

Mays Landing, NJ
May 9, 2016

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
HELD ON MAY 9, 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, Ms. Margaret Erickson, Mrs. Amy Hassa, Mr. Derek Haye, Mr. James Higbee, Mrs. Barbara Kupp, Mr. Kim Melton, and Mr. Eric Aiken. **Roll Call**

Absent: Mr. Greg Ciabrone

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. Melton, 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:

- 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 50 minutes.

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

The Board entered into Executive session at 6:07 p.m.

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

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Pledge of Allegiance Students of the Hess School 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.

Motion by Mr. Aiken, seconded by Mrs. Melton, to deny the grievance filed by Carmen Choseed.

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

At this time, Mr. Jeff Gildiner, HTEA President spoke regarding the Donaldson hearing for Carmen Choseed.

Mrs. Choseed then spoke to the Board asking them to please reconsider the non-renewal of her contract.

Dr. Banks requested to read a timeline of events that have occurred in recent months regarding Mrs. Choseed and her employment.

Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve the non-renewal of the contract for Carmen Choseed.

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

APPOINTMENTS

Motion by Mr. Aiken, seconded by Mrs. Melton to approve the following appointments for the period July 1, 2016 through June 30, 2017:

1. Solicitor Law Firm of Nehmad, Perillo & Davis, P.C.
2. Bond Counsel McManimon & Scotland, L.L.C.
3. Affirmative Russell Clark
 Action Officer
4. Emergency Davies School Principal
 Management Shaner School Principal
 Team Hess School Principal
5. Section 504 Marylynn Stecher
 Compliance Officers
6. ADA Dana Kozak
 Compliance Officer
7. Public Agency School Business Administrator
 Compliance Officer
8. Qualified School Business Administrator
 Purchasing Agent
9. Auditor Ford, Scott & Associates, LLC
10. Financial and Acacia Financial Group
 Investment Advisors
11. Labor Relations Swartz Simon Edelstein &
 Consultant Celso, LLC

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12. Safety Coordinator Supervisor of Facilities
13. Executive Safety Committee Supervisor of Facilities, Custodial Supervisor, Business Administrator
14. Integrated Pest Management Coordinator Custodial Supervisor
15. Broker of Record Health Insurances Hudson Shore
16. AHERA Compliance Supervisor of Facilities
17. Title IX Coordinator Superintendent
18. Anti-Bullying Coordinator Russell Clark
19. Homeless Liaison/Stability Liaison and Children in Court Advisory Contact (CICAC) Gail Siegelman
20. Student Assistance Coordinator (SAC) Barbara Graf
21. Indoor Air Quality Coordinator Ian Nelson
22. Right To Know Coordinator Ian Nelson

Roll Call Vote: Six in favor #1: Mrs. Buchanan, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. Nay: Mrs. Hassa. Abstained: Ms. Erickson (6-1-1)

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Seven in favor #2 through #22: Mrs. Buchanan, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken.
Abstained: Ms. Erickson (7-0-1)

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

B. Official Publication

To approve the following official newspapers for the insertion of legal advertisements and notices of the Hamilton Township Board of Education: the Press of Atlantic City, the Current and the Atlantic County Record and its affiliates.

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

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

C. Official Depositories

To designate the following banks as legal depositories for the Hamilton Township School District: Ocean City Home Bank, Sun Bank, Wells Fargo, Hudson United Bank, TD Bank, Bank of New York, Bank of America, PNC Bank, Beneficial Bank, New Jersey Cash Management Fund, MBIA, and NJARM.

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

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

D. Tax Shelter Annuities

To designate the following companies as legal Tax Shelter Annuity Companies serving the Hamilton Township School District: AXA Equitable, Lincoln Investment Planning, Siracusa Benefits Program, and ING.

Roll Call Vote: All in favor: Mrs. Buchanan, Ms.

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Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs.
Kupp, Mrs. Melton, and Mr. Aiken. (8-0-0)

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

E. Signatories

To approve the following signatories for the
following accounts in Ocean City Home Bank for
Hamilton Township School District.

<u>Account</u>	<u>Signatories</u>
General Account	President, Superintendent, Board Secretary, (3 of 3 signatures)
Payroll Account	Superintendent and Board Secretary (2 of 2 signatures)
Agency Account	Board Secretary and Superintendent (2 of 2 signatures)
Shaner Activity Account	Principal, Superintendent, Board Secretary and Supervisor of Instruction (2 of 3 signatures)
Davies Activity Account	Principal, 3 Vice Principals, Board Secretary (2 of 5 signatures)
Hess Activity Account	Principal, 2 Vice Principals, Board Secretary (2 of 4 signatures)
Lunch Program Account	Food Service Supervisor, Board Secretary, Superintendent (2 of 3 signatures)
Unemployment Account	Board Secretary, Superintendent and Board Designee (2 of 3 signatures)
Kids Corner Account	Superintendent, Board Secretary, Community Education Director (2 of 3 signatures)
Community Education Account	Superintendent, Board Secretary, Community Education Director (2 of 3 signatures)
Camp Blue Star Account	Superintendent, Board Secretary, Community Education Director (2 of 3 signatures)

Capital Reserve Account Superintendent, Board Secretary
(2 signatures)

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

Motion by Mr. Aiken, seconded by Mrs. Kupp, to approve the following motion, as presented;

F. Wire Transfers

That the Business Administrator have approval to wire transfer between official depositories for investment purposes.

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

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

G. Petty Cash Funds

To establish Petty Cash Funds for the 2016-2017 school year as follows:

a. Hess School	\$100.00
b. Shaner School	\$100.00
c. Davies School	\$100.00
d. Central Administration Office	\$150.00
e. Child Study Team	\$ 50.00
f. Food Services	\$250.00

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

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

H. Budgetary Accounting, Payroll, and Personal Recordkeeping

To approve Computer Solutions, Inc. CSI SMARTS educational software for the 2016-2017 school year for the following applications:

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budgetary accounting, payroll, and personnel recordkeeping.

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

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

I. Pupil Records

To approve as authorized by Board of Education Policy 8330, Pupil Records, to certify school personnel to collect and maintain the following pupil records: personal descriptive data, daily attendance records, progress reports, and physical health records; records required for disabled pupils; and all other records required by the State Board of Education.

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

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

J. Adoption of Curriculum

To adopt the attached curriculum for all three schools, as per attachment VII-J.

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

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

K. Official Bargaining Units

To approve the following bargaining units:

- a. Hamilton Township Education Association
- b. Hamilton township Administrator's Association
- c. Hamilton Township Supervisor's, Coordinators' and Director's Association

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

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

L. District Policies

To approve all district Policies and Regulations in accordance with New Jersey Administrative Code (N.J.A.C.) and New Jersey Statutes Annotated (N.J.A.C.)

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

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

M. District Procedures

To approve all district Standard Operating Procedures.

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

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

N. Use of Facilities

To approve the Fee Schedule for Use of Facilities, as per attachment VII-N.

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

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

O. Special Education Programs

To approve application to the County Superintendent for the establishment of the following Special Education program for the 2016-

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2017 school year:

Autism Class at Hess School

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

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

- P. To approve the District Organizational Chart, as per attachment VII-P.

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

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

- Q. To approve the District Job Descriptions.

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

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

- R. Contracts for 2015-2016

Pursuant to PL 2015, Chapter 47, the Hamilton Township Board of Education intends to renew, award or permit to expire all contracts previously awarded by the Board of Education in the 2015-2016 fiscal year ending June 30, 2016. Each of the contracts awarded are, have been and will continue to be in full compliance with all state and federal statutes and regulations, in particular, New Jersey Title 18A:18, et seq, NJAC Chapter 23 and Federal Uniform Administrative Requirements 2VFR, Part 200. A listing of all contracts is not attached as all Purchase Orders issued by the district are considered contracts thus all purchase orders issued during 2015-2016 fall under this certification.

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

APPROVAL OF MINUTES

Motion by Mrs. Melton, seconded by Mrs. Kupp, to approve the minutes of the regular and executive session meeting of April 25, 2016.

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

CORRESPONDENCE

None

PUBLIC COMMENTS

None

BOARD MEMBER COMMENTS

Mrs. Hassa attended the PTA Bingo Event which was a lot of fun. She also attended the Davies School event regarding Suicide Prevention which was well attended. Mrs. Hassa also attended the Program at Stockton College and stated the information provided on heroin abuse and bullying was very informative.

Ms. Erickson noted that this is Teacher Appreciation Week and recognized all of the hard work and dedication our teachers put into the District every day.

Mrs. Kupp noted the phenomenal year Colleen Bretones and Lori Derringer have had during the first year of the Preschool Grant Program

Mrs. Kupp and Mr. Aiken attended the Strategic Planning Meeting recently held at GEHRHSD. Mrs. Kupp felt this was a very productive evening.

Mrs. Kupp noted the loss of Marge Melone who was a former Curriculum Coordinator and Assistant Superintendent in the District many years ago.

Mrs. Buchanan also wanted to note the PTA Bingo event as well as the Spread the Love event recently held.

Mr. Aiken thanked all fo the Board members who attended the recent Atlantic County SBA meeting.

SUPERINTENDENT/STAFF REPORTS

- (A) Information Items
1. Dates to Remember

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- a. May 11, 2016 – Facilities Committee Meeting – Board Office – 4:30 p.m.
- b. May 23, 2016 – Board of Education Meeting – Davies School – 6:00 p.m. (Executive Session) – 7:00 p.m. (Public Session)
- c. May 26, 2016 – Academic Excellence Luncheon – Carriage House
- d. May 30, 2016 – Memorial Day – Schools Closed
- e. June 2, 2016 – Davies 8th Grade Awards Night – Davies Cafeteria – 7:00 p.m.
- f. June 10, 2016 – Davies 8th Grade Dinner Dance – Davies Cafeteria – 5:45 – 9:00 p.m.
- g. June 13, 2016 – Davies Grade Eight Celebration Ceremony – 4:00 p.m.
- h. June 14, 2016 – Last Day of School
- i. June 27, 2016 – Board of Education Meeting – Davies School – 6:00 p.m. (Executive Session) – 7:00 p.m. (Public Session)

(B) Enrollment for the month of April, 2016, as per attachment XII-B.

(C) Registration/Transfer Statistics for the month of April, 2016 and Pre-K Round Up Totals for the month of April, 2016, as per attachment XII-C.

(D) School Spring Concerts:

Hess School:

- May 12, 2016 at 7:00 p.m. Hess Spring Concert at Hess School Auditorium

Davies School:

- May 19, 2016 at 7:00 p.m. – Davies Spring Concert at Hess School Auditorium

(E) Kindergarten Round-Up Registration:

- Day One: William Davies Middle School Auditorium
May 11, 2016 – 3:00 p.m. to 7:00 p.m.
- Days Two and Three: Joseph C. Shaner School Registration Office
May 12, 2016 – 9:30 a.m. to 12:00 and 1:00 p.m. to 3:00 p.m.
May 13, 2016 – 9:30 a.m. to 12:00 and 1:00 p.m. to 3:00 p.m.

(F) Springboard Presentation

Given by: Kathryn Clark
Springboard Representative

(G) Pennies for Pasta Presentation:

Given by: Dan Cartwright, Principal
Joseph C. Shaner Elementary School

XII. Committees and Recommendations

FACILITIES COMMITTEE - Mr. Ciambrone

None

CURRICULUM COMMITTEE – Mrs. Melton

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

1. To approve the designation of the Superintendent as Chief School Administrator for District for the FY 2016- the Title I program in the Hamilton Township School 2017. **Chief School Administrator**
2. 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 2016-2017. **Project Director**

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

FINANCE COMMITTEE – Mr. Haye

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

1. To approve budget transfers in the amount of \$276,423.00, as per attachment Finance-1. **Budget transfers**
2. 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, Ms. 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:

- Purchase orders** 3. Purchase orders issued for services, supplies and equipment in the amount of \$766,843.34, as per attachment Finance-3.

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

- Bills and payroll** 4. To approve the following bills and payroll in the total amount of \$4,156,092.05, as per attachment Finance-4.

<u>Fund</u>	<u>Title</u>	<u>Amount</u>
10	General Fund	\$2,949.00
10	General Fund/Payroll	316,181.06
11	Current Expense	399,229.49
11	Current Expense/Payroll	3,248,037.03
20	Special Revenue	69,671.88
20	Special Revenue/Payroll	120,023.59

- Staff attendance** 5. To approve staff attendance at seminars, workshops and conferences, including costs related to applicable reimbursable expenses, during the 2015-2016 school year, as per attachment Finance-5.

- Dental Coverage** 6. To approve a contract with Horizon BlueCross BlueShield of New Jersey for dental coverage for the 2016-2017 school year with no increase from the previous year, as per attachment Finance-6.

- Solicitor's Agreement** 7. To approve the Solicitor's Agreement with Nehmad Perillo & Davis, P.C. for the 2016-2017 school year at the rate of \$130.00/hour, as per attachment Finance-7.

- Labor Relations Agreement** 8. To approve a Retainer Agreement between the Hamilton School District and Schwartz Simon Edelstein & Celso, Attorneys at Law, for the 2016-2017 school year for labor and personnel matters at the rate of \$160.00/hour for attorneys and \$100.00/hour for law clerks and paralegals, as per attachment Finance-8.

- School Physician** 9. To approve a contract with Dr. Stuart Goldman, School Physician for the 2016-2017 school year in the total annual amount of \$16,800.00, as per

attachment Finance-9.

- | | | |
|-----|--|---|
| 10. | To approve Resolution #103 Approving Free Meals to Students at YALE School East for the 2016-2017 school year, as per attachment Finance-10. | Free Meals to Students at YALE |
| 11. | To approve Resolution #104 Approving Free Meals to Students at Pineland Learning Center, Inc. for the 2016-2017 school year, as per attachment Finance-11. | Free Meals to Students at Pineland Learning Center, Inc. |

Roll Call Vote: All in favor #4, #5, #6, #8, #9, #10 and #11: Mrs. Buchanan, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (8-0-0)

Six in favor #7: Mrs. Buchanan, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. Nay: Mrs. Hassa. Abstained: Ms. Erickson (6-1-1)

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

- | | | |
|-----|---|---|
| 12. | To approve an unspecifiable contract for the 2016-2017 school year with CM3 – for environmental controls at the Hess, Davies and Shaner schools for a total amount of \$57,984.00, as per attachment Finance-12. | CM3 Contract |
| | There is no increase in the cost from the 2015-2016 Contract. | |
| 13. | To approve an Agreement between AtlantiCare Physician Group, P.A. and its Occupational Medicine Division and Hamilton Township School District for the period July 1, 2016 through June 30, 2017, as per attachment Finance-13. | Agreement with AtlantiCare Physician Group, P.A. |
| 14. | To approve a contract with Bimbo Bakeries for bread and rolls for the 2016-2017 school year, with no increase from the previous year, as per attachment Finance-14. | Bimbo Bakeries |

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**Contract with
Cream-O-Land**

15. To approve a contract with Cream-O-Land for milk for the 2016-2017 school year, as per attachment Finance-15.

Reduction from 2015-2016 prices. The reduction in price is due to a change in delivery next year from three days a week to two days a week.

**Contract with
Lucca's Bakery**

16. To approve a contract with Lucca's Bakery for bread and rolls for the 2016-2017 school year with no increase in cost from the previous year, with no increase from the previous year, as per attachment Finance-16.

**2016-2017
Lunch Prices**

17. To approve the proposed 2016-2017 lunch prices:

Shaner	Full Paid	\$2.75 (.15¢ increase)
	Reduced	.40¢
Hess	Full Paid	\$2.75 (.15¢ increase)
	Reduced	.40¢
Davies	Full Paid	\$3.00 (.15¢ increase)
	Reduced	.40¢

**2016-2017
Breakfast
prices**

18. Breakfast at all schools will be \$1.70 full paid and .30 reduced. This is a .25¢ increase from the 2015-2016 school year.

**Ford, Scott and
Associates,
L.L.C.**

19. To approve Ford, Scott and Associates, L.L.C., to conduct the District's audit for the 2015-2016 school year at a cost not to exceed \$24,000.00, as per attachment Finance-19.

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

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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:

1. To approve the following transfer for **Vice Principal Transfer**
Stephanie Wroniuk for the 2016-2017 school year:

From Vice Principal, Davies School 1.0 to:

- Vice Principal, Davies School – 3/5
- Vice Principal, Shaner School – 2/5

2. To approve the return of the reduction in force staff for the 2016-2017 school year for certificated and non-certificated staff, as per attachment Personnel-2. **Return of Reduction in Force**

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

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

3. To approve the non-renewal of the following employees: **Non-renewal**

- Roseann Mendoza - Hess - PT Paraprofessional
- Alexandra Southrey - Shaner - SPED Teacher
- Caroline Muller - Shaner - Pre-K Teacher

Roll Call Vote: Seven in favor: Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. Nay: Mrs. Buchanan. (7-1-0)

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

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**Reduction in
force staff**

4. To approve the follow reduction in force staff for the 2016-2017 school year:
 - Sarah Irwin
 - Gina Pernice
 - Jean Tunney

**NJFLA for
Dorothy
Armitage**

5. To approve an intermittent unpaid New Jersey Family Leave of Absence for Dorothy Armitage, Davies School Custodian for the 2015-2016 school year beginning May 11, 2016, as per attachment Personnel-5.

**Homebound
instruction**

6. To approve homebound instruction for the 2015-2016 school year, as per attachment Personnel-6.

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

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

**Retirement of
Linda Zarych**

7. To accept a retirement notice from Linda Zarych, Shaner School teacher effective June 30, 2016, as per attachment Personnel-7.

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

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

**Resignation of
George Hess**

8. To accept a resignation from George Hess, Hess School Maintenance employee effective April 27, 2016 with his last day of employment to be May 13, 2016, as per attachment Personnel-8.
9. To approve a Stockton fieldwork placement for the 2016-2017 school year, as per

attachment Personnel-9.

10. To accept a resignation from Jessica Pikolycky, Davies School teacher effective June 30, 2016, as per attachment Personnel-10. **Resignation of Jessica Pikolycky**
11. To accept a resignation from Jennifer Paulino, Hess School teacher effective June 30, 2016, as per attachment Personnel-11. **Resignation from Jennifer Paulino**
12. To approve the School Resource Attendance Officer (SRAO) Evaluation form, as per attachment Personnel-12. **SRAO Evaluation**
13. To approve the 2016 Extended School Year staff at the following rates for the period July 5, 2016 through August 15, 2016 (attachment Personnel-13): **2016 Extended School Year Staff**
 - Special Education Teachers – 150/hours/each - \$49.60/hour
 - Substitute Teachers – as needed - \$49.60/hour
 - Nurse – maximum 120/hours - \$49.60/hour
 - Substitute Nurse – as needed - \$100/day
 - Other Certificated Staff – not to exceed 100/hours/each - \$49.60/hour
 - Paraprofessionals – maximum 135/hours/each - \$14.00/hour
 - Paraprofessional Substitutes - \$14.00/hour
14. To revise a maternity leave of absence for Ericka Pitman, Davies School teacher. Mrs. Pitman will be using 38 paid sick days from March 30 - May 20, 2016 and unpaid NJ Family Leave from May 23, 2016 to the end of the school year. Return to work on September 1, 2016, as per attachment Personnel-14. **Maternity Leave of Absence for Ericka Pitman**

Mrs. Pitman's leave of absence was previously approved at the December 14, 2015 Board meeting.

**FFMLA for
Beverly Levari**

15. To approve the unpaid intermittent Federal Family Medical Leave of Absence for Beverly Levari, full-time Shaner School Paraprofessional starting May 3, 2016, as per attachment Personnel-15.

Roll Call Vote: All in favor #8, #9, ##11, #12, #13, #14 and #15: Mrs. Buchanan, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken.

Seven in favor #10: Ms. Erickson, Mrs. Hassa, Mr. Haye, Mr. Higbee, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. Nay: Mrs. Buchanan (7-1-0)

POLICY COMMITTEE – Mrs. Buchanan

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

- | | | |
|---------------------|----|---|
| Policy #0155 | 1. | To approve Policy #0155 – Board Committees on first reading, as per attachment Policy-1. |
| Policy #0167 | 2. | To approve Policy #0167 – Participation in Board Meetings on first reading, as per attachment Policy-2. |
| Policy #0168 | 3. | To approve Policy #0168 – Recording Board Meetings on first reading, as per attachment Policy-3. |
| Policy #2422 | 4. | To approve Policy #2422 – Health and Physical Education on first reading, as per attachment Policy-4. |
| Policy #2425 | 5. | To abolish Policy #2425 – Physical Education on first reading, as per attachment Policy-5. |

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| 6. | To approve Policy #2431 Athletic competition on first reading, as per attachment Policy-6. | Policy #2431 |
| 7. | To approve Regulation #2431.2 – Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad on first reading, as per attachment Policy-7. | Regulation #2431.2 |
| 8. | To approve Policy and Regulation #5111 – Eligibility of Resident/Nonresident Students on first reading, as per attachment Policy-8. | Policy and Regulation #5111 |
| 9. | To approve Policy #5112 – Entrance Age on first reading, as per attachment Policy-9. | Policy #5112 |
| 10. | To approve Policy and Regulation #5310 – Health Services on first reading, as per attachment Policy-10. | Policy and Regulation #5310 |
| 11. | To approve Policy and Regulation #5330.01 – Administration of Medical Marijuana on first reading, as per attachment Policy-11. | Policy and Regulation #5330.01 |
| 12. | To approve Policy and Regulation #5350 – Pupil Suicide on first reading, as per Attachment Policy-12. | Policy and Regulation #5350 |

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

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

- | | | |
|-----|---|------------------------------------|
| 13. | To approve Regulation #7510 – Use of School Facilities on first reading, as per attachment Policy-13. | Regulation #7510 |
| 14. | To approve Policy and Regulation #8462 – Reporting Potentially Missing or Abused | Policy and Regulation #8462 |

Mays Landing, NJ
May 9, 2016

Children on first reading, as per attachment Policy-14.

- Policy #8550** 15. To approve Policy #8550 – Outstanding Food Service Charges on first reading, as per attachment Policy-15.

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

TRANSPORTATION COMMITTEE – Mr. Higbee

None

RESOLUTIONS

None

SOLICITOR'S REPORT

None

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENTS

None

ADJOURNMENT

Motion by Mr. Aiken , seconded by Ms. Erickson to adjourn the meeting.

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

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

Mark A. Ritter,
Interim Business Administrator