

Mays Landing, NJ
April 11, 2016

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
HELD ON APRIL 11, 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 Mark A. Ritter.

**Call
To
Order**

ROLL CALL

The following members answered roll call: Mrs. Stephanie Buchanan, Mr. Greg Ciambro, Ms. Margaret Erickson, Mrs. Amy Hassa, Mr. Derek Haye, Mr. James Higbee, Mrs. Barbara Kupp, Mr. Kim Melton (arrived 6:03 p.m.), and Mr. Eric Aiken.

**Roll
Call**

Absent: None

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

EXECUTIVE SESSION

Motion by Mr. Aiken, seconded by Mrs. Hassa, 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:

- HIB
- Personnel

Further resolved that the discussion of such subject matter in executive session can be disclosed to the public when formal action is taken on such subject matter or at any other appropriate time.

Further resolved the Board may take action on items discussed in executive session. Further resolved that the Board will be in executive session for approximately 35 minutes.

Voice Vote: All in favor: (8-0-0)

The Board entered into Executive session at 6:03 p.m.

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The Board resumed the Regular meeting at 7:00 p.m.

Pledge of Allegiance

Flag salute was led by the students of the Wm. Davies Middle School. The National Anthem was sung by the Wm. Davies School Choir and accompanied by the Wm. Davies Middle School Band.

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

Motion by Mr. Aiken, seconded by Mrs. Hassa, to approve the minutes of the Special meeting of March 12, 2016, as per attachment Minutes-1.

Roll Call Vote: Eight in favor: Mrs. Buchanan, Mr. Ciambone, Ms. Erickson, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. Abstained: Mrs. Hassa (8-0-1)

Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve the regular and executive session minutes of the meeting of March 14, 2016, as per attachment Minutes-2.

Mrs. Erickson noted that she would like to amend the regular minutes of March 14 to reflect the topic of the workshops which the Board members attended; specifically that four Board members attended the Suicide Prevention Workshop at Oakcrest High School on March 10, 2016. She would also like it to be noted that Mrs. Melton would like to have a similar workshop on suicide held in our district.

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Motion by Mrs. Hassa, seconded by Mrs. Melton, to amend the minutes of March 14, 2016.

Voice Vote: 9-0-0

Motion by Mr. Aiken, seconded by Mrs. Kupp to approve the regular and executive session minutes of the meeting of March 14, 2016, as amended.

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

CORRESPONDENCE

AtlantiCare's Growing Green Grant for Davies School, as per attachment VIII-1.

Mr. Santilli gave a brief overview of what this grant money will be used for.

Dr. Banks thanked the Board members for their expressions of sympathy during the recent passing of her mother.

PUBLIC COMMENTS

None

BOARD MEMBER COMMENTS

Mrs. Kupp wanted to thank the PTA for a great job done on Designer Bag Bingo night. She also noted that the Davies Art Show has concluded at the library in town.

Mrs. Hassa wanted to note that, on April 27, 2016 the Davies School will be hosting a Suicide Prevention workshop.

Ms. Erickson thanked the band and choir for their performance this evening. She noted what a wonderful job they did.

Mrs. Buchanan noted that she did see "Autistic Like Me" at ACCC recently. She noted that it did give an in-depth perception of what families deal with when they are faced with this disability.

Mr. Haye noted that he saw the Davies Got Talent Show recently and stated that the students did an excellent job.

Mr. Aiken thanked Mr. Nelson and his staff for installing the blue lights throughout the school to recognize Autism Awareness Month in the schools.

Mr. Aiken also noted the Transportation/Discipline Committee met with the District's crisis team recently to review the process of what is put into place during a crisis. He stated that it was a very informative meeting.

SUPERINTENDENT/STAFF REPORTS

- (A) Information Items
1. Dates to Remember
 - a. April 13, 2016 – Finance Committee Meeting – Board Office – 4:00 p.m.
 - b. April 25, 2016 – Transportation/Discipline Committee Meeting – Davies School – 4:00 p.m.
 - c. April 25, 2016 – Policy Committee Meeting – Davies School – 5:00 p.m.
 - d. April 25, 2016 – Board of Education Meeting and Public Hearing on the Budget – Davies School – 6:00 p.m.
 - e. May 9, 2016 – Curriculum Committee Meeting – Davies School – 5:15 p.m.
 - f. May 9, 2016 – Board of Education Meeting – Davies School – 6:00 p.m.
 - g. May 11, 2016 – Finance Committee Meeting – Board Office – 4:00 p.m.
 - h. May 11, 2016 – Facilities Committee Meeting – Board Office – 5:00 p.m.
 - i. May 12, 2016 – Personnel Committee Meeting – Board Office – 4:30 p.m.
 - j. May 23, 2016 – Board of Education Meeting – Davies School – 6:00 p.m.
- (B) Registration/Transfer Statistics for the Month of March, 2016, as per attachment XI-B.
- (C) Enrollment for the month of March, 2016, as per attachment XI-C.
- (D) Harassment, Intimidation and Bullying Incident Log, as per attachment XI-D.
- (E) Student Discipline Reports for the months of February and March, 2016, as per attachment XI-E.
- (F) Academic Achievement Lists for the 2nd Trimester – Grades 4 and 5, as per attachment XI-F.
- (G) Presentation: Hess School Update

Given by: Melanie Lamanteer
Principal, Hess School

FACILITIES COMMITTEE - Mr. Ciambrone

None

CURRICULUM COMMITTEE – Mrs. Melton

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

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1. To approve the 2016-2017 District Calendar, as per attachment Curriculum-1. **2016-2017 District Calendar**
2. To approve the revised 2015-2016 District Calendar, as per attachment Curriculum-2. **2015-2016 District Calendar**
3. To approve Malika Green and Beth Steinen (joining others that were BOE approved in December 2015) to complete Curriculum Work at the rate of \$31.15/hour during the 2015-2016 school year (number of hours per staff member will vary based on need and total dollar amount will not exceed \$3800). This rate is the identified rate for Curriculum Development in the 2015 – 2016 Agreement between the Hamilton Township Board of Education and the Hamilton Township Education Association. This is funded through Local Funds. **Curriculum Work**

Discussion was held regarding changing the 2016-2017 District Calendar.

Motion by Mr. Ciambrone, seconded by Mrs. Kupp, to table item #1.

Voice Vote: All in favor #1. (9-0-0)

Roll Call Vote: All in favor #2 and #3: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

FINANCE COMMITTEE – Mr. Haye

Motion by Mr. Haye, seconded by Ms. Erickson, 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 February, 2016. The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of February, 2016, as per attachment Finance-1. **Report of Receipts and Expenditures**
2. Board Secretary's Report for the period ending February, 29, 2016. Pursuant to **Board Secretary's Report**

N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of February, 29, 2016, and after review of the Secretary's Monthly Financial appropriations section as presented and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(c)4 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, as per attachment Finance-2.

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

The following items have been presented as informational items:

- | | | |
|---------------------------------|----|---|
| Interest Income | 3. | Interest Income for the month of February, 2016, as per attachment Finance-3. |
| Receipts | 4. | Receipts for the month of February, 2016, as per attachment Finance-4. |
| Refunds | 5. | Refunds for the month of February, 2016, as per attachment Finance-5. |
| Capital Reserve Interest | 6. | Capital Reserve Interest for the month of February, 2016, as per attachment Finance-6. |
| Rental Income | 7. | Rental Income for the month of February, 2016, as per attachment Finance-7. |
| Miscellaneous Revenue | 8. | Miscellaneous Revenue for the month of February, 2016, as per attachment Finance-8. |
| Budget Summary Report | 9. | The monthly Budget Summary Report for February, 2016, has been filed by the Board Secretary with the Hamilton Township Board of Education, as per attachment Finance-9. |

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

10. To approve budget transfers in the amount of \$333,010.82, as per attachment Finance-10. **Budget Transfers**
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**

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

The following item has been presented as an informational item:

12. Purchase orders issued for services, supplies and equipment in the amount of \$742,352.65, as per attachment Finance-12. **Purchase orders**

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

13. To approve the following bills and payroll in the total amount of \$3,692,283.44, as per attachment Finance-13: **Bills and payroll**

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$1,727.00
10	General Fund/Payroll	208,174.27
11	Current Expense	1,107,178.55
11	Current Expense/Payroll	2,195,083.60
20	Special Revenue	82,431.05
20	Special Revenue/Payroll	79,167.01
50	Community Education	8,471.96
50	Camp Blue Star	10,050.00

14. To approve staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2015-2016 school **Attendance at seminars, workshops and conferences**

year, as per attachment Finance -14.

**AtlantiCare's
Growing Green
Grant**

15. To accept AtlantiCare's Growing Green Grant funds in the amount of \$500.00 for the Davies School.

**Risk
Management
Consultant**

16. To approve the following Resolution:

RESOLUTION #102

ATLANTIC & CAPE MAY COUNTIES
ASSOCIATION OF
SCHOOL BUSINESS OFFICIALS JOINT
INSURANCE FUND
(ACCASBOJIF)

RESOLUTION APPOINTING A RISK
MANAGEMENT CONSULTANT

WHEREAS, the Hamilton Township Board of Education hereinafter referred to as DISTRICT, is a member of the Atlantic & Cape May Counties Association of School Business Officials Joint Insurance Fund, a self-insurance pooling fund; and

WHEREAS, the Bylaws of said Fund require that each DISTRICT appoint a Risk Management Consultant, hereinafter referred to as RMC, to perform various professional services as detailed in the Bylaws; and

WHEREAS, the Bylaws indicate a fee as indicated in the attached Risk Management Consultant Agreement which expenditure represents reasonable compensation for the services required and was included in the cost considered by the DISTRICT; and

WHEREAS, the Public School Contracts Law (NJSA 18A:18A-1 et. seq.) defines Insurance as an Extraordinary Unspecifiable Service requiring that the awarding of contracts without competitive bidding must be approved by resolution of this DISTRICT;

NOW THEREFORE, be it resolved that the DISTRICT does hereby appoint Dennis Brown of Glenn Insurance as its RMC and;

BE IT FURTHER RESOLVED that the DISTRICT's Business Official/Board Secretary is hereby authorized and directed to execute the Risk Management Consultant Agreement annexed hereto.

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| 17. | To approve a tuition contact between the Hamilton Township Board of Education (sending district) and the City of Ventnor Board of Education (receiving district) for two (2) students for the 2015-2016 school year at a total cost of \$12,221.60 for the period September 1, 2015 through December 31, 2015, pro-rated. | Tuition Contract
between HTBOE
and Ventnor BOE |
| 18. | To approve an Agreement between the Hamilton Township School District and Bayada Home Health Care, Inc., to provide nursing services for one (1) student for the 2015-2016 school year including extended school year, for the period April 8, 2016 through August 31, 2016 at a cost of \$55.00/hour for RN services and \$45.00/hour for LPN services. | Agreement
between Hamilton
Township School
District and
Bayada Home
Health Care, Inc. |
| 19. | To accept the donation of a Dell Computer Monitor from Louis Scattolon to be used at the Davies School. | Donation of Dell
Computer Monitor |
| 20. | To approve a Personal Aide Agreement between the Hamilton Township Board of Education (sending district) and Atlantic County Special Services School District (receiving district) for a full-time personal aide for one (1) student for the 2015-2016 school year at a total cost of \$43,740.00, pro-rated from April 6, 2016 through June 30, 2016 and for the 2016 Extended School Year at a rate to be determined. | Personal Aide
Agreement |

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Roll Call Vote: All in favor #13, #14, #15, #16, #18, #19 and #20: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

Eight in favor #17: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. Abstained: Mr. Higbee. (8-0-1)

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. Buchanan, to approve the following motions as presented:

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|--|----|--|
| 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. |
| NJ Family Leave of Absence | 3 | To approve an intermittent NJ Family Leave of Absence for Lorraine Hitchner, part-time, Hess School Food Service worker for the 2015-1016 school year beginning April 5, 2016, as per attachment Personnel-3. |
| Reduction in force list | 4. | To approve the reduction in force list for the 2016-2017 school year, as per attachment Personnel-4. |
| Maternity leave for Jennifer Laning | 5. | To approve a maternity leave of absence for Jennifer Laning, Davies School teacher. Mrs. Laning is requesting to use twelve (12) weeks of NJ Family Leave beginning September 1, 2016 with a return to work date of December 2, 2016, as per attachment Personnel-5. |

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs.

Melton, and Mr. Aiken. (9-0-0)

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

6. To accept a retirement notice from Kathleen Dorofee, Davies School Food Service employee effective June 30, 2016, as per attachment Personnel-6. **Retirement notice from Kathleen Dorofee**

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

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

7. To accept a resignation notice from Kevon Reynolds, Hess School Paraprofessional effective March 10, 2016 with his last day of employment to be March 11, 2016, as per attachment Personnel-7. **Resignation notice from Kevon Reynolds**

8. To approve three Stockton University graduate students to complete a 90 hour practicum (each) beginning in June with the following mentors, as per attachment Personnel-8: **Stockton University practicum students**

Toni Ricelli will Mentor Michelle Sutley
Brooke Parsons will Mentor Kelly Ho
Thelma Trego will Mentor Jessica Malloy

9. To accept a resignation notice from Lacey Hamilton, Hess School Paraprofessional, effective March 23, 2016 with her last date of employment to be April 22, 2016, in accordance with the thirty day clause in her employment contract, as per attachment Personnel-9. **Resignation from Lacey Hamilton**

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

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

**Retirement
notice from
Donna Franks**

10. To accept a retirement notice from Donna Franks, Davies School teacher, effective June 30, 2016, as per attachment Personnel-10.

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

Motion by Mrs. Kupp, seconded by Mrs. Buchanan, to approve the following motions, as presented:

**Speech
Fieldwork
Placement**

11. To approve a speech fieldwork placement for Kelsey Bucknam, for the period May 9, 2016 through August 5, 2016, as per attachment Personnel-11.

Anne Nelson, Hess School, Speech Therapist will supervise this placement.

**2016 Camp Blue
Star staff**

12. To approve the following 2016 Camp Blue Star staff:

Counselors:

Sean Berry	\$19.00/hr	Year 8
Janine Brockman	\$19.00/hr	Year 8
Diana Wuillermin	\$19.00/hr	Year 8
Justyna Lychacz	\$16.00/hr	Year 5
Lindsay Martin	\$16.00/hr	Year 5
Logan Berry	\$19.00/hr	Year 9
Mihajlo Protic	\$15.00/hr	Year 5
Jose Quidachy	\$17.00/hr	Year 6
Ed Rupp	\$19.00/hr	Year 9
Kristen Santilli	\$17.00/hr	Year 6

Junior Counselors:

Beverly Levari	\$18.00/hr	Year 6
Monica Wright	\$14.00/hr	Year 4
Chance Brockman	\$12.00/hr	Year 3
Victori Tkaza	\$12.00/hr	Year 2
Rachel Rimmele	\$11.00/hr	Year 2

Lifeguards:

Abby Haugan	\$12.00/hr	Year 2
Haley Crispwell	\$12.00/hr	Year 2
<u>Substitute</u>		
<u>Counselors:</u>		
Chelsi Crompton	\$18.00/hr	Year 7
Kevin Liston	\$18.00/hr	Year 7
Ryan Rimmele	\$14.00/hr	Year 4
<u>Bookkeeper:</u>		
Carole Wright	\$19.00/hr	Year 7

13. To approve the following 2016 Summer Swim Staff: **2016 Summer Swim staff**

<u>Summer Swim Directors</u>		
	<u>Director Rate:</u>	<u>Lifeguard Rate:</u>
Shawnee Foglio	\$33.65/hr	\$14.00/hr
Jessica Lewis	\$33.65/hr	\$14.00/hr
<u>Instructors:</u>		
Barbara Ponticello	\$31.15/hr	\$14.00/hr
Lisa Thompson	\$31.15/hr	\$14.00/hr
Catie Ponticello	\$31.15/hr	\$14.00/hr
Jean Tunney	\$31.15/hr	\$14.00/hr
Jessica Fraone (Jr. Instructor)	\$18.00/hr	\$14.00/hr
<u>Lifeguards:</u>		
Joseph Fraone		\$12.00/hr
Tim Waldon		\$12.00/hr
<u>Lifeguard Substitute:</u>		
James Rhodes		\$10.00/hr

14. To approve Jillian Akerlind as a Kids Corner Substitute at the rate of \$10.00/hour. **Kids Corner Substitute**
15. To approve the following Summer Sound and Lighting Technicians at the rate of \$35.00/hr as needed: **Summer Sound and Lighting Technicians**
- Gregory Laubert
 Cliff Melder

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- Summer Band Directors** 16. To approve the following Summer Band Directors:

Fred Rushmore - \$40.00/hr
Andrea Dixon - \$30.00/hr
- Pre-K Round-Up staff** 17. To approve the following staff members to work during Pre-K Round-Up registrations at the rate of \$31.15/hour not to exceed 5 hours/each:

Laurie Derringer
Ann Bucknam
Barbara Graf
Jane Barrett

This is being funded through the Pre-school grant funds.
- Joyce Grauman** 18. To approve Joyce Grauman as substitute secretary during Pre-K Round-Up registrations at the rate of \$67.50/day.
- Kindergarten Round-Up staff** 19. To approve the following staff members to work during Kindergarten Round-Up registrations at the rate of \$31.15/hour not to exceed 4 hours/each:

Dorothy Schoenstein
Barbara Graf
- Personnel/Technology Secretary** 20. To approve Kristen Shaughnessy as a full-time Personnel/Technology Secretary for the period April 18, 2016 through June 30, 2016, Secretary Guide, Step 2, with a total annual salary of \$28,341.00, pro-rated, as per attachment Personnel-20.
- Medical Leave of Absence for Alexandra Southrey** 21. To approve a medical leave of absence for Alexandra Southrey, Shaner School teacher. Mrs. Southrey is requesting to use seven (7) of her sick days from March 30, 2016 through April 7, 2016 and Federal Family Medical Leave from April 8, 2016 through the end of the school year with a return to work date of September 1, 2016, as per attachment

Personnel-21.

22. To approve an extension to an Employment Contract for Rebecca Rosen, Shaner School teacher from April 8, 2016 through the end of the school year, M.A., Step 1, with a total annual salary of \$53,328.00, pro-rated. **Employment Contract for Rebecca Rosen**

Mrs. Rosen a replacement for Alexandra Southrey who is on a maternity leave of absence.

Mrs. Rosen was previously approved for this placement through April 7th on January 11, 2016.

23. To approve an intermittent NJ Family Leave of Absence for Priscilla Gay Laubert, Davies School teacher for the 2015-2016 school year beginning April 6, 2016, as per attachment Personnel-23. **NJ Family Leave of Absence for Priscilla Laubert**

24. To approve an intermittent NJ Family Leave of Absence for James Stokes, Hess School teacher for the 2015-2016 school year beginning April 12, 2016, as per attachment Personnel-24. **NJ Family Leave of Absence for James Stokes**

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

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

25. To accept a retirement notice from Janet Yunghans, Hess School teacher effective June 30, 2016, as per attachment Personnel-25. **Retirement from Janet Yunghans**

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

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

- Maternity leave for Jessica Newkirk** 26. To approve a maternity leave of absence for Jessica Newkirk, Shaner School teacher. Mrs. Newkirk is requesting to use 56 of her accumulated sick time from September 1, 2016 through November 23, 2016, a New Jersey Family Leave of absence from November 28, 2016 through March 2, 2017, and a Child Rearing Leave of Absence from March 3, 2017 through the end of the school year with a return to work date of July 1, 2017, as per attachment Personnel-26.

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

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

- Retirement notice from Vicki Myers** 27. To accept a notice of retirement from Vicki Myers, Davies School teacher, effective June 30, 2016, as per attachment Personnel-27.

Roll Call Vote: All in favor: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (9-0-0)

POLICY COMMITTEE – Mrs. Buchanan

None

TRANSPORTATION COMMITTEE – Mr. Higbee

Motion by Mr. Higbee, seconded by Mrs. Melton, 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: Mrs. Buchanan, Mr. Ciambrone, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs.

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Melton, and Mr. Aiken. (9-0-0)

RESOLUTIONS

None

SOLICITOR'S REPORT

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Mr. Aiken wanted it noted that the Transportation/Discipline Committee will be looking into Discipline Reports and how the discipline is handled for the students.

Mrs. Melton noted that the Township Committee stated at one of their recent meetings that the school district owns the Mizpah Head Start Building. She wanted to know if anyone knew the answer to this. Mr. Ritter will look into it.

PUBLIC COMMENTS

None

ADJOURNMENT

Motion by Ms. Erickson , seconded by Mrs. Buchanan to adjourn the meeting.

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

The Hamilton Township Board of Education meeting adjourned at 8:10 p.m.

Mark A. Ritter,
Interim Business Administrator