

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
HELD ON FEBRUARY 1, 2016**

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 6:00 p.m. in the Michael H. Duberson Memorial Library at the Davies Middle School by Mr. Eric Aiken, Board President.

**Call
To
Order**

ROLL CALL

The following members answered roll call: Mr. Greg Ciambrone, Miss Margaret Erickson, Mrs. Amy Hassa, Mr. Derek Haye, Mr. James Higbee, Mrs. Barbara Kupp, Mr. Kim Melton, and Mr. Eric Aiken.

**Roll
Call**

Absent: Mrs. Stephanie Buchanan

Also present were: Dr. Maryann Banks, Interim Superintendent of Schools
Mr. Mark A. Ritter, Interim School Business Administrator
Mr. Eric Goldstein, Solicitor

EXECUTIVE SESSION

Motion by Eric Aiken, seconded by Margaret Erickson, to enter into 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:

- Litigation
- School Security Update
- HIB Report
- Superintendent Search Update

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 40 minutes.

Mays Landing, NJ
February 1, 2016

Roll Call Vote: All in favor: Mr. Ciambrone, Miss Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (8-0-0)

The Board entered into Executive session at 6:01 p.m.

The Board resumed the Regular meeting at 6:40 p.m.

Pledge of Allegiance

Mr. Aiken led the Pledge of Allegiance.

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 a notice posted with the Township Clerk on the Bulletin Board at the following locations: Mizpah Post Office, Mays Landing Post Office, Atlantic County Library, as well as all the schools of the district. A mechanical device is being used to record this meeting and this meeting is also being video-taped.

There are two opportunities to address the members of the Board. The Board values and welcomes comments and opinions from residents as long as remarks are not personal or discourteous. The public comment portion of the meeting allows the Board to listen to community members and to hear their opinions on school policy and operations.

The first public portion is reserved for persons wishing to speak about agenda items only. The second opportunity, following the action items, is when residents may address the Board on any school-related issue. Each speaker is asked to limit their comments to three minutes and you are not permitted to yield your time to another. The public comments portion of the meeting, during both sessions, will not exceed 30 minutes. Upon being recognized, persons wishing to speak should stand and identify themselves by name and address.

Moment of silence for private reflection.

APPROVAL OF MINUTES

None

CORRESPONDENCE

1. AtlanticCare Healthy Schools Mini-Grant for Shaner School, as per attachment VIII-1.
2. Delta Kappa Gamma Society International Grant for Hess School, as per attachment VIII-2.

PUBLIC COMMENTS

None

BOARD MEMBER COMMENTS

Mrs. . Kupp expressed her appreciation to the PTA for their help in pursuing the grants mentioned above and all of their fundraising efforts.

Mrs. Kupp noted that she attended the Parent Discussion and Dinner Night and stated what a fantastic job was done by the staff who put it together.

Mr. Aiken thanked everyone involved with handling the recent bus accident. He stated that this accident was not weather related.

Mr. Aiken also wanted to thank Mr. Nelson and the maintenance staff for having the schools ready for opening the day following the recent storm.

Mr. Aiken also noted what a tremendous job the students did during the recent Davies Got Talent Night. He was impressed with the talent of each of the students who performed.

Mrs. Kupp announced the skating party to be held by the Education Foundation on Sunday, February 14.

SUPERINTENDENT/STAFF REPORTS

(A) Information Items

1. Dates to Remember

- a. February 1, 2016 – Board of Education meeting – Davies School – 6:00 p.m.
- b. February 11, 2016 – Early Dismissal for Students – Staff PD
- c. February 12, 2016 – Schools Closed – Staff PD
- d. February 15, 2016 – Schools Closed –President’s Day
- e. February 22, 2016 – Ethic’s Workshop – Davies School – 5:30 p.m.
- f. February 22, 2016 - Board of Education Meeting – Davies School – 7:00 p.m.

(B) Enrollment for the month of December, 2015, as per attachment XI-B.

(C) Academic Achievement Lists for the 1st Trimester – Grades 4 and 5, as per attachment XI-C.

(D) Harassment, Intimidation and Bullying Incident Log, as per attachment XI-D.

(E) Candidates selected for the 2016 Educator, Education Service Professional and Paraprofessionals of the year:

Educator Recipients:

Shaner: Suzanne Burnetta
Hess: Laura Aleszczyk

Paraprofessional Recipients:

Shaner: Maureen Minton
Hess: Bonnie Repko

Mays Landing, NJ
February 1, 2016

Davies: Debbie Conrad

Davies: Faye Fuller

Education Service Professional of the Year:

Hess School: Ann Bucknam

(F) Presentation: Board Recognition Month

Dr. Banks thanked the Board members for their time and dedication to the District.

A special presentation from each school principal was given to the Board Members in honor of their service to our schools.

(G) Presentation: Report on Violence and Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse, as per attachment XI-G.

Presented by Russell Clark, Affirmative Action Officer
and Anti-Bullying Coordinator

(H.) Presentation: PARCC

Presented by: Lisa Dagit, Director of Curriculum and Instruction

XII. Re-Organization – Committee Assignments

Curriculum

Chairperson: Kim Melton

Member: Barbara Kupp

Member: Margaret Erickson

Facilities:

Chairperson: Greg Ciambrone

Member: Derek Haye

Member: Margaret Erickson

Finance:

Chairperson: Derek Haye

Member: Barbara Kupp

Member: Greg Ciambrone

Personnel/Negotiations:

Chairperson: Barbara Kupp

Member: Kim Melton

Member: Stephanie Buchanan

Policy:

Chairperson: Stephanie Buchanan

Member: Jim Higbee

Member: Amy Hassa

Transportation/Discipline:

Chairperson: Jim Higbee

Member: Stephanie Buchanan

Member: Amy Hassa

COMMITTEES AND RECOMMENDATIONS

FACILITIES COMMITTEE - Mr. Ciambrone

None

CURRICULUM COMMITTEE – Mrs. Melton

None

FINANCE COMMITTEE – Mr. Haye

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

1. 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**

Roll Call Vote: All in favor: Mr. Ciambrone, Miss Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (8-0-0)

The following item has been presented as an informational item:

2. Purchase orders issued for services, supplies and equipment in the amount of \$1,417,219.07, as per attachment Finance-2. **Purchase orders**

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

3. To approve the following bills and payroll in the total amount of \$1,485,442.33, as per attachment Finance-3: **Bills and payroll**

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$3,681.00
11	Current Expense	1,134,509.56
12	Capital Outlay	5,540.73
20	Special Revenue	23,740.26
40	Debt Service	163,209.38
50	Cafeteria	139,457.77
50	Community Education	5,101.55
50	Camp Blue Star	10,202.08

Mays Landing, NJ
February 1, 2016

Staff attendance at seminars, workshops and conferences

4. To approve staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2015-2016 school, as per year attachment Finance-4.

Healthy Children Mini Grant

5. To accept AtlantiCare Health Schools, Healthy Children Mini Grant funds as follows:
 - Davies School - \$800.00 – School Wellness Training
 - Shaner School – \$1,500.00 – Schoolyard Garden Training

Grant funds from Xi Chapter of Delta Kappa Gamma Society

6. To accept Grant funds from Xi Chapter of Delta Kappa Gamma Society International for the Hess School to support their STEM Club App Inventor Project in the amount of \$231.98.

Agreement with NJ Commission for the Blind

7. To approve an Agreement with the NJ Commission for the Blind for one (1) student for the 2015-2016 school year in the amount of \$1,231.00.

Roll Call Vote: All in favor: Mr. Ciambrone, Miss Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (8-0-0)

PERSONNEL/NEGOTIATIONS COMMITTEE - Mrs. Kupp

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

Motioned by Mrs. Kupp, seconded by Mrs. Melton, to approve the following motions as presented:

District substitutes

1. To approve district substitutes for the 2015-2016 school year, as per attachment Personnel-1.

Homebound instruction

2. To approve homebound instruction for the 2015-2016 school year, as per attachment Personnel-2.

- 3 To approve fieldwork placements for the 2015-2016 school year, attachment Personnel-3. **Fieldwork placements**

Roll Call Vote: All in favor: Mr. Ciambrone, Miss Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (8-0-0)

Motioned by Mrs. Kupp, seconded by Mrs. Melton, to approve the following motions as presented:

4. To accept a retirement notice from JoAnn Haley, Shaner School teacher effective July 1, 2016 with her last day of employment to be June 30, 2016, as per attachment Personnel-4. **Retirement of Joann Haley**

Roll Call Vote: All in favor: Mr. Ciambrone, Miss Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (8-0-0)

Motioned by Mrs. Kupp, seconded by Mrs. Melton, to approve the following motions as presented:

5. To approve an extension of an employment contract for Kelley Fera from March 24, 2016 to the end of the school year. **Extension of employment contract for Kelley Fera**

Miss Fera is a replacement for Shannon Haines who is on a maternity leave of absence.

6. To approve the following Kid's Corner substitutes for the 2015-2016 school year at the rate \$10.00/hour: **Kid's Corner substitutes**

- Carolyn Creech
- Ruth Hardrick

7. To transfer Kevon Reynolds part-time Paraprofessional from Shaner School to Hess School effective January 26, 2016. **Transfer paraprofessional**

Mays Landing, NJ
February 1, 2016

Roll Call Vote: All in favor: Mr. Ciambrone,
Miss Erickson, Mrs. Hassa, Mr. Haye, Mr.
Higbee, Mrs. Kupp, Mrs. Melton, and Mr.
Aiken. (8-0-0)

POLICY COMMITTEE – Mrs. Buchanan

None

TRANSPORTATION COMMITTEE – Mr. Higbee

Motion by Mr. Higbee, seconded by Miss Erickson, to approve the following motion, as presented:

- | | |
|--------------------------------|--|
| Club/Activity
trips | 1. To approve club/activity trips for the 2015-2016 school year, as per attachment Transportation-1. |
|--------------------------------|--|

Roll Call Vote: All in favor: Mr. Ciambrone,
Miss Erickson, Mrs. Hassa, Mr. Haye, Mr.
Higbee, Mrs. Kupp, Mrs. Melton, and Mr.
Aiken. (8-0-0)

RESOLUTIONS

None

SOLICITOR'S REPORT

None

UNFINISHED BUSINESS

Mrs. Kupp asked for an update on the paper situation. Dr. Banks stated that there is no shortage. Enough paper has been ordered for the schools.

Mr. Aiken gave an update on the Superintendent Search. First round interviews will begin on February 3. Mr. Aiken wanted to thank the staff and the public for their input on the survey available.

NEW BUSINESS

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

Mays Landing, NJ
February 1, 2016

- A. To approve the Report on Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse for the period September through December, 2015, as presented.

**Report of Violence,
Vandalism,
Harassment,
Intimidation,
Bullying, Alcohol,
and Other Drug
Abuse**

Roll Call Vote: All in favor: Mr. Ciambrone, Miss Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (8-0-0)

PUBLIC COMMENTS

Anne Erickson read a statement from November 14, 2014 from the NJ Ethics Commission to the District regarding participation of a Board President in the Superintendent Search.

ADJOURNMENT

Motion by Mrs. Melton, seconded by Miss Erickson, to adjourn the meeting.

Roll Call Vote: All in favor: Mr. Ciambrone, Miss Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (8-0-0)

The Hamilton Township Board of Education meeting adjourned at 8:13 p.m.

Mark A. Ritter,
Interim Business Administrator