

**MINUTES OF THE REGULAR MEETING
FEBRUARY 16, 2022
HAMILTON TOWNSHIP BOARD OF EDUCATION**

The Regular meeting of the Hamilton Township Board of Education was called to order at 6:03 p.m. in the William Davies Middle School Cafetorium by Nanci Barr, President.

The following members answered Roll Call: Mrs. Ankrah (entered at 6:20 p.m. in Executive Session), Mrs. Hassa, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr.

Also present: Dr. Jeffery Zito, Superintendent
Anne-Marie Fala, Business Administrator/Board Secretary
Amy-Houck-Elco, Esquire, Solicitor

2. Executive Session

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

ROLL CALL VOTE: All in favor: Mrs. Hassa, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr. (8-0-0)

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:

- HIB
- Attorney Client Privilege
- Personnel

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 6:05 p.m.

3. Reconvene Public Session

Motion by Mrs. Barr, seconded by Dr. Nelson to reconvene to public session.

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Mrs. Hassa, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr (9-0-0)

The Board resumed the regular session of the meeting at 7:07 p.m.

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 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. 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. If your remarks are about students and/or personnel, you should follow the chain of command as the Board cannot respond to those comments. 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.

Mrs. Barr led the Pledge of Allegiance.

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

4. Approval of Minutes

Motion by Mrs. Barr, seconded by Dr. Nelson, to approve the Regular and Executive session minutes of January 19, 2022.

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Mrs. Hassa, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr. (9-0-0)

5. Correspondence

Dr. Zito read a letter from Peter and Laura Barron regarding the mask mandate.

6. Presentations

The Read 180 Presentation will be available for Board members to view at any time via video.

7. Public Comments - Agenda Items Only : None

8. Board Member Comments

Mrs. Hassa has attended several NJSBA meetings since the last Board meeting and updated the Board on the information she received. The date for the County meeting has been changed to March 9. She also noted the Ricky McAvaddy Blood Drive that will take place in March.

Ms. Newman recognized some former students who will be performing in the Oakcrest play on February 24, 25 and 26.

Dr. Nelson thanked the PTA for all of their efforts and encouraged more parents to join. He thanked the Hamilton Township Police Department for their continued effort and support for our safety. He informed the public of the senior swim now open to the community. He reported speaking with the Township Engineer regarding upcoming roadwork.

9. Superintendent/Staff Report:

Information Items:

- Registration/Transfer Statistics for the Month of January, 2022
- Enrollment for the Month of January, 2022
- Discipline Reports for the Month of January, 2022
- HIB Reports

Dates to remember:

- Thursday, February 17, 2022 - Shaner and Davies Parent Teacher Conferences - 12:30-2:30 p.m.
- Thursday, February 17, 2022 - Hess Parent Teacher Conferences - 6-8 p.m.
- Monday, February 21, 2022 - Schools Closed - President's Day
- Monday, February 28, 2022 - PTA Meeting - Hess Library - 7:00 p.m.
- Saturday, March 12, 2022 - Budget Workshop/Board Retreat - Davies Cafeteria - 9:00 a.m.
- Wednesday, March 16, 2022 - Board of Education Meeting, Davies Cafeteria - 7:00 p.m.

Dr. Zito thanked the Hamilton Township Police Department for all of their efforts to keep our staff and students safe.

10. Administration Committee (Personnel and Discipline) - Chairperson: Mrs. Ankrah

Mrs. Ankrah reported on the Administration Committee meeting.

Motion by Mrs. Ankrah, seconded by Mrs. Barr, to approve Administration Committee Items 10.2 to 10.16 as recommended by the Superintendent.

10.2: To approve the following resignations:

Name	Location	Position	Dated
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Jennifer Castillo	Davies	Paraprofessional	1/28/22; eff 2/25/22
Judyth Dunleavy	Hess	SRAO	2/11/22; eff 5/12/22

10.3: To approve the following retirement(s):

Name	Location	Position	Dated
Wendi Brown	Davies	Teacher	1/18/22; eff 7/1/22
Darren Palmer	Davies	Principal	2/14/22; eff 7/1/22

10.4: To approve the following leaves of absence:

Name	Location	Leave	Position
Christina Goller	Hess	Amend a maternity LOA for the 21/22 SY utilizing sick days 12/20/21 through 2/2/22, followed by unpaid leave through 2/10/22 and NJFMLA through 3/25/22. RTW date is 3/28/22.	Secretary
Jessica Gillespie	Hess	Amend a maternity LOA for the 21/22 SY utilizing sick days 12/20/21 through 1/31/22, followed by NJFMLA through 5/4/22. RTW date is 5/5/22.	Teacher
Carolyn Scianni	Hess	Amend a maternity LOA for the 21/22 SY utilizing sick days 11/22/21 - 3/11/22, followed by NJFMLA through 6/14/22. RTW date is 6/15/22.	Teacher
Allison Baggstrom	Hess	Unpaid LOA 2/7 - 2/16/22.	Para
Josephine Torres	Shaner	Amenda a maternity LOA for the 21/22 SY extending FMLA through 2/25/22. RTW date is 2/28/22.	Teacher
Jeanne Petrillo	Hess	Unpaid LOA 3/1 through the end of the 21/22 school year.	Para
Michael Corrado	Shaner	Unpaid LOA 2/14 - 2/17/22	SRAO

10.5: To approve the following building transfers:

Name	Position	Location From	Location To	Effective Date
Yayah Dennis	Food Service Worker	Davies	Shaner	2/22/2022

10.6: To approve new hires:

Name	Position	Location	Effective	Degree/Step	Salary	Replacement For/Reason
Megan Howells	Elementary Teacher	Hess	3/10/22	BA/St. 1	\$54,897 prorated	H. Giglio/Maternity Leave
Theodore Bergman	Health/PE Teacher	Hess	2/17/22	BA/St. 1	\$54,897 prorated	M. Fichetola/Resignation

10.7: Motion to approve the following contract extension(s):

Name	School	Position	Date	Replacing/Reason
Katherina Contino	Hess	Temporary Elementary Teacher	Extend through 6/16/22	Carolyn Scianni/Maternity LOA

10.8: To approve start date for the following employee(s):

Name	Position	Start Date	Previously Approved
Eric Glazner	Teacher	2/22/2022	12/22/2021
Julianna Johnson	Music Teacher	2/3/2022	1/19/2022

10.9: To approve a salary adjustment for Dawn Pineda, Davies School Nurse, for the 21-22 SY to MA+15/Step 11, \$66,125. Ms. Pineda was previously approved on 1/05/22.

10.10: To approve the following Community Ed Staff:

Name	Position	Salary
Hannah Derringer	Lifeguard	\$20/hour
Colleen Kelly	Lifeguard	\$20/hour
Nancy Arsenault	Advisor - Lenape Players	\$2400 stipend
Lisa Jones	Advisor - Lenape Players	\$2400 stipend
Ashley Winkler	Advisor - Lenape Players	\$2400 stipend

10.11: To approve a Special Function salary rate of \$35 per hour for contracted Food Service staff to assist at functions after regular scheduled hours. These wages will be paid for by the customer requiring the services.

10.12: To approve Student Teacher/Internship/Volunteer Placements

Student	School	Cooperating Teacher	Dates
Giselle Gonzalez	Shaner	Dorothy Gildiner	2-17-22-5-15-22
Nina Sciore	Shaner	Sue Burnetta	2-17-22-5-15-22
Savannah Kissling	Hess	Jennifer Einwechter	2-17-22-5-15-22

10.13: To approve mentors for the 2021-22 SY:

- Jacqueline Burke for Julianna Johnson
- Tammy Welsey for Megan Howells

10.14: To approve substitutes for the 2021-2022 school year.

2021-2022 School Year					
BOARD APPROVED SUBSTITUTES					
2-16-22					
Last Name	First Name	Position	Rate	Certification	Interview
McGuckin	Georgina	sub teacher	\$115/day	elem*	Dave Neff and Amanda Husta
Castellano	Margaret	sub teacher	\$125/day	elem*	former district employee
Pearl	Brittany	sub food services/sub custodian	\$14/day	na**	current food services sub
Aggese	Alexa	sub para	\$85/day	na	Colleen Bretones and Dana Kozak
Dean	Justina	sub para	\$85/day	na	Colleen Bretones and Dana Kozak
DeLuca	Tabitha	sub para	\$85/day	na	Colleen Bretones and Dana Kozak
Mounsey	Eucina	sub teacher	\$105/day	sub cert	current district employee
Stratton	Melissa	sub para	\$85/day	na	Colleen Bretones and Dana Kozak
Gruver	Kaitlin	sub para/sub teacher	\$85/\$105/day	sub cert pending	Dana Kozak
Howells	Megan	sub teacher	\$115/day	P3*	Melanie Lamanteer
Leeds	Philomena	sub teacher	\$125/day	elem/TOH*	Roxanne Bryant and Amanda Husta
Maldonado	Stephanie	sub para/sub teacher	\$85/\$105/day	sub cert pending	Dave Neff and Amanda Husta
Walker	Janice	sub para	\$85/day	na	Dana Kozak and Colleen Bretones
Graichen	Brianne	sub para/sub teacher	\$85/\$105/day	sub cert	current sub teacher
Piwowski	Tammy	sub teacher	\$105/day	sub cert	current district employee

Leonor	Aniany	sub food services	\$14/day	na**	Tony Fink
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*Covid rate of \$225/day for those holding a NJ DOE Teaching Certificate during the pandemic.

**Covid rate if \$15/hour for sub custodians and sub food service workers during the pandemic.

10.15: To approve the following homebound instruction:

Student Homebound Number	Student Grade	Dates of Homebound Instruction	Teacher	Reason
2021-22-8	6	10-29-21-TBD	Shedis Hewish (Instructor Change - Previously approved Debbie Caporale on 12-22-21)	Medical
2021-22-15	5	1-24-22-2-24-22	Jude Bruton	Medical
2021-22-16	2	1-24-22-TBD	Karin Downing	Medical
2021-22-17	7	2-7-22-3-7-22	Donna Lee Stickle/Jessica Tobin	Medical
2021-22-18	7	2-8-22-2-25-22	Stephanie Gibbons	Discipline
2021-22-19	8	2-10-22-2-25-22	Wendi Brown	Discipline
2021-22-20	7	2-14-22-3-14-22	Carla Yutzy/Sheldis Hewish	Medical
2021-22-21	2	2-14-22-2-18-22	Natalie Morris	Discipline
2021-22-22	5	2-14-22-2-18-22	Bret Derringer	Discipline
2021-22-23	8	2-14-22-2-18-22	Jeff Gildiner	Discipline

10.16: To affirm the action taken as authorized by the Superintendent for all HIB investigations originally submitted to the Board at the January 19, 2022 meeting.

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Mrs. Hassa, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr. (9-0-0)

Motion by Mrs. Ankrah, seconded by Mrs. Barr, to approve Administrative Committee Item #17, as recommended by the Superintendent.

10.17: To terminate employee 52012886 effective immediately.

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Mrs. Hassa, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr. (9-0-0)

11. Instruction Committee - (Curriculum and Technology) - Chairperson: Dr. Lihach

Dr. Lihach reported on the Instruction Committee meeting.

Motion by Dr. Lihach, seconded by Mrs. Barr, to approve Instruction Committee items 11.2, 11.4, 11.5 and 11.6.

11.2: To approve the District's English Language Learner (ELL) 3 Year Plan Submission.

11.4: To approve Professional Development provided to Davies Math teachers on March 16, 2022 and March 23, 2022 @ \$2,000 per day by Dr. Eric Milou, a professor of mathematics at Rowan University, in the area of implementing an instructional model with differentiated instruction.

11.5: To approve the following staff who will be facilitating the Strengthening Families Program for the 2020-2021 school year:

Certificated Staff (\$31.15/hour)

- Ann Bucknam
- Kelly Crowder
- Sara Leonelli
- Megan Capiak
- Laura Hackney
- Danielle Pulli
- Samantha Wilson

Non-Certificated Staff (\$20.00/hour)

- Colleen Czar
- Michelle Mick
- Chiyo Pease

11.6: To approve the purchase and implementation of Creative Curriculum for Kindergarten at the Shaner School for the 2022-2023 school year. The Creative Curriculum® for Kindergarten provides a research-based, whole-child approach to project-based learning in the kindergarten classroom. Material costs funded through the ARP ESSER grant totaling \$37,500 and onsite Professional Development of \$3,190 funded through the 2022-2023 curriculum budget.

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Mrs. Hassa, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr. (9-0-0)

Motion by Mrs. Ankrah, seconded by Dr. Nelson, to approve Item 11.3:

To approve the following stipends:

- The following (prorated) Choir Stipends at the Hess School commencing Feb. 9, 2022:
 - James Stokes @ \$45.20 per session for 11 sessions
 - Julianna Johnson @ \$45.00 per session for 12 sessions
- Fred Rushmore for the (prorated) Band Stipend at the Hess School @ \$45.20 per session for 17 sessions from September 2021 through January 31, 2022 (upon retirement)
- Maria Santilli, National Junior Honor Society, 1 day a week beginning March 1, 2002 through May 11, 2022 at @904.00 prorated.
- Julianna Johnson for the (prorated) Band Stipend at the Hess School for 25 sessions @ 42.50 per session commencing Feb. 1, 2022 through June 20, 2022
- Intramural Sports - Grades 2-5 as follows:
 - Michael Fichetola 9 of 20 Sessions - @ \$406.08
 - Christine Hibbert 11 of 20 Sessions - @ \$497.20
- Michael Dempsey for the Ed Tech Liaison stipend position for the 2021-22 SY at \$5,000 paid through ARP funds.
- Lauren Ortiz as the School Wellness and Community Engagement Coordinator at the Davies School @ the rate of \$3,120 - March through May

ROLL CALL VOTE: Seven in favor: Mrs. Ankrah, Mrs. Hassa, Mrs. Miller, Dr. Nelson, Ms. Newman, Mr. Rogers, and Mrs. Barr. Abstain: Dr. Lihach and Mrs. Poretto (7-0-2)

12. Policy - Chairperson: Mrs. Newman

Mrs. Newman reported on the Policy Committee meeting.

Motion by Ms. Newman, seconded by Mrs. Miller, to approve Policy Committee items 12.2 to 12.3.

12.2: To approve the following Policies/Regulations on first reading:

Policy #2415.05 (Alert #226)	Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment
Policy/Regulation #2431.4 (Alert #226)	Prevention and Treatment of Sports-Related Concussions and Head Injuries
Regulation #2460.30 (Alert #226)	Additional/Compensatory Special Education and Related Services
Policy/Regulation #2622 (Alert #226)	Student Assessment
Policy #3233 (Alert #226)	Political Activities
Policy #5541 (Alert #226)	Anti-Hazing
Policy #7540 (Alert #226)	Joint Use of Facilities
Policy/Regulation #8465 (Alert #226)	Bias Crimes and Bias-Related Acts
Policy #9560 (Alert #226)	Administration of School Surveys

12.3: Policies and Regulations -Second Reading - None

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Mrs. Hassa, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, Mr. Rogers and Mrs. Barr. (9-0-0)

**13. Operations Committee (Facilities, Transportation, Finance, Food Services and Technology)-
Chairperson: Dr. Nelson**

Dr. Nelson reported on the Operations Committee meeting.

Motion by Dr. Nelson, seconded by Mrs. Miller, to approve Items 13.2 to 13.16:

13.2 Informational Items

- Interest for the Month of December, 2021
- Receipts for the Month of December, 2021
- Refunds for the Month of December, 2021
- Capital Reserve Interest for the Month of December, 2021
- Rentals for the Month of December, 2021
- Miscellaneous Revenue for the Month of December, 2021
- Budget Summary Report for the Month of December, 2021
- Purchase Order Journal February, 2022

13.3: To approve the Report of Receipts and Expenditures for the Month of December 2021.

The Report of Receipts and Expenditures and the Secretary’s Report are in agreement for the month of December 2021.

13.4: To approve Board Secretary's Report for the Month of December 2021.

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of December 31, 2021, 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.

13.5: To approve budget transfers in the amount of \$549,103.00 for the 2021-2022 school year.

13.6: 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.

13.7: To approve bills and payroll in the amount of \$6,515,623.25.

13.8: To approve bills between meetings.

13.9: To approve the following tuition (sending district) for the 2021-2022 school year.

District	Type	# of students	School Year	Cost (prorated as necessary)
CMCSSSD	Out of District	1 student w/2:1 aide	9/7/21 to 12/12/21	\$4,705.95
CMCSSSD	Out of District	1 student w/1:1 aide	12/13/21 to 6/30/22	\$17,761.20

13.10: To approve the following tuition contracts (receiving) for the 2021-2022 school year.

District	Type	# of students	School Year (time frame)	Cost (prorated as necessary)
Pleasantville	McKinney-	1	1/3/22 to	\$6,875.72 (109

	Vento		6/30/22	days)
Galloway	McKinney-Vento	1	9/30/21 to 6/30/22	\$10,345.12 (164 days)
Atlantic City	Foster	1	9/8/21 to 6/30/22	\$13,194.00
Atlantic City	Foster	1	9/8/21 to 6/30/22	\$13,638.00

13.11: To approve the following contracts/agreements for the 2021-2022 school year.

13.12: To approve professional development/travel for the 2021-2022 school year.

13.13: To approve/accept the following Grants:

- The submission of the Preschool Carryover Application to carryover funds from the 20-21 school year into the 21-22 school year (see attachment).

13.14: Disposal of District Items - None

13.15: To approve the following Use of Facilities:

Organization	Date of Use	Reason
Mays Landing Dance Works	6/8/2022, 6/9/2022, 6/11/2022	Dance Recital
HTPTA	5/6/2022	Outdoor Family Movie Night
HTEA/American Red Cross	3/14/2022	Annual Ricky McAvaddy Blood Drive 2022
NJHS	2/11/2022	Valentine Dance
Warren Dagrosa/TA, Scubasairl Professional Scuba Instructor	3/23-5/25 Wednesday Nights	Scuba Diving Lessons
Hamilton Township BOE	2/24/2022	School Security Meeting

13.16: To approve Trip Requests for the 2021-2022 school year. (see agenda attachments)

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Mrs. Hassa, Dr. Lihach, Mrs. Miller, Dr. Nelson, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr. (9-0-0)

14. Solicitor's Report - Amy Houck-Elco reported that she has had the opportunity to work with the Administration on contractual matters, staff matters, and student matters since the last meeting.

15. Old Business - None

16. New Business

Dr. Nelson recommended the Board consider hiring a Class III officer to replace the SRAO who will be retiring.

Mrs. Barr noted the creation of an Ad Hoc School Safety Committee to include Board members, administration, parents, community members, SRAO's and teachers. The first meeting will be held on February 24.

Mrs. Miller encouraged anyone with concerns to attend the February 24th meeting.

17. Public Comment

Jenn Erickson, who has two children attending the Hess School, complimented the administration and teachers of the District and discussed bus issues she has been experiencing.

18. Adjournment

Motion by Mrs. Barr, seconded by Mrs. Hassa, to adjourn the meeting.

ROLL CALL VOTE: Voice Vote: All in favor: (9-0-0)

Respectfully submitted,

Anne-Marie Fala
Board Secretary