

**Minutes of the Regular Meeting
Hamilton Township Board of Education
December 14, 2022**

1. OPENING OF MEETING

The Regular meeting of the Hamilton Township Board of Education was called to order at 6:05 p.m. in the William Davies Middle School Cafetorium by Nanci Barr, Board President.

This meeting is being held in compliance with the Sunshine Law, having been advertised in the Press of Atlantic City and notices posted at the Township Clerk's Office, Mays Landing Post Office, Mizpah Post Office, Atlantic County Library, as well as all the schools of the district. This meeting is being recorded.

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.

Roll Call

The following members answered Roll Call: Mrs. Ankrah, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, and Mrs. Barr.

Absent: Mrs. Hassa and Mr. Rogers

Also present: Dr. Jeffery Zito, Superintendent; Mrs. Anne-Marie Fala, School Business Administrator/Board Secretary, and Ms. Amy Houch-Elco, Solicitor

2. RESOLUTION - EXECUTIVE SESSION -12-14-22

Motion by Mrs. Barr, seconded by Mrs. Newman, to enter into Executive session.

ROLL CALL VOTE: Mrs. Ankrah, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, and Mrs. Barr. (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:

- Attorney Client Privilege
- Personnel
- HIB

Be it 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.

Be it further resolved the Board may take action on items discussed in executive session.

Now therefore, be it resolved that the Board will be in executive session for approximately 60 minutes.

The Board entered into Executive session at 6:06 p.m.

2.4 Reconvene Open Public Meeting

Motion by Mrs. Barr, seconded by Dr. Nelson, to convene to the public session of the meeting.

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, and Mrs. Barr. (7-0-0)

3. PUBLIC MEETING OPENING

3.1: This meeting is being held in compliance with the Sunshine Law, having been advertised in the Press of Atlantic City and notices posted at the Township Clerk's Office, Mays Landing Post Office, Mizpah Post Office, Atlantic County Library, as well as all the schools of the district. This meeting is being recorded.

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.

3.2: Mrs. Barr led the Pledge of Allegiance

3.3: Mrs. Barr asked for a moment of silence for private reflection.

4. MINUTES

Motion by Mrs. Barr, seconded by Dr. Nelson, to approve the Regular and Executive Session Minutes for the meeting of November 16, 2022.

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, and Mrs. Barr. (7-0-0)

5. SUPERINTENDENT'S REPORT

Dr. Zito introduced Student Council members who gave an update the Wm. Davies Middle School.

Presentations - Teachers of the Year, Educational Service Professionals of the Year and Paraprofessionals of the Year

The Board of Education and Hamilton Township Administrative staff would like to congratulate the following staff members who have been recognized as Teachers of the Year, Educational Service Professionals of the Year and Paraprofessionals of the Year at each School:

Shaner: Mr. Cartwright presented the recipients for the Shaner School.

- Kaitlin Bosch, Teacher of the Year
- Laurie Derringer, Educational Service Professional of the Year
- Sara Irwin, Paraprofessional of the Year

Hess: Mrs. Lamanteer presented the recipients for the Hess Complex.

- Heather Andros, Teacher of the Year
- Andrew Disque, Educational Service Professional of the Year
- Rica Bilko, Paraprofessional of the Year

Name	Location	Position	Dated
A	Rebecca Weldon	Shaner	Teacher 11/23/22; eff 1/12/23
B	Christen Vogel	Hess	Para 11/29/22; eff 12/23/22
C	Carol Wilson	Hess	Para 12/8/22; eff 1/7/23
D	Joan Clopp	Shaner	Para 11/15/22; eff 12/23/22
E	Christine McCabe	Hess	Teacher 12/13/22; eff 2/10/23

8.3: Motion to approve the following retirement(s) for the 2022-23 SY:

Name	Location	Position	Dated
Matthew Robinson	Davies	Teacher	11/28/22; eff 7/1/23
DonnaLee Stickle	Davies	Teacher	11/8/22; eff 7/1/23

8.4: To terminate Employee # 32409013 effective 11/23/2022.

8.5: To approve the following Leaves of Absences:

Name	Location	Leave	Position
A	Lisa Morris	Shaner	Unpaid days 11/28 and 12/12/22 Para
B.	Ava Holeschak-Scholler	Hess	Intermittent NJ FMLA 12/21/22 - 3/21/23 Teacher
C.	Jennifer Deleon	Hess	Unpaid .5 day on 11/21/22 Para
D	Denisha Passley	Shaner	Unpaid day 12/13/22 and unpaid half day 12/19/22 Para
E	Maria Santilli	Davies	Intermittent NJ FMLA 12/15/22 - 6/2/23 Admin Secretary
F	Michaela Smith	Hess	NJ FMLA 1/10 - 3/31/23 Teacher
G	Stephanie Weisel	Hess	Amend a maternity leave for the 22/23 SY 9/1/22 - 3/29/23, utilizing 75 sick days, followed by NJ FMLA. RTW date is 3/30/23 Teacher

8.6: To approve the following building/internal transfers:

Name	Current Location/Position	New Location/Position	Effective Date
Maria Cowley	Hess FT Custodian	Davies FT Custodian	1/3/23
Robert Imlay	BOE FT Courier/Custodian	Hess FT Custodian	1/3/23
Keith Russell	Davies FT Custodian	BOE FT Courier/Custodian	1/3/23
Rafael Peynado	Davies PT Custodian	Hess PT Custodian	1/3/23
Raquel Wilson	Hess PT Custodian	Davies PT Custodian	1/3/23
POC# 10-01-15 ARF	Shaner PT Custodian	Davies PT Custodian	1/3/23
Erik Glazner	Shaner ICS Kinder Teacher	Shaner SC Autism Teacher	1/23/23

8.7: To approve new hires:

	Name	Position	Location	Effective	Degree/Step	Salary	Replacement For/Reason
A	Harry Maxwell	FT Custodian	Hess	1/3/23	Cust A/Step 10	\$49072 prorated	K. Puff/Retirement
B	Tayrece Nellom	PT Para	Hess	TBD	Para/Step 1	\$19872 prorated	T. Falcone-Heitz
C	Patricia Hickson	PT Custodian	Hess	TBD	Cust B/Step 1	\$27189 prorated	H. Maxwell/Internal Move
D	Antoinette Heenan	PT Para	Hess	TBD	Para/Step 1	\$19872 prorated	N. Morris/resignation
E	Mark Kowalski	Teacher - Spec Ed	Shaner	1/17/23	BA/Step 8	\$59058 prorated	R. Weldon/resignation
F	Nadiya Lagrioui	PT Custodian	Davies	TBD	Cust B/Step 1	\$27189 prorated	A. Busby

8.8: To approve the following start dates.

Name	Position	Start Date	Previously Approved
Jayla Carl	Secretary	12/8/22	11/16/22
Melissa Viens	Para	11/23/22	11/16/22
Jakeline Galarza	Para	12/05/22	11/16/22

8.9: To increase work hours for Jameerah Cooper, Shaner part-time Paraprofessional, from 15 to 25 hours per week effective 12/15/2022. New prorated salary is \$17,131.

8.10: Motion to approve the following lead custodian changes effective 1/3/2023:

- Maria Medina - New Lead Custodian, Hess School (Replacing Keith Russell at the annual stipend of \$2080 prorated from 1/3 - 6/30/23)
- Sinisia Jakovovic - Transferring from Hess School to Davies School as Lead Custodian.

8.11: To approve substitutes for the 2022-23 SY.

2022-2023 School Year					
Board Approved Substitutes					
12-14-22					
Last Name	First name	Position	Rate	Certificate	Interview
Champion	Dana	sub nurse	\$200/day	sub cert	renewal
Kearns	Morgan	sub teacher	\$115/day	Health/PE	w/ J. Holmstrom
Geller	Karen	sub teacher	\$115/day	ESL/Principal Cert	w/ I. Levine & A. Husta
Martinez	Stefania	sub para/sub teacher	\$85/\$105/day	sub cert pending	w/ I. Levine & A. Husta

Kleinow	Kate	sub teacher	\$105/day	sub cert pending	w/ I. Levine & A. Hsuta
Kowalski	Mark	sub teacher	\$115/day	Elem/TOSD	w/ M. Stecher

8.12: To approve the following Long Term Certificated Substitute(s) for the 2022-23 SY:

Name	Replacing	Dates	Location	Certificate	Rate
Karen Risley	Courtney Stewart	1/27/23 - 6/30/23	Hess	TOH	\$150/day
Morgan Kearns	Tyler Pokrywka	1/9 - 4/4/23	Davies	Health/PE	\$115/day for days 1 - 20 and \$150/day starting on day 21

8.13: To increase Substitute Teacher pay rates effective 1/3/2023 to the following:

- NJ Substitute Teacher Cert - \$135/day
- NJ Teaching Cert - \$160/day
- Long Term Substitute Teacher - Days 1 - 20 at the daily sub rate. Day 21 through the end of assignment: Contract and Step 1 on the salary guide.

8.14: To approve the following student/teacher placements:

School	Student	Cooperating Teacher	Dates
Davies	Nermin Mansour	Administrative Internship with Michael Diorio	Jan-June, 2023

8.15: To approve the following homebound instruction for the 22-23 school year:

Student Homebound Number	Student Grade	Dates of Homebound Instruction	Teacher	Reason
2022-23-32	8	11-14-22-1-14-23	Rachel Robinson/ Nancy Arsenault/ Kathleen Curtis	Medical
2022-23-33	6	11-16-22-TBD	Michele Giardino/ Lea Pickering	Medical
2022-23-34	7	11-18-22-12-5-22	Larissa Lilley/ Kelly Wilfred	Discipline
2022-23-35	8	11-9-22-TBD	Michele Giardino	Discipline
2022-23-36	8	11-18-22-12-5-22	Deanna Allen/ Christina Gonzalez	Discipline
2022-23-37	5	11-23-22-TBD	Gail Elliott/	Discipline

			Shari Lemma	
2022-23-38	7	11-22-22-12-7-22	Amy Carter/ Jessica Tobin	Discipline
2022-23-39	8	11-23-22-12-23-22	Lea Pickering/ Jessica Tobin	Medical
2022-23-40	8	11-28-22-12-9-22	Stephanie Gibbons/TBD	Discipline
2022-23-41	7	12-1-22-12-15-22	Carla Yutzy/ Kelly Talerico	Discipline
2022-23-42	8	12-2-22-12-15-22	Kathleen Curtis	Discipline
2022-23-43	6	12-5-22-12-19-22	Christina Gonzalez/ Leah Pickering	Discipline
2022-23-44	8	12-8-22-1-20-23	Deanna Allen/ Rachel Robinson/ Kathleen Curtis	Medical
2022-23-45	6	12-12-22-12-23-22	Jessica Tobin	Discipline
2022-23-46	6	12-12-22-12-23-22	Sheldis Hewish/ Lea Pickering	Discipline

8.16: To approve the following staff to support students as needed in before/after school activities at the at the Classroom Assistant hourly rate as per the HTEA contract.

- Jessica Ward

8.17: To affirm the action taken as authorized by the Superintendent for all HIB investigations originally submitted to the Board at the November 16, 2022 meeting.

8.18: Motion by Mrs. Ankrah, seconded by Dr. Nelson, to approve Personnel Committee Items 8.2 through 8.17 as recommended by the Superintendent.

ROLL CALL VOTE: All in favor #8.2 to #8.4 and #8.6 to #8.17: Mrs. Ankrah, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, and Mrs. Barr. (7-0-0)

Six in favor #8.5: Mrs. Ankrah, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, and Mrs. Barr. Abstain: Dr. Lihach (6-0-1)

8.19: Welcome New Hires - Mrs. Stecher introduced new hires who were present at tonight's meeting.

9. FINANCE/OPERATIONS (Facilities, Transportation, Finance, Food Services and Technology). (Chairperson: Dr. Nelson)

9.1: Dr. Nelson reported on the Finance/Operations Committee meeting held on December 12.

9.2: Informational Items

- Interest for the Month of October.
- Capital Reserve for the Month of October.
- Rentals for the Month of October.
- Miscellaneous Revenue for the October.
- Receipts for the Month of October.
- Refunds for the Month of October.
- Budget Summary Report for the October.
- Purchase Orders for the Month of November.

9.3: To approve the Board Secretary's Report for the Month of October, 2022.

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of October 31, 2022, 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.

9.4: To approve the Report of Receipts and Expenditures for the month of October, 2022.

The Report of Receipts and Expenditures and the Secretary's Report are in agreement for the month of October, 2022.

9.5: To approve budget transfers in the amount of \$342,700.00 for November, 2022.

9.6: 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.

9.7: To approve bills and payroll in the amount of \$4,932,088.30 for the month of December, 2022.

9.8: To approve payments between meetings.

9.9: To approve the following tuition contracts (sending):

<u>District</u>	<u>Type</u>	<u># of students</u>	<u>School Year (time frame)</u>	<u>Cost (prorated as necessary)</u>
ACSSSD	Preschool Disabilities (Out of District)	1	11/8/22 to 6/30/23	\$30,084
ACSSSD	Emotional Regulation Impairment (Out of District)	1	12/7/22 to 6/30/23	\$46,440 (prorated)

9.10: To approve the following tuition contracts (receiving):

<u>District</u>	<u>Type</u>	<u># of students</u>	<u>School Year (time frame)</u>	<u>Cost (prorated as necessary)</u>

Pleasantville	McKinney Vento	3	22-23 school year	\$15,060 each plus additional services
Pleasantville	McKinney Vento	1	22-23 school year	\$14,314

9.11: To approve professional development/travel for the 2022-2023 school year.

9.12: To approve the disposal of technology equipment that is no longer of use to the district.

9.13: To approve the following contracts/agreements for the 2022-2023 school year.

1. OMNIA Partners (Cooperative Purchasing Agreement)

9.14: To approve the following grant(s)/award(s):

- 1) Motion to approve the FY 2023 (School Year 2022-2023) Nonpublic School Technology Aid Budget and Purchase Orders.
- 2) Motion to approve participation in the SDA FY23 Emergent and Capital Maintenance Needs Grant Program and accept funding in the amount of \$67,740 to be utilized for Shaner HVAC improvements.
- 3) Motion to approve and submit the FY23 (School Year 2022-2023) Amended IDEA Grant Budget application to include carryover funds and any transfers to date.

9.15: To approve participation in the Division of Food and Nutrition Food Distribution Programs Local Food for Schools Cooperative Agreement Funding Opportunity and accept funding in the amount of \$13,277.

9.16: To approve the following trips/buses/activities:

1. Select group of Davies Students walking trip to Oakcrest on December 22, 2023
2. Davies 8th Grade walking trip to Oakcrest for Articulation on January 10, 2023
3. Davies Environmental Club trip to Longwood Gardens on January 9, 2023 -
4. Davies Student Council Holiday Book Reading to Hess and Shaner on December, 20, 2022 -
5. Davies 8th Grade Cove Trip for end of the year on June 8, 2023

9.17: To approve the following Use of Facilities requests:

Millennial Pool Management	12/18/22	Hess Pool - Photo shoot
Strengthening Families Program	2/1/23 through 5/3/23 Wednesdays	Hess School Cafeteria
Cedar Creek Swim	12/19/23	Pasta Dinner Hess Cafeteria
Mays Landing Athletic Association	1/3, 1/5 and 1/6	Team Photos - Davies Cafeteria
Grade 3 Assembly "Force and Motion"	3/22/23	Hess Auditorium
Davies 8th Grade BBQ at The Cove	6/8/23 with rain date of 6/9/23	Cove Beach
Greater Egg Harbor	11/21/22 - 2/22/23	Swim Teams Practice/Meets
Hamilton Township PTA	1/9/23	Meeting - Hess Cafeteria

Davies 8th Grade Dinner Dance	5/19/23	Davies Cafeteria
8th Grade Awards Night	5/31/23	Davies Cafeteria
Oakcrest World language Presentation	12/15/22	Davies Cafeteria
NJHS/Student Council Valentine's Day Dance	2/10/23	Davies Cafeteria
MLAA Street Hockey Photos	1/9/23 & 1/10/23	Davies Cafeteria

9.18: Motion by Dr. Nelson, seconded by Mrs. Ankrah, to approve Finance/Operations Committee Items 9.3 through 9.17.

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, and Mrs. Barr. (7-0-0)

10. CURRICULUM COMMITTEE (Curriculum and Policy) - Chairperson: Dr. Lihach

10.1: Dr. Lihach gave a report on the Curriculum Committee meeting held on December 13, 2022.

10.2: To approve the following revised or new stipends for the 2022-2023 school year:

Stipend/Activity	Name	Stipend Amount	School/District
Minecraft Club	Andrew Palmentieri	\$1,218	District (Stipend amount and club approved 6-29-22)

10.3: To approve payment to Christina Petti for presenting at the Gifted and Talented Family Night for 2.5/hours at the rate of \$40.00/hour.

10.4: To approve payment to Amy Gold and Meghan Hooper Jackson for preparation for the Agents of Change Dinner in the amount of \$40.00/hour/each for a total of 4/hours/each (2 hours prep after school and 2 hours prep the day of the event).

10.5: To approve the following teachers for attendance at the Agents for Change Dinner at the rate of \$49.60/hour for 2 hours:

- Jennifer Einwechter
- Gayle Elliott
- Rachel Robinson
- Amy Gold
- Meghan Hooper Jackson

10.6: To approve a Special Function salary rate of \$35.00 per hour for contracted Food Service staff to assist in preparation of special events. These hours will be worked after regular scheduled hours and on Saturdays. No functions will be scheduled on Sunday. These wages will be paid for by the customer requiring services.

10.7: Motion by Dr. Lihach, seconded by Dr. Nelson, to approve Curriculum Committee items 10.2 to 10.6.

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, and Mrs. Barr. (7-0-0)

11. POLICY COMMITTEE - Chairperson: Mrs. Newman

11.1: Policy Committee meeting was cancelled this month as there were no new policies to discuss.

11.2: To approve the following Policy/Regulation on first reading. - None

11.3: To approve the following Policies/Regulations on 2nd reading. - None

11.4: Motion by Mrs. Newman, seconded by Dr. Nelson, to approve Policy Committee items 11.2 through 11.3.

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, and Mrs. Barr. (7-0-0)

12. OLD BUSINESS - None

13. NEW BUSINESS - None

14. PUBLIC COMMENTS - None

Mrs. Barr thanked Mrs. Hassa for her service as a Board member. Mrs. Hassa was not able to attend tonight's meeting. The Board will be donating books to the Hess and Wm. Davies libraries in Mrs. Hassa's name.

15. POSSIBLE EXECUTIVE SESSION

It was not necessary to convene to Executive session.

16. ACTION MAY BE TAKEN AFTER EXECUTIVE SESSION

Possible Action from Executive Session - None

17. ADJOURNMENT

Motion by Mrs. Barr, seconded by Dr. Nelson, to adjourn the meeting.

Voice Vote: 7-0-0

The Hamilton Township Board of Education meeting adjourned at 8:06 p.m.

Respectfully submitted,

Anne-Marie Fala

Business Administrator/Board Secretary