
200-500	Other Purchased Services	0	0	0	0	0	0	0
200-600	Non-Instructional Supplies	0	0	0	0	0	0	0
200-800	Other Objects	0	0	0	0	0	0	0
200-860	Indirect Cost	0	0	0	0	0	0	0
	Facilities Acquisition and Construction Services							
100-720	Building/Renovation	0	0	0	0	0	0	0
100-731	Instructional Equipment	0	0	0	0	0	0	0
00-732	Non-Instructional Equipment	0	0	0	, 0	0	0	0
520	Other							
20-930	Schoolwide	0	0	0	0	0	0	0
	Total Project Budgeted	728020	0	58842	786862	32126	0	32126
/	Allocation				786862			32126
	Difference between allocation and total budget				0			0
1	Nonpublic Proportionate Share				58842			0
SAVE	SAVE/NEXT DELETE VIEW PDF	ADD NOTE	FIRST	PREVIOUS	NEXT	LAST		/

SAVE SAVE/NEXT DELETE VIEW PDF ADD NOTE FIRST PREVIOUS NEXT LAST 475615

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Application - Entitlement: IDEA-2013-HAMILTON TWP SCHOOL DISTRICT-01-1940-102 (1)

Status: Amendment in Process
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		Commission Info		(4)				
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BASIC

Gr	ant	B	udae	t F	orms		•

You are here: > Grant Budget Forms > Basic Budget Forms

# BASIC ENTITLEMENT ALLOCATION (AGES 3-21)

### Instructions:

- Fields with an \* next to them must be completed.
- Description of what is expected in this section can be found by clicking "Instructions."
- After entering all information click the **SAVE** button.
- To proceed to the next page you may click the **NEXT** button or use the Related Pages section at the bottom of the page
- To return to the Application menu click the **Application Menu** link above.

IDEA Part B Sec. 611 - It is estimated that the project/program is funded 100% with federal funds.							
	led under CFDA Number	84.027A		1			
Allocation Calculation	on						
				Base Amount			
		]		270239			
Population							
Public Enrollment	Nonpublic Enrollment	Total Population	Population Rate Per Pupil	Increase for Population Amount			
3053	175	3228	128.152578235691964395910	413677			
Poverty							
Public Free/Reduced	Nonpublic Free/Reduced	Total Free/Reduced	Poverty Rate	Increase for			
Lunches	Lunches	Lunch Count	Per Pupil	Poverty Amount			
784	0	784	90.774906403654550882850	71168			
Total							
		Current Year Funds					
		Basic Allocation (Ages 3-	21)	755084			
		Total Current Year Funds		755084			
	Prior Year(s) Funds						
	Carryover (+) 31778						
	Overpayment (+)						
	Total Prior Year(s) Funds			31778			
	Cooperative/Consortia						
		Transfer In/Out	0				
		Adjusted Total		786862			

Nonpublic Proportionate Share Calculation

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Disabilities (Ages 3 21) 558	3- with Disabilities (ages 3- 21) 20 755084  Prior Year(s) Funds	Nonpublic Proportionate Share 27064
	Carryover (+)	31778
	0	
	Cooperative/Consortia	
***************************************	Transfer In/Out	0
	500.45	
RELATED	Adjusted Total	58842
		58842
	PAGES at Allocation (Ages 3-21)(1)	58842
Basic Entitlemen	PAGES  It Allocation (Ages 3-21)(1)  Denditures	58842
Basic Entitlemer  Instructional Exp	PAGES  at Allocation (Ages 3-21)(1)  benditures at Expenditures	58842
Basic Entitlemer	PAGES  at Allocation (Ages 3-21)(1)  penditures al Expenditures t Costs	58842



Application - Entitlement: IDEA-2013-HAMILTON TWP SCHOOL DISTRICT-01-1940-102 (1)

Status: Amendment in Process
User: Cheryl Porreca

Role: Authorized Official

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Go to Related Pages PRESCHOOL

You are here: > Grant Budget Forms > Preschool Budget Forms

# PRESCHOOL ENTITLEMENT ALLOCATION (AGES 3-5)

### **Instructions:**

- Fields with an \* next to them must be completed.
- Description of what is expected in this section can be found by clicking "Instructions."
- After entering all information click the **SAVE** button.
- To proceed to the next page you may click the **NEXT** button or use the Related Pages section at the bottom of the page
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IDEA Part B Sec. 619 - It is estimated that the project/program is funded 100% with federal funds. These funds are coded under CFDA Number 84.173							
Allocation Calculation		04.1/3		T			
				Base Amount			
				25157			
Population							
Public Enrollment	Nonpublic Enrollment	Total Population	Population Rate Per Pupil	Increase for Population Amount			
3053	175	3228	1.84767606248046576875	5964			
Poverty							
Public Free/Reduced	Nonpublic Free/Reduced	Total Free/Reduced	Poverty Rate	Increase for			
Lunches	Lunches	Lunch Count	Per Pupil	Poverty Amount			
784	0	784	1.28232902165368398484	1005			
Total				*****			
		Current Year Funds					
		Preschool Allocation (Ages	3-5)	32126			
		Total Current Year Funds		32126			
	Prior Year(s) Funds						
	Carryover (+) 0						
	Overpayment (+)			0			
	Total Prior Year(s) Funds						
Cooperative/Consortia							
		Transfer In/Out	0				
		Adjusted Total		32126			

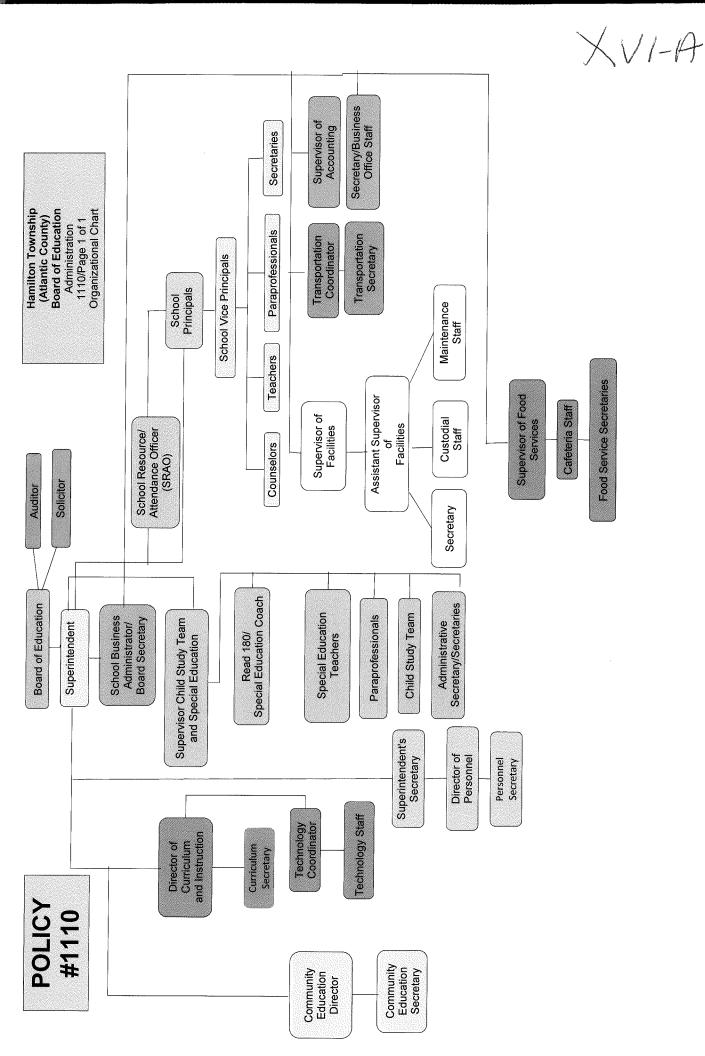
Nonpublic Proportionate Share Calculation

32

Total Students with Disabilities (Ages 3-21)	with Disabilities (ages 3- 21) Preschool Allocation (Ages 3- 5)	
/6	0     32126     Prior Year(s) Funds	0
	Carryover (+)	0
	0	
	Overpayment (+) Cooperative/Consortia	
	Transfer In/Out	0
	Adjusted Total	0
RELATED P	PAGES	
	nent Allocation (Ages 3-5)(1) enditures Expenditures Costs	
Preschool Entitler Instructional Expe Non-Instructional 200-860 Indirect	nent Allocation (Ages 3-5)(1) enditures Expenditures Costs ide Programs	FIRST PREVIOUS NEXT LAST

5-Feb-13 2012-13 SCHOOL YEAR

Nicole	Rando	sub/para/sec/teacher	\$55/\$80/day
Dave	Grassi	sub/teacher/nurse	\$80/\$100/day
Dean	Kennedy	sub/teacher	\$80/day
Dawn	McCoy	sub/para/sec/food svc	\$55/day/\$10/hr
Ashley	Kirschman	sub/teacher	\$90/day
Sefi	Follosco	sub/teacher	\$90/day
Randi	Guidos	sub/teacher	\$90/day
Bethany	Hughes	sub/teacher	\$90/day
Alison	Dodd	sub/teacher	\$90/day
Lisa	Jones	sub/para/sec/teacher	\$55/\$80/day
Melissa	McCormick	sub/para/sec/teacher	\$55/\$80/day
Nick	Fischer	sub/teacher/para	\$55/\$80/day
Isiah	Warner	sub/teacher	\$90/day
Koutney	Land	sub/teacher/para/sec	\$80/\$55/day
Jennifer	Chinnici	sub/teacher	\$90/day
Stephanie	Vaca	sub/para/sec/teacher	\$55/\$80/day
lyssa	Mayer	sub/para/sec/teacher	\$55/\$80/day
Wanda	Allen	sub/para/sec/teacher	\$55/\$80/day
Megan	Hood	sub/teacher	\$90/day
William	Betts	sub/teacher	\$90/day
Kathy	Nolan	sub/para/sec/teacher	\$55/\$80/day



Revised: 1-31-13 Approved: 2-5-13

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