

Minutes of the Regular Meeting Hamilton Township Board of Education January 11, 2023

1. OPENING OF MEETING

The Regular meeting of the Hamilton Township Board of Education was called to order at 6:01 p.m. in the William Davies Middle School Cafetorium by Nanci Barr, President.

ROLL CALL: The following members answered Roll Call: Mrs. Ankrah, Dr. Cirino, Dr. Lihach, Mrs. Poretto, Dr. Nelson, and Mrs. Barr

Absent: Mrs. Miller, Ms. Newman and Mr. Rogers

Also Present: Dr. Jeffery Zito, Superintendent; Amy Houck-Elco, Solicitor; Justin Riggs, Human Resource Coordinator

Motion by Dr. Nelson, seconded by Dr. Lihach, to approve the Superintendent as Board Secretary Pro-Tem.

Voice Vote: All in favor: (6-0-0)

2. RESOLUTION - EXECUTIVE SESSION 1-11-23

Motion by Dr. Nelson, seconded by Dr. Lihach, to enter into Executive session.

Voice Vote: All in favor: (6-0-0)

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 Executive session at 6:04 p.m.

3. PUBLIC MEETING OPENING

3.1: Motion by Dr. Nelson, seconded by Dr. Lihach to reconvene into Public Session.

Voice Vote: All in favor: (6-0-0)

The Board reconvened the Public Session at 7:06 p.m.

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

4.1: Motion by Dr. Nelson, seconded by Dr. Lihach to approve the Regular and Executive Session minutes for the meeting of December 14, 2022.

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Dr. Cirino, Dr. Lihach, Mrs. Poretto, Dr. Nelson, and Mrs. Barr. (6-0-0)

5. SUPERINTENDENT'S REPORT

5.2: Presentations:

Holiday Card Presentation: Ms. Houck-Elco presented an award to Eliza Stafford, a William Davies student who was chosen as one of the winners of the Cooper Leveson Holiday Card Contest.

Board Appreciation: The Administration and Staff would like to take this opportunity to thank the Board Members for their service to the Hamilton Township Schools and students.

5.3: Informational Items

HIB Reports

Enrollment for the Month of December 2022

Discipline Reports for the Month of December 2022

Registrations, Transfers and Address Changes for the Month of December, 2022

Superintendent and Principal's Lists for the 1st Trimester

5.4: Correspondence - None

Dr. Zito wished everyone a happy and healthy New Year. He gave an update of events which have occurred since the last meeting.

5.5 Dates to Remember

- January 16, 2023 - Schools Closed - Martin Luther King Holiday
- January 23, 2023 - PTA Meeting - 7:00 p.m. Davies Cafeteria
- February 14, 15 and 16th - Parent Teacher Conferences
- February 20, 2023 - Schools Closed Presidents' Day
- February 22, 2023 - Board of Education Meeting - 7:00 p.m. - William Davies Middle School

6. PUBLIC COMMENTS - AGENDA ITEMS ONLY - None

7. BOARD MEMBER COMMENTS

Dr. Nelson thanked the PTA for grants provided for the second semester.

Mrs. Barr wished everyone a Happy New Year and thanked each of the schools for their notes of appreciation to the Board of Education.

8. PERSONNEL/POLICY COMMITTEE (Personnel, Discipline and Policy) - Chairperson: Mrs. Miller

8.1: Mrs. Ankrah gave an update for the Personnel/Policy Committee.

8.2: To approve the following resignations:

	Name	Location	Position	Dated
A	LaShonda McCormich	Davies	Para	1/3/23; eff 1/17/23
B	Belinda Velez	Shaner	Para	1/5/23; eff 2/3/23
C	Carla Carr	Hess	Para	1/3/23; eff 2/3/23
D	Nicole Munoz	Shaner	Teacher	12/22/22; eff 2/22/23
E	Susan Kern	Shaner	Teacher	12/30/22; eff 2/16/23
F	Erica McCourt	Shaner	Para	12/21/22; eff 1/20/23
G	Danielle Vogt	Davies	Teacher	12/15/22; eff 2/15/23

H	Rebecca Weldon	Shaner	Teacher	eff 1/11/23 (previously approved 12/14/22)
I	Anne-Marie Fala	District	Bus. Admin.	eff June 30, 2023

8.3: To approve the following Leaves of Absences:

	Name	Location	Leave	Position
A	Becky Rubinfine	Shaner	Unpaid LOA 2/15 - 2/17/23	Para
B	Morgan Kearns	Hess	Unpaid LOA 3/13 - 3/17/23	LT Sub Teacher
C	Lisa Morris	Shaner	Upaid LOA 12/15/22 and 12/23/22	Para
D	Bonnie Repko	Hess	Unpaid day 12/19/22 & 1/9/23.	Para
E	Courtney Stewart	Hess	Amend a maternity LOA for the 22/23 SY, utilizing sick leave 1/18 - 3/14/23, followed by NJFMLA through the end of the school year. RTW date is 9/1/23	Teacher
F	Anne-Marie Fala	District	Leave of Absence through June 30, 2023	Bus. Adminis.

8.4: To approve new hires:

	Name	Position	Location	Effective	Degree/Step	Salary	Replacement For/Reason
A	Maria Correa	Teacher - Gr. 1	Hess	2/13/2023	BA/St 1	\$55458 prorated	C. McCabe/Resignation
B	Yaraisma Galarza	Para	Shaner	1/17/23	Para/St 1	\$19872 prorated	New Position
C	Valeria Moya	Para	Shaner	TBD	Para/St 1	\$19872 prorated	New Position
D	Larenne Metz	Para	Shaner	TBD	Para/St 1	\$19872 prorated	B. Velez/Resignation
F	Steven Guzman	Para (PT 20 hrs/wk)	Davies	TBD	Para/St 1	\$13704 prorated	M. Caparelli/Internal Move
G	Elizabeth Roberts	Para	Hess	TBD	Para/St 1	\$19872 prorated	C. Wilson/Resignation

8.5: To allow the Superintendent to hire employees between meetings.

8.6: To approve the following start dates.

	Name	Postion	Start Date	Previously Aproved
A	Tayrece Nellom	Para	1/18/23	12/14/22
B	Mark Kowalski	Teacher	1/12/23	12/14/22
C	Antoinette Heenan	Para	1/3/23	12/14/22

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

2022-2023 School Year					
Board Approved Substitutes					
01.11.2023					
Last Name	First Name	Position	Rate	Certification	Interview
Onda	Susan	sub teacher	\$135/day	sub cert pending	w/ D. Neff & A. Husta
Velez	Belinda	sub para	\$85/day	na	current employee
Lewis	Jessica	sub para/sub teacher	\$85/\$135/day	sub cert pending	former employee

Sweely	Noelle	sub teacher	\$160/day	elem	w/ Melanie Lamanteer
Mejlak	Amy	sub teacher	\$135/day	sub cert pending	current employee
Lopez	Jaisman	sub para	\$85/day	na	w/ Dana Kozak
Barrientos	Stefanie	sub para/sub teacher	\$85/\$135/Day	sub cert pending	w/ Dr. Zito
Scarano	Karah	sub para/sub teacher	\$85/\$135/day	sub cert pending	w/ K. Shaughnessy & A. Husta
Williams	Arnold	sub teacher	\$135/day	sub cert pending	w/ M. Lisitski & A. Husta
Mazzeo	Frank, Jr.	sub teacher	\$135/day	sub cert pending	w/ Karl Kelchner

8.8: To increase work hours for Brenda Perez Barbosa, Shaner part-time Paraprofessional, from 15 to 20 hours per week effective 1/12/2023. New prorated salary is \$13705.

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

	Name	Replacing	Dates	Location	Certificate	Rate	Notes
A	Morgan Kearns	Tyler Pokrywka	1/9 - 4/4/23	Davies	Health/PE	\$160/day for days 1 - 20. Contracted at BA/St 1 (\$55458 prorated) 2/7 - 4/4/23.	Revised to approve new rates. Previously approved 12/14/22.
B	Noelle Sweely	Stephanie Weisel	1/12 - 3/31/23	Hess	Elementary	\$160/day for days 1 - 20. Contracted at BA/St. 1 (\$55458 prorated) 2/10 -3/30/23.	

8.10: To approve the following student/teacher placements:

Student Name	School	Cooperating Teacher	Dates
Sah'Miya Brown Powell	Hess	Sara Leonelli (Social Worker) Internship	Jan 17-May 13, 2023

8.11: To approve the following staff for the Community Ed Department:

Name	Position	Rate
Mark Miller	Kids Corner	\$17/hour
Jessica Lewis	Kids Corner	\$20/hour

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

Student Homebound Number	Student Grade	Dates of Homebound Instruction	Teacher	Reason
2022-23-47	5	12-13-22-TBD	Gail Elliott/Shari Lemma	Discipline
2022-23-48	7	TBD	Thordis Mazza	Medical
2022-23-49	8	12-19-22-1-9-23	Lea Pickering/Deanna Allen/Kelly Talerico	Discipline
2022-23-50	8	12-16-22-1-6-23	Kelly Talerico/Carla Yutzy	Discipline
2022-23-51	8	12-16-22-1-6-23	Janine Brockman/Kathleen Curtis	Discipline
2022-23-52	K	12-27-22-TBD	Anna Miller	Medical
2022-23-54	8	12-21-22-1-11-23	Samantha Day	Discipline
2022-23-55	7	12-21-22-1-11-23	Jessica Tobin	Discipline
2022-23-56	3	1-3-23-TBD	Kim Chait/Kelly King	Medical
2022-23-57	7	12-12-22-TBD	Christina	Discipline
2022-23-58	7	1-3-23-1-18-23	Kelly Talerico	Discipline
2022-23-59	6	12-15-22-TBD	Michele Giardino	Discipline

2022-23-60	7	11-30-22-TBD	Donna Lee Stickle/Carla Yutzy	Medical
2022-23-61	7	1-5-23-1-20-23	Carla Yutzy/Kelly McHale	Discipline
2022-23-62	7	1-5-23-1-20-23	Michele Giardino	Discipline
2022-23-63	8	1-6-23-1-23-23	Lea Pickering	Discipline
2022-23-64	8	1-6-23-1-23-23	Kathleen Curtis/Michele Giardino	Discipline
2022-23-65	8	1-6-23-1-23-23	Sheila Fleischer	Discipline
2022-23-66	8	1-6-23-1-23-23	Kathleen Curtis/TBD	Discipline
2022-23-67	8	1-6-23-1-23-23	Sheila Fleischer	Discipline
2022-23-68	8	1-6-23-1-23-24	Janine Brockman/Rachel Robinson	Discipline
2022-23-69	2	1-10-23-TBD	Gail Elliott/Shari Lemma	Medical

8.13: 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.

- Janine Brockman
- Sheila Fleischer

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

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

8.16: To affirm the action taken as authorized by the Superintendent for all HIB investigations originally submitted to the Board at the December 14, 2022 meeting.

8.17: To approve Agreement for Employee #11640612 pending signed documents.

8.18: Motion by Mrs. Ankrah, seconded by Dr. Nelson, to approve Personnel Committee Items 8.4 through 8.17 as recommended by the Superintendent.

ROLL CALL VOTE: Five in favor #8.2, #8.3 and #8.17: Mrs. Ankrah, Dr. Cirino, Dr. Lihach, Dr. Nelson, and Mrs. Barr. Abstain: Mrs. Poretto (5-0-1)

All in favor 8.4 through 8.16: Mrs. Ankrah, Dr. Cirino, Dr. Lihach, Mrs. Poretto, Dr. Nelson, and Mrs. Barr (6-0-0)

8.19: Welcome New Hires - No new hires were present at tonight's meeting.

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

9.1: Dr. Nelson gave an update on the Finance/Operations Committee.

9.2 Informational Items

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

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

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Hamilton Township Board of Education certifies that as of November 30, 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 November, 2022.

9.5: To approve budget transfers in the amount of \$130,398.00 for December, 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 \$5,667,579.78 for the month of January, 2023.

9.8: To allow Business office to pay bills between meetings.

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

District	Type	# of students	School Year (time frame)	Cost (prorated as necessary)
ACSSSD	Preschool Disabilities (Out of District)	1	12/13/22 tp 6/30/23	\$25,724.00

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

District	Type	# of students	School Year (time frame)	Cost (prorated as necessary)
Pleasantville	McKinney Vento	1	10/4/22 to 6/30/23 (160 days)	\$13,387.20 (\$83.67 per day)
Pleasantville	McKinney Vento	1	10/4/22 to 6/30/23 (160 days)	\$12,723.20 (\$79.52 per day)
Mullica BOE	McKinney Vento	1	9/6/22 to 3/14/23 (120 days)	\$10,040.40 (\$83.67 per day)

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

9.12: Retirement/Disposal of District Items - None

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

1. The Services of Learning for Living, Inc.

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

1. Motion to accept the AtlantiCare Healthy Schools, Healthy Children 2022-2023 Resiliency Grant in the amount of \$1500 (Resilience Room/Zen Den Grant) for the Wm. Davies School.

2. Motion to accept the AtlantiCare Healthy Schools, Healthy Children 2022-2023 Nutrition Enhancement Grant in the amount of \$750 for the George Hess School.

3. Motion to accept, approve and submit the ESEA FY2023 Revised Grant Application to include FY2022 Carryover Funds and any transfers to date, as per attached.

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

1. 8th Grade End of Year trips (May/June)
2. BBall Away Games (winter sports)
3. Choir and Band Trips (March)
4. Community Ed -Drama NY Trip (May) (to be paid by Community Ed)
5. Env. Club -Longwood Gardens Trip (Jan date undetermined) (to be paid by club)
6. Wrestling Away Matches (winter sports)

9.16: To approve the following Use of Facilities requests:

Cedar Creek Swim Team	12/31/22	Practice and breakfast - pool & cafeteria
Cedar Creek swim Team	1/4/23 & 1/23/23	Team pasta dinner - cafeteria

Grade 5 Spelling Bee	2/13/23	Hess School auditorium
Parental engagement Workshop - Curriculum	1/11/23	Hess School cafeteria
Davies Athletics Dodgeball Tournament	2/24/23	Davies Gymnasium
Davies School	1/13/23	Custodial Training - IMC
Millennial Pool Management	1/20,21 &22	Hess Pool & Cafeteria - Lifeguard Training
Extravaganza#2 (Hess School Event)	3/24/23	Auditorium all day

9.17: To approve to accept rental payment from Food Services for the 2022-2023 school year for the use of facilities.

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

ROLL CALL VOTE: All in favor #9.3 to #9.10 and #9.12 to #9.17. Mrs. Ankrah, Dr. Cirino, Dr. Lihach, Mrs. Poretto, Dr. Nelson, and Mrs. Barr. (6-0-0)

Five in favor #9.11: Mrs. Ankrah, Dr. Cirino, Dr. Lihach, Dr. Nelson, and Mrs. Barr. Abstain: Mrs. Poretto (5-0-1)

10. CURRICULUM COMMITTEE (Curriculum and Policy) - Chairperson: Mrs. Ankrah

10.1: Dr. Lihach noted there is nothing to report.

10.2: To approve the following revised or new stipends for the 2022-2023 school year - None

10.3: To approve the 2022 Fall Start Strong Results.

10.4: To approve the following staff members for the Strengthening Families Program at Hess for the period February 1, 2023 through May 3, 2023 to be paid with Title I, Title IV and AARP funds.

1. Laura Hackney
2. Sara Leonelli
3. Samantha Wilson
4. Laura Aleszczyk
5. Danielle Pulli
6. Kelly Crowder
7. Megan Capiak

10.5: To approve the following staff members to attend RTI/ELL Parent Engagement Night on January 11, 2023 at the rate of \$40.00/hour:

- Cory Meisenhelter
- Josephine Torres

10.6: Motion by Dr. Lihach, seconded by Dr. Nelson, to approve Curriculum Committee items 10.2 to 10.5.

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Dr. Cirino, Dr. Lihach, Mrs. Poretto, Dr. Nelson, and Mrs. Barr. (6-0-0)

11. OLD BUSINESS - None

12. NEW BUSINESS - None

13. PUBLIC COMMENTS - None

14. POSSIBLE EXECUTIVE SESSION

It was not necessary to convene to Executive session.

15. ACTION MAY BE TAKEN AFTER EXECUTIVE SESSION - None

16. ADJOURNMENT

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

The Hamilton Township Board of Education adjourned at 7:35 p.m.

Voice Vote: All in favor: (6-0-0)

Respectfully Submitted,

Jeffery Zito
Superintendent, Board Secretary Pro-Tem