

**Minutes of the Regular Meeting
Hamilton Township Board of Education
July 20, 2022**

The Regular meeting of the Hamilton Township Board of Education was called to order at 6:00 p.m. in the William Davies Middle School Cafetorium by Nanci Barr, Board President

1. Roll Call

The following members answered Roll Call: Mrs. Ankrah, Dr. Lihach, Ms. Newman, Mrs. Poretto, Mr. Rogers (arrived 6:09 p.m.), and Mrs. Barr.

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

Absent: Mrs. Hassa, Mrs. Miller. and Dr. Nelson.

2. Executive Session

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
- Transportation

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.

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

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Dr. Lihach, Ms. Newman, Mrs. Poretto, and Mrs. Barr. (5-0-0)

The Board entered into Executive session at 6:02 p.m.

Mr. Rogers arrived at 6:09 p.m.

3. Reconvene Public Session

Motion by Mrs. Barr, seconded by Dr. Lihach to reconvene to the Public Session.

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Dr. Lihach, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr. (6-0-0)

The Board reconvened the Regular session of the meeting at 7:11 p.m.

3.1: 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. 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. Presentations

4.1: Student Safety Data Presentation

Given by: Darnell Williams, Supervisor of Special Projects

5. Public Comments - None

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

Mrs. Ankrah reported on the Administration Committee meeting held on July 13, 2022.

Motion by Mrs. Ankrah, seconded by Ms. Newman, to approve Administration Committee Items 6.2 through 6.24 as recommended by the Superintendent.

6.2: Job Descriptions - None

6.3: To approve the following resignations:

Name	Location	Position	Dated	
A	Laura Halter	Davies	Teacher	7/14/22; eff 7/1/22

6.4: Retirement: None.

6.5 Rescind Offer of Employment - None.

6.6: Leaves of Absences - None.

6.7: To approve the following position control updates:

Status	POC#	Position	Location	
A	Update	20-03-08 BLW	From ELA Teacher (Read 180) to Social Studies Teacher	Davies

6.8: To approve the following building transfers:

Name	Position	From	To	Effective Date
Marcelo Sanchez	Custodian	Davies	Hess	9/1/2022
Mark Miller	Custodian	Hess	Shaner	9/1/2022
Raquel Wilson	Custodian	Shaner	Hess	9/1/2022
Rafael Peynado	Custodian	Hess	Davies	9/1/2022
Octavio Jimenez	Custodian	Hess	Shaner	9/1/2022
David Jimenez	Custodian	Shaner	Hess	9/1/2022

6.9: To approve the following internal transfers:

Name	Location	Position From	Position To	Effective Date
Tara Yard	Davies	ELA Read 180 Teacher	ELA Grade 6 Teacher	9/1/2022

6.10: To approve new hires:

Name	Position	Location	Effective	Degree/Step	Salary	Replacement For/Reason
A	Chelsea Schulman	Special Ed Teacher	Hess	9/1/2022	BA/Step 4	\$56358 K. Downing/Resignation - Offer contingent upon issuance of NJ Teaching cert
B	Leidy Marin-Vargas	FT, 12-month Custodian	Davies	7/21/2022	Cust B/Step 6	\$38842 prorated D. Gray/Retirement
C	Samantha Dimartine	Food Svc Worker, 3 hr/day	Davies	9/1/2022	Food B/Step 1	\$8469 Y. Dennis/Internal move
D	Anna Marshall	Social Studies Teacher	Davies	9/1/2022	BA/Step 1	\$55458 Y. Yard/Internal move
E	John Thame	Social Studies Teacher	Davies	9/1/2022	BA/Step 1	\$55458 E. Pitman/Resignation - Offer contingent upon completion of 50 PPE hours
F	Kelly DiGirolamo	Librarian/Medial Specialist	Hess	9/1/2022	MA/Step 12	\$71184 K. Mulraney/Retirement - Offer contingent upon issuance of Library/Media Specialist Cert
G	Rosario Calixtro	Spanish Teacher	Davies	9/1/2022	BA/Step 7	\$58058 C. Swan/Resignation

6.11: To approve lateral movement for the 2022-23 SY:

Lateral Movement										
SY 2022-23										
EMPLOYEE	2021-22			2022-23			STATUS			
LAST NAME	FIRST NAME	SCHOOL	FT/PT	GUIDE	STEP	SALARY	GUIDE	STEP	SALARY	
Mansour	Nermin	Davies	FT	MA	6	\$60,091	MA+15	7	\$63,138	Complete
Adams	Kelley	Hess	FT	MA	11	\$64,788	MA+30	12	\$74,224	Complete
McGlynn	Kelly	Shaner	FT	BA+30	6	\$58,850	MA	7	\$61,861	Complete

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

Name	Position	Start Date	Previously Approved	
A	Chantel Bullock	Secretary	8/1/22	6/29/22
B	Ian Levine	Vice Principal	7/12/2022	6/29/22

6.13: To approve the following mentors for the 2022-23 school year:

- Rudy Hogan for Chimere Mitchell
- Kimberly Russomanno for Erin Jamison
- Natalie James for Ashley Smyth
- Andrea Russomanno for Jenna Murphy
- Laurie Derringer for Josephine Bellina

6.14: To approve the following Community Ed staff:

Name	Position	Rate per hour
Sarah Mack	Camp Counselor	\$20

6.15: To approve substitute rates for the 2022-23 school year.

Substitute Teacher Rates:

- NJ Substitute Certificate - \$105/day
- NJ Teaching Certificate - \$115/day
- Retired NJ Teacher (Retired +20 years) - \$125/day
- Long-term substitute rate - \$150/day starting on the 21st day in long-term assignment

Substitute Nurse - \$200/day

Substitute Para - \$85/day

Substitute Secretary - \$85/day

Substitute SRAO - \$150/day

Substitute Food Service Worker - \$15/hour

Substitute Custodian - \$15/hour

Substitute Maintenance - \$17.50/hour

6.16: To approve substitutes.

2022-2023 School Year					
BOARD APPROVED SUBSTITUTES					
07.20.2022					
Last Name	First Name	Position	Rate	Certification	Interview
Adams	Michelle	Sub para/teacher	\$85/\$105/day	sub cert	renewal
Aponte	Jenna	Sub para/sub teacher	\$85/day/\$105/day	sub cert	renewal
Borgos	MeryLee	Sub para	\$85/day	na	renewal
Brown	Denise	Sub Food Service	\$14/hour	na	renewal
Burns	Gary	sub teacher	\$125/day	ELA	renewal
Busby	Anthony	sub custodian	\$14/day	na	renewal
Cohen	Steven	sub teacher	\$115/day	Elem, ELA, TOSD	renewal
Christman	Laura	Sub Nurse	\$200/day	sub cert	renewal
Conley	Genera	sub teacher	\$115/day	English	renewal
Evans (Grohman)	Louann	Sub Teacher/sub para	\$115/\$85day	General Business Studies	renewal
Ficken	Rachel	Sub Para/sub teacher	\$85/\$105/day	sub cert	renewal
Gigliotti	Adella	sub food services	\$14/hr	na	renewal
Hewitt	Doreen	sub food services	\$14/hr	na	renewal
Higbee	Mary Lou	sub teacher	\$125/day	elem	renewal
Klimecke	Lisa	sub/teacher	\$115/day	social studies	renewal
Martin	Miriam	sub para/sub teacher	\$85/\$115/day	elem	renewal
McIntyre	Danielle	sub para/sub secretary	\$85/day	na	renewal
Michel	Carley	sub para/sub teacher	\$85/\$105/day	sub cert	renewal
Mischlich	Brook	Sub para/sub teacher	\$85/\$105/day	sub cert	renewal
Mounsey	Eucina	sub para/sub teacher	\$85/\$105/day	sub cert	renewal
Murphy	Kimberly	sub para/sub secretary	\$85/\$85/day	na	renewal
Panas	Kristia	sub para/teacher	\$85/\$105day	sub cert	renewal
Petrohoy	Jenna	sub para/sub teacher	\$85/\$115/day	elem	renewal
Pinto	Nicole	sub para/sub teacher	\$85/\$105/day	sub cert	renewal
Rodriguez	Diana	sub para	\$85/day	na	renewal
Romagnino	Jonathan	sub food services	\$14/hr	na	renewal
Sala	Sarah	sub para/sub teacher	\$85/\$105/day	sub cert	renewal
Snyder	William	sub teacher	\$115/day	principal ce	renewal
Swartz	Timothy	sub para/sub teacher	\$85/\$105/day	sub cert	renewal
Thomas	Tamarra	sub para/sub teacher	\$85/\$105day	sub cert	renewal
Weidlich	Marc	Sub Teacher	\$105/day	Sub cert	renewal
Belanger	Dave	sub custodian	\$14/hr	na	w/ Val Robinson
Risley	Karen	sub teacher	\$115/day	TOH	renewal
Foley	Bethany	sub teacher	\$115/day	elem	renewal
Highley	Donna	Sub Para	\$85/day	n/a	renewal
Scolpinos	Elizabeth	Sub Para	\$85/day	n/a	w/ Dana Kozak & Amanda Husta

6.17: Fieldwork/Internship/Volunteer Placements - None.

6.18: Homebound Instruction - None.

6.19: Revised Motion - To approve payment for Black Seal Licenses for the following individuals for the 2021-2022 school year in the amount of \$750.00/each. Previously approved at the May 18, 2022 meeting for the 2022-2023 school year.

- James Ryan
- Kurt Von Hess
- Tom Renzulli
- Maria Cowley
- Thelia McKiver
- Van Pearson
- Josie Martin
- David Jimenez
- Derrick Mixson
- Justin Jenkins
- Cliff Melder, Jr.

6.20: Revised Motion - To approve the Certified Pool Operator stipend payment to Ian Nelson in the amount of \$750.00 for the 2021-2022 school year. This was previously approved at the May 18, 2022 meeting for the 2022-2023 school year.

6.21: To approve Amanda Mitchell to provide nursing staff summer training in the amount of \$40.0/hour not to exceed 10 hours.

6.22: To approve the updated Summer 2022 Professional Development.

6.23: To approve Amanda Mitchell as the District's Lead Nurse for the 2022-2023 school year at the stipend amount of 1,292.00.

6.24: Affirm Action for all HIB Investigations from preceding month: None.

ROLL CALL VOTE: All in favor #6.2 through #6.11, #6.13 through #6.21, #6.23 and #6.24. Mrs. Ankrah, Dr. Lihach, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr. (6-0-0)

Five in favor #6.12 and #6.22: Mrs. Ankrah, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr. Abstain: Dr. Lihach (5-0-1)

7. Board Member Comments

Mrs. Barr congratulated the students being recognized on the June Superintendent's List. She also noted the great things happening with the summer programs this year.

Dr. Holmstrom introduced the new hires for the Wm. Davies School who were present at tonight's meeting.

8. Superintendent/Staff Reports

Dr. Zito updated the Board on various projects and events taking place throughout the summer.

He noted that National Night Out will be held on August 2, 2022 at Gaskill Park as well as the Hamilton Township Job Fair to take place on July 26, 2022 and August 17, 2022.

8.1: Informational Items

- Registration/Transfer Statistics for the Month of June, 2022
- Enrollment for the month of June, 2022
- Discipline Report for the month of June, 2022
- Davies Superintendent and Principal's Lists for the 3rd Trimester

8.2: Correspondence - None

8.3: Dates to Remember

- Wednesday, August 10, 2022 - (Goals/Optional Board Meeting if needed) at 5:00 p.m. - Davies Cafeteria
- Wednesday, August 17, 2021 - Board of Education Meeting - 6:00 p.m. (Executive Session) 7:00 p.m. (Regular Session) - Davies Cafeteria

9. Appointments

9.1: Motion by Mrs. Barr, seconded by Dr. Lihach, to approve the following signatories for the following accounts in Ocean First Bank for Hamilton Township School District:

<u>Account</u>	<u>Signatories</u>
* Hess Activity Account	Principal, 3 Vice Principals , Board Secretary (2 of 4 signatures)

*Previously approved for two Vice Principals.

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Dr. Lihach, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr. (6-0-0)

10. Approval of Minutes

10.1: Motion by Mrs. Barr, seconded by Mrs. Ankrah, to approve the Regular and Executive Session Minutes of the Special Meeting of June 28, 2022 and the Regular Meeting of June 29, 2022.

ROLL CALL VOTE: Four in favor minutes of June 28, 2022: Mrs. Ankrah, Ms. Newman, Mr. Rogers and Mrs. Barr. Abstain: Dr. Lihach and Mrs. Poretto (4-0-2)

All in favor minutes of June 29, 2022: Mrs. Ankrah, Dr. Lihach, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr. (6-0-0)

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

Dr. Lihach reported on the Instruction Committee meeting held on July 13, 2022.

11.1: Motion by Dr. Lihach, seconded by Mrs. Ankra, to approve Instruction Committee item #11.2.

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

Christina Gonzalez	Revised: Testing for Success/ELA (Previously approved on 6/29/22 for ESL)	Davies School
Nancy Aresenault	Student Council Club: adding 10 planning hours	Davies School

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Dr. Lihach, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr. (6-0-0)

12. Policy - Chairperson: Mrs. Newman

Mrs. Barr reported on the Policy Committee meeting held on July 12, 2022.

12.1: Motion by Mrs. Barr, seconded by Ms. Newman, to approve Policy Committee items 12.2 through 12.3.

12.2: To approve the following Policy on first reading.

	<u>Policy/Regulation#</u>	<u>Name</u>
a	3410	Compensation
b	3216	Dress and Grooming - Teaching Staff Members
c	5511	Dress and Grooming - Students
d	5410	Promotion and Retention

12.3: To approve the following Policies/Regulations on 2nd reading:

	<u>Policy/Regulation#</u>	<u>Name</u>
a.	Policy 1648.15	NEW - P 1648.15 - Recordkeeping for Healthcare Settings in School Buildings - COVID 19.pdf
b.	Policy #2415.04	Title I – District-Wide Parent and Family Engagement
c.	Policy #2415.50	Davies School Title I – School Parent and Family Engagement
d.	Policy #2451.51	Hess School - Title I – School Parent and Family Engagement
e.	Policy #2416.01	NEW - P 2416.01 Postnatal Accommodations for Students
f.	Policy #2417	Student Intervention and Referral Services
g.	Policy #3161	Examination for Cause (Teaching Staff)
h.	Policy #4161	Examination for Cause (Support Staff Members)
i.	Policy #5512	Harassment, Intimidation and Bullying
j.	Policy #7410	Maintenance and Repair
k.	Regulation #7410.01	Facilities Maintenance, Repair Scheduling, and Accounting
l.	Policy #8420	Emergency and Crisis Situations
m.	Policy #9320	Cooperation with Law Enforcement Agencies
n.	Regulation #9320	Cooperation with Law Enforcement Agencies
o.	Policy #2461	Special Education/Receiving Schools
p.	Regulation #2461.06	Special Education/Receiving Schools – Appropriately Certified and Licensed Staff
q.	Regulation #2461.09	R #2461.09 – Special Education/Receiving Schools – Statewide and District-Wide Assessment
r.	Regulation #2461.10	Regulation #2461.10 - Special Education/Receiving Schools – Full Educational Opportunity
s.	Regulation #2461.12	Special Education/Receiving Schools – Length of School Day and Academic Year
t.	Regulation #2461.14	Special Education/Receiving Schools – Amending Policies, Procedures, the Services Provided, or the Location of Facilities
u.	Regulation #2461.15	Special Education/Receiving Schools – Operation of an Extended Academic Year Program
v.	Regulation #2461.19	Special Education/Receiving Schools – Behavior Modification Program

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Dr. Lihach, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr (6-0-0)

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

Mr. Rogers reported on the Operations Committee meeting held on July 12, 2022.

13.1: Motion by Mr. Rogers, seconded by Ms. Newman, to approve Operations Committee Items 13.2 through 13.17.

13.2: Informational Items

- Interest for the Month of May, 2022
- Receipts for the Month of May, 2022
- Capital Reserve for the Month of May, 2022
- Rentals for the Month of May, 2022
- Miscellaneous Revenue for the Month of May, 2022
- Refunds for the Month of May, 2022
- Budget Summary Report for the Month of May, 2022
- Purchase Orders for the Month of June & July, 2022

13.3: To approve Board Secretary's Report for the Month of May, 2022.

13.4: To approve the Report of Receipts and Expenditures for the Month of May.

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

13.5: To approve budget transfers in the amount of \$286,324.26 for the 22/23 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 \$1,669,486.56 for the month of July and an additional amount of \$3,607,905.38 for June 30, 2022.

13.8: Additional Bill Payments between Meetings - None

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

District	Type	# of students	School Year (time frame)	Cost (prorated as necessary).
*Pineland Learning Center	Out of District	2	22-23 school year	180 days = \$59,400 each
Commission for the Blind	Educational Services	2	22-23 school year	\$2,200 each

* Previously approved for 210 days. Students will not be enrolled in ESY for 2022-2023.

13.10: Tuition Contracts - Receiving - None

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

13.12: Retirement/Disposal of District - None.

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

1. Preschool Education Program for Gateway Community Action Partnership
2. Teaching Strategies, LLC

13.14: To approve/accept the following Grants/Grant Funds and Awards:

1. To approve and submit the revised original Federal American Rescue Plan Elementary and Secondary School Emergency Relief (ARP-ESSER) Consolidated Grant Application, as per attached.
2. To accept the Federal FY2023 (school year 2022-2023) IDEA Grant Funds, as per attached.
3. To approve and submit the FY2023 (school year 2022-2023) IDEA Grant Budget Application, as per attached.
4. To approve the Revised Preschool Education Aid Budget for the School Year 22/23, as per attached.

13.15: To approve the 2022-2023 Head Start Preschool Budget as attached.

13.16: Club/Activity Trips - None.

13.17: To approve the following Use of Facilities requests:

Hamilton Twp. School District	7/14,7/28,8/23,8/24	NCI Training
Warren Dagrosa	weekly 7/13-8/17	Scuba Training
Hamilton Township PTA	8/8/2022	Meeting & PreK Orientation
Shaner School	10/6/2022	Family Night
Hamilton Twp. School District	7/19,7/20,7/26,7/27	ABA Classroom Management Training
Hess School Administration	8/23/2022	1st & 2nd Grade Orientation
Hamilton Twp. School District	7/27/2022	Job Fair
Hamilton Twp. School District	8/17/2022	Job Fair
Hamilton Twp. School District	8/29/2022	New Staff Orientation

ROLL CALL VOTE: All in favor: Mrs. Ankrah, Dr. Lihach, Ms. Newman, Mrs. Poretto, Mr. Rogers, and Mrs. Barr. (6-0-0)

14. Solicitor's Report

Amy Houck-Elco reported that she has had the opportunity to work with the Administration on District matters and contractual matters, as well as employee and student matters since the last meeting.

15. Old Business - None

16. New Business -

Mrs. Newman welcomed the new world language teacher.

17. Public Comment

Karl Kelchner introduced new hires for the Hess School.

18. Adjournment

Motion by Mrs. Barr, seconded by Mr. Rogers, to adjourn the meeting.

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

The Hamilton Township Board of Education meeting adjourned at 7:45 p.m.

Respectfully submitted,

Anne-Marie Fala
Business Administrator/Board Secretary