

Mays Landing, NJ
August 7, 2017

**MINUTES OF THE
BOARD RETREAT AND REGULAR MEETING
OF THE BOARD OF EDUCATION
HELD ON AUGUST 7, 2017**

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

The Meeting of the Hamilton Township Board of Education was called to order at 4:13 p.m. in the Board Office Conference Room by Mr. Eric Aiken, Board President for the purpose of a Board Retreat. **Call To Order**

ROLL CALL

The following members answered roll call: Mrs. Barr, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mrs. Kupp, and Mr. Aiken. **Roll Call**

Mrs. Melton arrived at 4:26 p.m.

Absent: Mr. Ciambrone and Mr. Higbee

Also present were: Mr. Frank Vogel, Superintendent
Mrs. Anne-Marie Fala, School Business Administrator/Board Secretary
Mr. Eric Goldstein, Esquire (arrived 6:50 p.m.)

BOARD RETREAT

Mr. Vogel conducted the Board Retreat.

Discussion was held by Board members.

RESILIENCE

Marylynn Stecher introduced Resilience. Discussion was held.

At 6:00 p.m., the meeting continued in the Davies School Library where Mr. Vogel gave a presentation on "FISH."

The Regular Session of the meeting was called to order at 7:20 p.m.

Flag Salute

Eric Aiken led the Pledge of Allegiance.

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 a notice posted with the

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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.

VII. **APPROVAL OF MINUTES**
None

VIII. **CORRESPONDENCE**
None

XI. **PUBLIC COMMENTS**
None

X. **BOARD MEMBER COMMENTS**
Mr. Aiken reminded everyone of the Summer Band Concert on August 10, 2017 @7:00 p.m at the Hess School.

Mrs. Kupp asked if the STEM/STEAM Camp has been advertised. She has not seen anything regarding it. Mr. Vogel has spoken to Mr. Melder who indicated he is handling this. It will be held within the next few weeks.

Mrs. Hassa noted that she attended training at NJSBA and will update the Board on the information she received.

XI. **SUPERINTENDENT/STAFF REPORTS**

A. **Information Items**

1. Dates to Remember

- Board Retreat – August 7, 2017 – 4:00 p.m.
- Board of Education Meeting – August 7, 2017 – Regular

- Session – 7:00 p.m.
- Board Goals Meeting – August 24, 2017 – 5:00 p.m.
 - Board of Education Meeting – August 28, 2-17 – 6:00 p.m.
(Executive Session) – 7:00 p.m. (Regular Session)

Mr. Vogel noted there was a walk-through with Coastal Environmental recently. There were no major issues found. A second walk-through will be held at a later time to be sure no problems exist and to keep on top of any issues that may occur.

The Board will be receiving a draft of the Strategic Planning findings early next week.

Mr. Vogel would like the Board to respond to the list of findings given by Mr. Veisz regarding the upcoming referendum.

Mrs. Hassa and Ms. Erickson thanked Mr. Nelson for the tour he gave to them of the Davies School to help with the decision of what should be included in the referendum. They will take a tour of both the Hess and Shaner Schools in the near future.

Mr. Vogel would like the Board to consider adding an aide to the Pool and/or Library at the Hess School. This will be discussed in the future.

B. Student Orientation/Open House

Pre-K

- Pre-K Full Day – September 5, 2017 – 10:00 a.m. – 11:00 a.m.
- Hess AM Pre-K – September 7, 2017 – 10:00 a.m. – 11:00 a.m.
- Hess PM Pre-K – September 7, 2017 – 11:30 a.m. – 12:30 p.m.

Kindergarten:

- September 6, 2017 – 9:30 a.m. – 11:00 a.m.

Hess School Grade 2 and New Students:

- August 17, 2017 – 5:30 – 6:30 p.m.

Davies 6th Grade:

- August 16, 2017 – 5:30 - 8:00 p.m.

C. Climate and Culture Presentation

Given by: Frank Vogel, Superintendent

COMMITTEES AND RECOMMENDATIONS

A. Instruction Committee (Curriculum and Policy):
Chairperson: Mrs. Melton

None

B. Finance Committee – Chairperson – Mr. Haye

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

1. To approve 2016-2017 budget transfers in the amount of \$18,138.00, as per attachment Finance-1.
2. To approve the final grant salaries for the 2016-2017 school year, as per attachment Finance-2.

Roll Call Vote: All in favor: Mrs. Barr, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (7-0-0)

C. Administration Committee (Personnel and Discipline):
Chairperson: Mrs. Hassa
All personnel actions are being taken by the recommendation of the Superintendent.

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

1. To approve district substitutes for the 2017 - 2018 school year, as per attachment Administration -1.
2. To approve Megan Ferguson as a Mentor for Achau Nguyan, Shaner ESL teacher for the 2017-2018 school year.
3. To approve a change in hours for the following Custodial positions effective September 1, 2017:
 - Part-time, 10 month Custodian – increase hours from 15 hours/week to

25 hours/week (Position Control
#11.04.15 BMH)

- Part-time, 10 month Custodian – decrease hours from 29.5 hours/week to 25 hours/week (Position Control #11.01.15 AQM)

4. To change the start date for Eva Christenson, Hess School part-time Paraprofessional to September 11, 2017.

Ms. Christenson was previously approved on July 24, 2017.

5. To accept a resignation notice from Nissi Peram, Hess School part-time Paraprofessional effective July 31, 2017, as per attachment Administration-5..
6. To approve to carry over 10.5 vacation days for the 2017-2018 school year for Theresa Vogt, Administrative Secretary.
7. To approve hourly rates for the Kid's Corner 2017-2018 staff, as per attachment Administration-7.

Roll Call Vote: Five in favor #1: Mrs. Barr, Ms. Erickson, Mrs. Hassa, Mrs. Kupp, and Mrs. Melton. Abstain: Mr. Aiken and Mr. Haye (5-0-2)

All in favor: #2, #3, #4, #5, #6 and #7: Mrs. Barr, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (7-0-0)

Motion by Mrs. Hassa, seconded by Ms. Erickson, to table the following motion, as presented:

8. To approve Melanie Sanders as a part-time, 10 months, 29.5/hours a week Davies School math teacher for the 2017-2018 school year, B.A., Step 1 with a total annual salary of \$41,463.00 (attachment Administration-8).

Ms. Sanders is a replacement for Bianca

Hermann.

Roll Call Vote: All in favor: Mrs. Barr, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (7-0-0)

This motion was tabled.

Motion by Mrs. Hassa, seconded by Ms. Erickson, to approve the following motions, as presented:

9. To approve Tracey Mangold as a part-time, 10 months plus 10 days, 29/hours/week Hess School secretary for the period August 24, 2017 through June 30, 2018, Secretary Guide, Step 1, with a total annual salary of \$20,428.00 (attachment Administration-9)

Ms. Mangold is a replacement for Laurie Duffy.

10. To approve Rebecca McCourt as a part-time, 10 month, 25/hours/week, Shaner School paraprofessional for the 2017-2018 school year, Paraprofessional Guide, Step 1, with a total annual salary of \$14,603.00, as per attachment Administration-10.

Ms. McCourt is a replacement for Ashley Pfaff.

11. To approve Cinthya Castillo as a part-time, 10 month, 25/hours/week, Shaner School paraprofessional for the 2017-2018 school year, Paraprofessional Guide, Step 1, with a total annual salary of \$14,603.00, as per attachment Administration-11.

This is a new position.

Roll Call Vote: All in favor: Mrs. Barr, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (7-0-0)

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

12. To approve Lorean Malcun as a part-time, 10

month, 29/hours/week, Hess School paraprofessional for the 2017-2018 school year, Paraprofessional Guide, Step 1, with a total annual salary of \$16,940.00 (attachment Administration-12).

Ms. Malcun is a replacement for Lauren Carney.

13. To approve Janelle Nicoletti as a part-time, 10 month, 29/hours/week, Hess School paraprofessional for the 2017-2018 school year, Paraprofessional Guide, Step 1, with a total annual salary of \$16,940.00 (attachment Administration-13).

Ms. Nicoletti is a replacement for Heather Andros.

14. To approve Aseealah Davis as a part-time, 10 month, 29/hours/week, Hess School paraprofessional for the 2017-2018 school year, Paraprofessional Guide, Step 1, with a total annual salary of \$16,940.00 (attachment Administration-14).

Ms. Davies is a replacement for Lisa King.

15. To approve Gina Kucharski as a part-time, 10 month, 29/hours/week, Hess School paraprofessional for the 2017-2018 school year, Paraprofessional Guide, Step 1, with a total annual salary of \$16,940.00 (attachment Administration-15).

Ms. Kucharski is a replacement for Kristen Hockenberry.

16. To accept a resignation notice from Melissa Christensen, Davies School teacher effective August 3, 2017, as per attachment Administration-16.

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

17. To approve Denise Haithcock-Washington as a part-time, 10 month, 29/hours/week, Hess School paraprofessional for the 2017-2018 school year, Paraprofessional Guide, Step 1, with a total annual salary of \$16,940.00, as per attachment Administration-17.

Ms. Haithcock-Washington is a replacement for Nissi Peram.

Roll Call Vote: All in favor: Mrs. Barr, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (7-0-0)

Motion by Mrs. Hassa, seconded by Ms. Erickson, to approve the following motion, as presented:

18. To accept a resignation notice with regrets from Stephen Santilli, Davies School Principal effective July 26, 2017 with his last day of employment to be determined, as per attachment Administration-19.

Mr. Vogel announced to the public that the plan for the future is to replace the position with an interim Principal for a short time.

Members of the Board congratulated Mr. Santilli and wished him well in his new position.

Roll Call Vote: All in favor: Mrs. Barr, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (7-0-0)

OPERATIONS COMMITTEE (Facilities And Transportation):
Chairperson: Mr. Higbee

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

1. To approve club/activity trips for the 2017-2018 school year, as per attachment Operations-1.

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

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Mrs. Melton, and Mr. Aiken. (7-0-0)

RESOLUTIONS

None

SOLICITOR'S REPORT

None

NEW BUSINESS

None

UNFINISHED BUSINESS

None

PUBLIC COMMENTS

None

EXECUTIVE SESSION

Motion by Mr. Aiken, seconded by Mrs. Melton, to enter into Executive Session.

Roll Call Vote: All in favor: Mrs. Barr, Ms. Erickson, Mrs. Hassa, Mr. Haye, Mrs. Kupp, Mrs. Melton, and Mr. Aiken. (7-0-0)

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:

- Legal/Personnel issues

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 15 minutes.

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The Board entered into Executive Session at 7:45 p.m.

The Board resumed the Regular meeting at 8:00 p.m.

ADJOURNMENT

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

Voice Vote: All in favor: (7-0-0)

The Hamilton Township Board of Education meeting adjourned at 8:01 p.m.

Anne-Marie Fala
School Business Administrator/Board Secretary