

Regular Meeting of the Hamilton Township Board of Education December 13, 2023

1. OPENING OF MEETING

The Regular meeting of the Hamilton Township Board of Education was called to order at 5:20 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, Mrs. Jackson (arrived 5:27 p.m.), Dr. Lihach, Mrs. Miller, Mrs. Poretto, Mr. Rogers, Dr. Nelson, and Mrs. Barr

Absent: None

Also present: Dr. Jeffery Zito, Superintendent; Mr. John Deserable, Interim Business Administrator/Board Secretary; Amy Houck-Elco, Solicitor

1.2 Open Public 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. This meeting is being recorded.

2. RESOLUTION - EXECUTIVE SESSION 12-13-23

Motion by Dr. Nelson, seconded by Dr. Cirino, to convene into Executive session.

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

Resolved that pursuant to Section 7 and 8 of the Open Public Meeting Act, the public shall be excluded from that portion of the meeting involving discussion of:

- Legal Matters/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 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 30 minutes.

The Board entered into Executive session at 5:22 p.m.

Mrs. Jackson entered the meeting at 5:27 p.m.

Motion by Dr. Nelson, seconded by Mrs. Miller, to resume the public session of the meeting.

Voice Vote: All in favor: (9-0-0)

The Board resumed the public portion of the meeting at 5:50 p.m.

Mrs. Ankrah exited the meeting at this time.

3. PUBLIC MEETING OPENING

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.

Mrs. Barr led the flag salute.

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

4. MINUTES

Motion by Dr. Nelson, seconded by Dr. Cirino, to approve the minutes of the Regular and Executive session minutes of November 15, 2023.

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

5. PRESENTATIONS

5.1 Student Council Update - Members of the Student Council reported on events and happenings in the schools.

5.2 Reading Challenge Winner

Phoenix Pappas, Grade 4. Hess School student is this month's Reading Challenge winner. Roxann Bryant, Director of Curriculum will give a brief presentation.

5.3 Audit Presentation

Carol Russ of Ford Scott & Associates, LLC presented the Audit for the 2022-2023 school year.

Motion by Dr. Nelson, seconded by Dr. Cirino, to accept the audit for the 2022-2023 school year.

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

5.4 Renaissance Fundamentals - PASS

Darnell Williams gave a presentation on Renaissance Fundamentals - PASS

6. SUPERINTENDENT/STAFF REPORTS

Dr. Zito reported on recent events throughout the District and wished everyone a happy holiday.

Dr. Zito thanked Mr. Deserale for his dedicated service to the District over the past few months.

Informational Items

- Registration/Transfer Statistics for the Month of November, 2023
- Enrollment for the month of November, 2023
- HIB Report
- Discipline Report for the month of November, 2023

6.2: None

6.3 Dates to Remember

December 25-29, 2023 - Schools Closed - Winter Break

January 1, 2024 - Schools Closed - New Year's Day

January 3, 2024 - Board of Education Re-Organization Meeting - Davies School - 5:00 p.m.

January 3, 2024 - Board of Education Meeting - 5:30 (Executive Session) 6:00 p.m. (Regular Session) - Davies School Cafeteria

January 8, 2024 - [PTA Meeting - 7:00 p.m. - Davies Cafeteria](#)

January 15, 2024 - Schools Closed - Martin Luther King Day

The Board took a five-minute recess at this time to thank Mr. Deserale for his time in the District.

7. PUBLIC COMMENTS - None

8. BOARD MEMBER COMMENTS

Mrs. Miller congratulated the choir on a tremendous performance during their holiday concert.

Board members congratulated the recipients of the Teacher, Paraprofessional and Educator of the Year awards. They each noted events happening throughout the district.

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

Mrs. Barr reported on the Personnel/Policy Committee meeting held on December 6, 2023.

9.2: Motion to approve the following resignations:

Name	Location	Position	Dated
Richard Rocap	Davies	Maintenance	11/14/23, eff. 1/31/24
Janice Eggie	Hess	Paraprofessional	11/26/23, eff.11/27/23
Amanda Husta	District	Personnel (Admin. Secretary)	12/12/23, eff. 1/12/24.

9.3: Motion to approve the following retirement:

Name	Location	Position	Dated
Virginia Dzialo	Davies	Teacher	12.4.23, eff. 6.30.24

To approve the following Leaves of Absence:

Name	Location	Leave	Position
Elliot Roberts	Hess	Unpaid leave 11/14, 11/15, 11/16, 11/17, 11/20, 11/21, 11/22, 11/27, 11/28,11/30	Paraprofessional
Tonya Pannell	Davies	Unpaid leave 11/17, 11-29. 11/30, 12/1, 12/5, 12/6, 12/7	Paraprofessional
Jessica Langley	Shaner	Maternity Leave 2/26-6/14/24, RTW Fall 2024	Teacher
Melissa Inferrera	Hess	Medical leave 11/6-12/4/23, RTW 12/5/23	Teacher
Darnell Williams	Davies	NJFLA 1/5- 2/29/24, RTW 3/1/24 and 6/3/24-6/24/24, RTW 6/25/24	Supervisor of Pupil Personnel
Erick Toca	Hess	Unpaid leave 11/28,11/29, 11/30, 12/4, 12/5, 12/6, 12/7, 12/8	Paraprofessional
Ciara Rabey	Davies	Maternity leave 5/6-11/26/24, RTW 11/27/24	Teacher
Melanie Cradock	Hess	Intermittent FMLA	Secretary

9.5: To approve the following Job Descriptions:

- PT Acting Supervisor of Pupil Personnel Services
- Before/After School Interventionist
- Data Coach/Instructional Coach

9.6: To approve the following actions:

Position	Action	Salary	Position Control	Effective Date
PT Acting Supervisor of Special Projects	Temporary acting supervisor to cover leave of absence for Darnell Williams	\$450 per diem	22-05-26/bnl	1/5-2/29/24 and 6/3-6/24/24
PT Maintenance Postition	PT to FT position	per HTEA contract	13-03-23/arv	1/31/24

9.7: To approve new hires:

Name	Position	Location	Effective	Degree/Step	Salary	Replacement For/Reason	Position Control
Lisa Morris	Para	Shaner	TBD	Para/Step 1	\$20, 460	Jameerah Cooper/resigned	24-01-02/bdu
Emily Schoenstein	Para	Shaner	TBD	Para/Step 1	\$20,460	Maria Stubbs/resigned	24-01-01/bfo

Maria Robledo	Para	Hess	TBD	Para/Step 1	\$20,460	Meredith Henchy/resigned	24-04-04/bfc
Edwin Trinidad	Custodian	Hess	TBD	Cust B/Step 1	\$18,254	Christian Ortiz/moved to 29.5 hours	11-04-15/bmh
Jasmine Leon	Para	Davies	TBD	Para/Step 1	\$20,460	Doria Sweeney/moved to FT	24-03-10/bow

9.8: To approve the following adjustments in salaries:

Name	Building	Position	Salary	Adjustment/Correction
Elizabeth Lipscomb	Hess	Teacher	BA/Step 1 \$56,308	MA/Step 1 \$59,996
Carol Bowen	Board Office	Secretary	BA Sec \$57,707	Admin Secretary Adjustment \$1800 prorated
Christine Lattanzio	Board Office	Transportation Coordinator to Transportation Supervisor	\$55,196	\$65,000 as per certification

9.9: To approve the following Mentors for the 23-24- school year.

- Amy Gold for Elizabeth Lipscomb
- Anna Miller for Nicole Pinto
- Kelly King for Amy Mejlak
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9.10: To approve the following substitutes for the 23-24 School Year.

Last Name	First Name	Position	Rate	Certification	Interview
Gonzalez-Leonor	Mia	sub para	\$85/day	na	former employee
Marandola	Rose	sub para	\$85/day	na	former employee
Bowels	Ashlynn	sub para/sub teacher	\$85/\$135/day	sub cert	renewal
Butler	Derrick	sub para	\$85/day	na	w/ Clintona Richardson & Amanda Husta
Asiegbu	Esomchukwu	sub para/sub teacher	\$85/\$135/day	sub cert pending	w/ Clintona Richardson & Amanda Husta
Star	Dani	sub para/sub teacher	\$85/\$135/day	sub cert pending	w/ Dana Kozak

9.11: To approve the following homebound instruction:

Student Homebound Number	Student Grade	Dates of Homebound Instruction	Teacher	Reason
2023-2024-10b	3	Extended to 1-4-24 (Previously approved 10/18/23)	Emily Manser/ Ava Holeschak	Medical
2023-24-18	7	11-13-23-11-28-23	Kelly Talarico/ Carla Yutzy	Discipline
2023-24-19	6	11-8-23-11-27-23	Kelly Talarico/ Amy Carter	Discipline
2023-24-20	6	11-8-23-11-27-23	Vincent Petruzzi/ Janine Brockman	Discipline

2023-24-21	7	11-2-23-TBD	Christina Gonzalez/ Deanna Allen	IEP
2023-24-21b	7	11-16-23- 12-01-23	Christina Gonzalez/ Deanna Allen	Discipline
2023-24-22	8	11-13-23-TBD	Christina Collins./ Framery Willioams	IEP
2023-24-23	8	11-15-23- 11-30-23	Michele Giardino	Discipline
2023-24-24	6	11-17-23- 12-4-23	Lea Pickering/ Sheldis Hewish	Discipline
2023-24-25	1	11-24-23- 12-24-23	Leslie Kayes/TBD	Medical
2023-24-26	6	11-30-23- 12-13-23	Sheldis Hewish	Discipline
2023-24-27	8	12-1-23- 12-14-23	Amy Carter	Discipline
2023-24-28	8	12-1-23- 12-14-23	Sheila Fleisher	Discipline
2023-24-29	7	12-4-23- 12-15-23	Christina Gonzalez	Discipline
2023-24-30	7	11-29-23-TBD	Kelly Talerico/Amy Carter	Medical
2023-24-31	7	12-4-23- 12-15-23	Aubrey Giglio	Discipline
2023-24-32	6	12-5-23- 12-18-23	Jeff Gildiner	Discipline
2023-24-33	6	12-5-23- 12-18-023	Jamie Oriente	Discipline
2023-24-34	3	12-6-23-TBD	Framary Williams/ Cory Meisenhelter	Medical
2023-24-35	1	1-9-24-2-1-24	Maria Correa/Elizabeth Podalski	Medical
2023-24-36	8	12-8-23- 12-21-23	Rachel Robinson	Discipline

9.12: Building Transfers - None

9.13: To approve the following internal transfers.

Staff	Location	Action
Theodore Bergman	Hess-Physical Education	Temporary move to replace Shawnee Maduzia/maternity leave (Hess)

9.14: Kids Corner Staff - None

9.15: To approve payment to Christina Petty for attendance at the Gifted and Talented Family Night on November 16, 2023 and to be paid at the rate of \$40.00/hour for 1.5/hours.

9.16: To approve payment to contracted Food Service workers to assist in preparation of special events such as Strengthening Families, 8th Grade Dinner Dance, etc. These will take place after regular scheduled hours and on Saturdays and will be paid for by the customer requiring our services.

9.17: To approve 6 hours/each professional development for the following teachers to complete PD on Inspiring Interactions: Exploring the Teacher's Role in Interest Areas in The Creative Curriculum for Preschool. This is outside of contractual hours and will be held on January 8, 2024 & January 9, 2024. This will be paid through PEA grants funds at the rate of \$29.00/hour each.

9.18: To approve 6 hours professional development for Kathleen Lewis to complete PD on Mathematics in The Creative Curriculum for Preschool. This is outside of contractual hours and will be held on January 22, 2024 & January 23, 2024. This will be paid through PEA grants funds at the rate of \$29.00/hour each.

9.19: To approve 6 hours/each professional development for the following Paraprofessionals to complete PD on Inspiring Interactions: Exploring the Teacher's Role in Interest Areas in The Creative Curriculum for Preschool. This is outside of contractual hours and will be held on January 8, 2024 & January 9, 2024. This will be paid through PEA grants funds at the rate of \$20.00/hour each.

9.20: To approve 6 hours/each professional development for the following Paraprofessionals to complete PD on an Introduction to the Creative Curriculum for Preschool. This is outside of contractual hours and will be held on January 10, 2024 & January 11, 2024. This will be paid through PEA grants funds at the rate of \$20.00/hour each.

9.21: To approve 6 hours/each professional development for Donna Maulone, Paraprofessional, to complete PD on an Mathematics in The Creative Curriculum for Preschool. This is outside of contractual hours and will be held on January 23, 2024 & January 24, 2024. This will be paid through PEA grants funds at the rate of \$20.00/hour each.

9.22: Policies and Regulations -None

9.23: To approve the following Policies/Regulations on Second Reading: None

9.24: To approve the following fieldwork placements for the 2023-2024 school year:

School	Student	College/University	Cooperating Teacher	Dates
Shaner	Gabriella Blanco	Nova Southwestern University	Karen Fink	Jan 3-April 19, 2024
Shaner	Shania Strother	Stockton University	Natalie James	Jan 16-May 3, 2024
Shaner	Shania Strother	Stockton University	Natalie James	Fall 2024 (District start date) to 12-20-24
Shaner	Claudia Moyer	Stockton University	Kim Russomanno	Jan 16-May 3, 2024
Shaner	Claudia Moyer	Stockton University	Kim Russomanno	Fall 2024 (District start date) to 12-20-20-24
Hess	Stevie Unger	Stockton University	Kim Chait	Jan 16-May 3, 2024
Hess	Stevie Unger	Stockton University	Kim Chait	Fall 2024 (District start date) to 12-20-24
Davies	Victoria Hilley	Temple University	Tracy Hender	Jan 16 - April 26, 2024

9.25: To affirm the action taken as authorized by the Superintendent for all HIB investigations originally submitted to the Board at the November, 2023 meeting.

9.26: Motion by Mrs. Barr, seconded by Dr. Nelson, to approve Administration Committee Items 9.2 through 9.25 as recommended by the Superintendent.

ROLL CALL VOTE: All in favor #9.2 to #9.7 and #9.9 to #9.25: Dr. Cirino, Mrs. Jackson, Dr. Lihach, Mrs. Miller, Mrs. Poretto, Mr. Rogers, Dr. Nelson, and Mrs. Barr. (8-0-0)

Seven in favor #9.8: Dr. Cirino, Mrs. Jackson, Mrs. Miller, Mrs. Poretto, Mr. Rogers, Dr. Nelson, and Mrs. Barr. Abstain: Dr. Lihach. (7-0-1)

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

Dr. Nelson reported on the Finance/Operations Committee meeting held on December 5, 2023.

10.2: Informational Items

Purchase Orders for December

10.3: Board Secretary's Report - None

10.4: Report of Receipts and Expenditures - None

10.5: To approve budget transfers in the amount of \$2,945,833.00.

10.6: 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.

10.7: To approve bills and payroll in the amount of \$2,854,499.26 for the month of December.

10.8: To approve the following tuition contracts (sending) for the 2023-2024 school year.

District	Type	# of Students	School Year (time frame)	Cost (pro-rated as necessary)
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Burlington County - Mary A. Dobbins School District	Students with Disabilities	1	10/31/23 to 6/30/24 (145 days)	\$55,202.95 (\$380.71 per diem)
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10.9: To approve the following tuition contracts (receiving) for the 2023-2024 school year. - None

10.10: To approve professional development/travel for the 2023-2024 school year.

10.11: Retirement/Disposal of District Items - None

10.12: To approve the following contracts/agreements for the 2023-2024 school year.

1.	Innovative ABA
2.	Marie H. Katzenbach Specialized Evaluation Services for one student in the amount of \$2700 (no attachment)
3.	Interlocal Services Agreement for Solid Waste Services
4.	Interactive Kids

10.13: To approve the purchase of a Kubota Tractor with a rear backhoe and front bucket in the amount of \$46,088.90.

10.14: To approve to hone/grind/resurface and restore original Terrazzo floors at the Shaner School in the amount of \$21,806.00.

10.15: To approve a Network Upgrade at the Shaner School with CORE-BTS in the amount of \$140,736.32 (54% will be reimbursed through E-Rate.)

10.16: To approve the Interlocal Services Agreement with the Township of Hamilton for Solid Waste Services.

10.17: To revise the total amount approved for the Shaner Security Vestibule from \$124,400 to \$147,220 which was previously approved on September 20, 2023.

10.18: To approve submission of the ESEA Grant to incorporate prior year carryover.

10.19: To accept a donation from Barrette Outdoor Living of two Shop Rite gift cards in the amount of \$135 each to be distributed to two families in the community for the Thanksgiving holiday.

10.20: To approve club/activity trips for the 23-24 school year. Dates and times subject to change.

10.21: Use of Facilities - None

10.22: Motion by Dr. Nelson, seconded by Mr. Rogers, to approve Finance Committee Items 10.2 through 10.21.

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

11. CURRICULUM COMMITTEE (Curriculum) - Chairperson: Mrs. Ankrah

Dr. Lihach reported on the Curriculum Committee meeting held on December 5, 2023.

11.2: To approve the revised Curriculum for the 2023-2024 School year:

- George L. Hess Educational Complex
- Joseph C. Shaner School
- William Davies Middle School
- Grade K-8 Technology Curriculum
- Kindergarten PE Curriculum

11.3: To approve the following stipends for the 23-24 School Year:

Activity	School	Staff Member	Stipend Amount
Resilience Action Club	Davies	TBD	\$920.00

Casel Competencies Alignment Specialist	Davies	Michelle Giardino	12 hours/\$40.00/hour \$480.00
SIA-Funded Casel Competencies Professional Development (Providing PD for Staff)	Davies	TBD	12 hours/\$40.00/hour \$480.00
Grade Level Chair-Grade 5	Hess	Jane Flanagan/Jude Bruton	\$1600/Split

11.4: To approve payment to Meghan Hooper Jackson for 20 hours of professional development in the Resilience School Consortium and to be paid at the rate of \$29.00/hour.

11.5: To approve twelve (12) curriculum writers to assist with QSAC curriculum updates and to be paid at the rate of \$29.00/hour for a total of 20/hours each.

11.6: To approve the following interpreters on an as needed basis at the rate of \$40.00/hour:

- Maria Munoz - Shaner School - Spanish
- Rosario Calixtro - Davies School - Spanish
- Barbara Hernandez - Hess School - Spanish
- Valeria Moya - Shaner School - Spanish
- Megan Ferguson - Davies School - Spanish
- Jakeline Galarza - Shaner School - Spanish
- Glaris Rodriguez - Hess School - Spanish
- Mia Del Carmen Gonzalez Leonor - Shaner School - Spanish

11.7: Motion by Dr. Lihach, seconded by Dr. Nelson, to approve Instruction Committee item 11.2 to 11-6.

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

12. OLD BUSINESS - None

13. NEW BUSINESS - None

14. Public Comment - None

15. POSSIBLE EXECUTIVE SESSION - It was not necessary to enter into Executive Session.

16. ACTION MAY BE TAKEN AFTER EXECUTIVE SESSION - N/A

17. ADJOURNMENT

Motion by Dr. Nelson, seconded by Mr. Rogers, to adjourn the meeting.

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

The Hamilton Township Board of Education meeting adjourned at 6:55 p.m.

Respectfully submitted,

John J. Deserable
Interim Business Administrator