

Hammonton Board of Education
566 Old Forks Road, Hammonton, New Jersey
AGENDA
FEBRUARY 15, 2018

CALL TO ORDER President Mento presiding

EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, N.J.S.A. 10:4-12 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances exist;

NOW THEREFORE BE IT RESOLVED by the Board of Education of the Town of Hammonton in the County of Atlantic and State of New Jersey, as follows: The public shall be excluded from discussion on the actions upon the hereinafter specified subject matter: Personnel matters, contracts/litigations, negotiations, matters of attorney/client privilege. Any discussion held by the Board which need not remain confidential, will be made public as soon as is practicable. Minutes of the executive session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene to public session at the conclusion of the executive session. This Resolution shall become effective immediately.

Motion: _____ Second: _____ Time: _____

CLOSE EXECUTIVE SESSION

Motion: _____ Second: _____ Time: _____

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OPEN PUBLIC MEETINGS STATEMENT

“The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend any meetings of public bodies at which their interests may be discussed or acted upon. In accordance with the provisions of this Act, the Hammonton Board of Education has caused notice of this meeting to be published by having the date, time, purpose and place thereof published in The Hammonton Gazette on February 7, 2018, and The Press of Atlantic City on February 8, 2018, and mailed to The Hammonton News; and posted on authorized premises.”

OATH OF OFFICE

Mr. Will Donio issued the Oath of Office to Mr. John Thomas,
Folsom Representative

ROLL CALL

Mr. Thomas Attanasi
Mrs. Barbara Berenato
Mrs. Linda Byrnes
Mrs. Kelli Fallon
Mr. John Lyons
Mr. Al Pangia
Mrs. Linda Sacco
Mr. Raymond Scipione
Mr. John Thomas
Mr. Sal Velardi
Mr. Sam Mento III

It is noted for the record that the representative from the Folsom Board of Education is precluded from voting, under the constraints of N.J.S.A. 18A:38-8.1 and .2.

FLAG SALUTE

PRESENTATIONS

➤ Teachers of the Year	
High School	Stacy Gerst
Middle School	Stephen Adirzone
Warren E. Sooy Elementary School	Amy Clauhs
Early Childhood Education Center	Ginny Hiltwine

COMMITTEE REPORTS

PUBLIC COMMENT

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FINANCE #1 through #23

1. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the Board Minutes of January 18, 2018 (Open & Closed Sessions). **Exhibit A**
2. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education ratify the purchase order lists for January 2018 in the amount of \$519,231.80. **Exhibit B**
3. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the bill list for February 2018 in the amount of \$896,315.46. **Exhibit C**
4. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education ratify the check lists for January and February 2018 in the amount of \$509,401.37. **Exhibit D**
5. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education ratify the January 2018 payroll in the amount of \$3,172,514.23. **Exhibit E**
6. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education ratify the January 2018 General Fund and Special Revenue Fund Expense Account Adjustments which include Appropriation Transfers. **Exhibit F**
7. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education certify that, as of January 2018; no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10(c)3, and, pursuant to N.J.A.C. 6A:23A-16.10(c)4, accept the Board Secretary's Report and the Treasurer's Report prepared by the Assistant Business Administrator. **Exhibit G**
8. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education designate Capital Bank as the Financial Depository and authorize the following Signatories:
 - Payroll, General, Payroll Agency, UC Trust Fund, Capital Improvement, Difference Plan, Medical Dependant – (3) Superintendent, Board President and Business Administrator
 - ECEC - Student Activities - (2) Building Principal, Superintendent
 - WES – Student Activities – (2) Superintendent, and Building Principal or WES Assistant Principal
 - Middle School – Student Activities – (2) Superintendent, Building Principal
 - Memorial Accounts and HS Student Activities – (2) Building Principal or Superintendent and Superintendent Secretary or Building Principal Secretary
 - Food Service – (2) Food Service Supervisor, Business Administrator
 - Latchkey – (2) Business Administrator and WES or ECEC Principal
 - High School Athletics – (3) Superintendent, Athletic Director, Building Principal
 - Middle School Athletics – (2) Building Principal, Athletic Director

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9. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education ratify the January 2018 Food Service expense list, bank reconciliation, accounts receivable as prepared by the Food Service Director. **Exhibit H**
10. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the 2018-2019 tuitions costs for sending districts.
11. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education ratify DEC Electric Change Order No. E-2 for lighting in Gym A and Gym B at the High School as per attached **Exhibit I**

Amend DEC Electric Contract	\$455,447.20
Change Order No. E-2	<u>0</u>
Amend DEC Electric Contract	\$455,447.20

12. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education ratify Joseph Porretta Builders Change Order No. G-2 for Kitchen Renovations at the Middle School as per attached **Exhibit J**

Original Joseph Porretta Builders Contract	\$479,554.59
<i>(Including Change Order G-1)</i>	
Change Order No. G-2	<u>856.75</u>
Amend Joseph Porretta Builders Contract	\$480,411.34

13. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education ratify Joseph Porretta Builders Change Order No. G-3 for Kitchen Renovations at the Middle School as per attached **Exhibit K**

Original Joseph Porretta Builders Contract	\$480,411.34
<i>(Including Change Order G-1 and G-2)</i>	
Change Order No. G-3	<u>2,540.00</u>
Amend Joseph Porretta Builders Contract	\$482,951.34

14. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve to enter into a Technology Partnership Agreement for a Joint Purchasing System with Trenton Board of Education. **Exhibit L**
15. **Resolution No. 18 02 R (W):** Resolved by the Hammonton Board of Education ratify a tuition contract between Waterford Board of Education and Hammonton Board of Education for school year 2017-2018 for SD in the amount of \$12,717.76. Income to the District.
16. **Resolution No. 18 02 R (W):** Resolved by the Hammonton Board of Education approve to dispose of leg press from the high school weight room which is antiquated and parts are no longer available.

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17. **Resolution No. 18 02 R:** Resolved that the Hammonton Board of Education ratify the January 2018 Latchkey Program Bank Reconciliation. **Exhibit M**
18. **Resolution No. 18 02 R:** Resolved that the Hammonton Board of Education ratify the purchase and loaning of textbooks/workbooks to St. Joseph Elementary School. These textbooks/workbooks will be purchased through Non-Public Textbook State Aid Funding. (Copy of the purchase orders are in the district office for your perusal).
19. **Resolution No. 18 02 R:** Resolved that the Hammonton Board of Education ratify the Preferred Home Health Care & Nursing Services, Inc agreement in the amount of \$35 per hour for LPN and \$45 per hour for RN for student ID #910744 commencing November 1, 2017 to June 30, 2018.
20. **Resolution No. 18 02 R:** Resolved that the Hammonton Board of Education ratify the Princeton Health Care System agreement for provision of onsite education instruction services in the amount of \$65 per hour for student ID #47811 commencing January 3, 2018 through January 23, 2018.
21. **Resolution No. 18 02 R:** Resolved by the Hammonton Board of Education approve the request for bedside instruction for student ID #912969 at Hampton Behavioral Health Center at a cost of \$35.00/hr.
22. **Resolution No. 18 02 R:** Resolved by the Hammonton Board of Education ratify the out-of-district placement for Student ID #914507 at Creative Achievement Academy, LLC for 2017-2018 school year amount of \$272.00 per diem for a total cost of \$27,744.00 commencing January 16, 2018. This is a new placement.
23. **Resolution No. 18 02 R:** Resolved by the Hammonton Board of Education approve to dispose of 4 chairs and 2 CD listening centers that are broken located in the elementary school.

Motion: _____ Second: _____

PERSONNEL #24 through #39

It is hereby noted for the record that all Personnel recommendations are drawn with the Superintendent's recommendation for approval.

24. **Resolution No. 18 02 R:** Resolved that the Hammonton Board of Education approve a letter of resignation from **Martha Cartas**, district bus driver and substitute custodian, effective February 2, 2018.
25. **Resolution No. 18 02 R:** Resolved that the Hammonton Board of Education approve an unpaid medical leave of absence for **Sarah Wood**, district bus driver, from January 25 to February 12, 2018.

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26. **Resolution No. 18 02 R:** Resolved that the Hammonton Board of Education approve an unpaid medical leave of absence for **Joseph Campanella**, district bus driver, from February 2 to March 5, 2018.
27. **Resolution No. 18 02 R:** Resolved that the Hammonton Board of Education approve an unpaid medical leave of absence for **Consuelo Bernal Barniskis**, early childhood center part-time bilingual aide, from February 27 to March 2, 2018.
28. **Resolution No. 18 02 R:** Resolved that the Hammonton Board of Education approve **Nichollette Jones**, a student from Camden County College, to perform 15-hour field experience in the elementary school.
29. **Resolution No. 18 02 R:** Resolved that the Hammonton Board of Education ratify an amendment to the FY 17-18 Preschool Education Aid Grant due to staffing changes and reallocation of budgeted funds as per attached **Exhibit N**.
30. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve an unpaid New Jersey Family Leave of Absence for **Shea Tower**, middle school teacher, from April 17 to May 31, 2018. (Note: she will be applying for family leave insurance)
31. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve an unpaid personal leave of absence for **Patricia Chiofalo**, middle school part-time instructional aide, from January 29 to February 13, 2018.
32. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the revision of the ESSA FY 18 application including FY17 carryover due to personnel changes as per attached **Exhibit O**.
33. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the restructure of the website and communication personnel for the district to be ADA compliant for the 2018-2019 school year as per attached **Exhibit P**.
34. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve an additional \$1750 for **Matthew Arena** to begin the reconstruction process to be ADA compliant.
35. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the correct step for the following personnel for the high school winter coaching stipend as per attached **Exhibit Q**.
36. **Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the following personnel for the high school spring coaches stipends for the 2017-2018 school year as per attached **Exhibit R**.

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- 37. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the following personnel for the middle school winter coaching stipend as per attached **Exhibit S**.
- 38. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the following personnel pending receipt of all necessary paperwork (current substitute pay schedule approved by the Board December 10, 2015: Regular County Substitute Certificate - \$90.00 per day, Regular Standard State Teaching Certificate - \$100.00 per day; substitute nurse pay schedule approved by the Board May 9, 2013: School Nurse - \$200.00 per day):

Kelly Robinson – high school part-time bilingual aide effective February 20, 2018
Exhibit T

Michael Brown – district (replacement C.H.) part-time custodian effective February 16, 2018 **Exhibit U**

George Sheary – district bus driver effective February 20, 2018 **Exhibit V**

Substitute teacher(s) who have a teaching certificate:

Alexis Champion

Substitute teacher(s) who have a New Jersey substitute certificate:

Shari Grincer

Substitute teacher(s) pending a New Jersey substitute certificate:

Jonathan McCarthy
Jaclyn Baldi
Christopher Salvatore

Substitute cafeteria aide(s) and substitute hall monitor(s) - \$11.80/hr:

Donald Midure

Substitute hall monitor(s) - \$11.80/hr:

Robin Smith

Substitute bus aide(s) - \$11.80/hr

Louis Girard

Substitute bus driver(s) - \$15.00/hr

Agnieszka Schleyer

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- 39. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the renewal of a New Jersey substitute certificate for **Heather Fackelman**.

Motion: _____ Second: _____

PROGRAMS/STUDENTS/MISCELLANEOUS #40 through #53

- 40. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education ratify the board resolution and the 2018-2019 Annual Update to 2017-2020 Three Year Preschool Program Plan as per attached **Exhibit W**.
- 41. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the submission of an amendment to the ESSA FY18 Title I application as per attached **Exhibit X**.
- 42. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the submission of an amendment to the FY18 Perkins Grant to reallocate funds between budgeted accounts.
- 43. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the additional funding for Chapter 192/193 in the amount of \$7,483.
- 44. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve a new high school Spanish course named Spanish for Heritage Speakers I and II which will offer a Spanish course designed for native speakers.
- 45. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve a parent waiver of a Board of Education hearing for a high school student (A.Z.)
- 46. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education affirm the Superintendent's HIB recommendation as discussed at the prior month's meeting.
- 47. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the 2nd reading and deletion of the following policy:
- P-6161.3 Instructional Program – Complaints Regarding No Child Left Behind Programs
- 48. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the following policies for 2nd reading and adoption:

P-4112.8 Instructional Personnel – Nepotism
P-4212.8 Support Personnel – Nepotism

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- 49. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve the 1st reading of the following policy: **Exhibit Y**

P-6142.19 Instructional Program – ADA Compliant Website

- 50. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve a request from the Woman's Civic Club of Hammonton to waive the use of facilities/custodial fees for the use of the middle school field hockey field on March 24, 2018 (rain date March 25, 2018).
- 51. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve a request from the Sunshine Foundation to waive the use of facilities/custodial fees for the use of the elementary school on March 17, 2018.
- 52. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education approve a request from Mike Galletta to waive the use of facilities fees for the flag football game being held at the middle school on November 22, 2018.
- 53. Resolution No. 18 02 R (W):** Resolved that the Hammonton Board of Education ratify the following Use of Facilities Requests, which were approved subject to receipt of all necessary documentation and reviewed by the Risk Management Consultant, who has approved all Certificates of Insurance unless noted otherwise:

1. ECEC/ELEMENTARY SCHOOL

a. Classroom/Cafeteria/Gym

- (1) Sunshine Foundation, Roslyn Watson, Lunch with the Easter Bunny, Saturday, March 17, 2018; 9:00 am to 1:00 pm

b. Parking Lot

- (1) National Night Out/Hammonton Police Department, Tricia Donio/Mark Fiorentino, National Night Out; Friday, August 10, 2018; 5:00 to 10:00 pm

2. MIDDLE SCHOOL

a. Fields

- (1) Hammonton Woman's Civic Club, Sue Fognano, Easter Egg Hunt, Saturday, March 24, 2018; 12:00 NOON to 3:30 pm (Rain Date March 25)
- (2) Hammonton Little League, David Cappuccio, Baseball/Softball/Teeball, March 1 to June 30, 2018, Monday to Friday, after school until dark; Saturday and Sunday, 8:00 am to 3:00 pm
- (3) HYSA/TOH, Paul Massey, Spring Soccer, Monday to Friday, February 19 to June 17, 2018; 5:30 to 9:00 pm

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3. HIGH SCHOOL

a. PAC

- (1) High School Student Council, Tom Boyd, Meeting, Wednesday, January 17, 2018 and Monday, January 29, 2018; 2:07 to 3:00 pm
- (2) Dance Magic, Dawn Baldwin, Holiday Show, Saturday, December 15, 2018; time and rehearsal dates to be determined
- (3) High School Senior Class, Judy Shaner, Mr. Hammonton, Monday, Wednesday, Thursday and Friday, 6:00 to 11:00 pm

b. Gym

- (1) High School Student Council, Tom Boyd, Pep Rally, Thursday, February 15, 2018; 1:00 to 2:00 pm
- (2) High School Guidance Office, Anna Warburton, ASVAB Testing, Monday, January 29, 2018; 7:00 to 11:00 am
- (3) High School Baseball, Gregg Silvesti, Dodgeball Fundraiser, Thursday, March 1, 2018; 4:00 to 9:00 pm
- (4) High School National Honor Society, Myra Doughty, Dance, Friday, April 13, 2018; 5:30 to 9:00 pm

c. Library

- (1) Hammonton Education Foundation, Frank Rudnesky, Monthly Meeting, Tuesday, January 16, 2018; 6:45 to 8:30 pm

d. Cafeteria

- (1) High School Key Club, Samantha Curry, Blood Drive Sign Ups, Thursday to Thursday, February 8 to 15, 2018; 10:00 am to 1:30 pm

e. Parking Lot

- (1) National Night Out/Hammonton Police Department, Tricia Donio/Mark Fiorentino, National Night Out; Friday, August 10, 2018; 5:00 to 10:00 pm

f. Fields

- (1) HYSA/TOH, Paul Massey, Spring Soccer, Monday to Friday, February 19 to June 17, 2018; 5:30 to 9:00 pm

Motion: _____ Second: _____

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PUBLIC COMMENT

INFORMATION

Assistant Superintendent's Report
November 2017 School Monies
December 2017 School Monies
December 2017 School Suspensions
January 2018 School Nurse
February 2018 School Calendar

ADJOURNMENT

Motion: _____ Second: _____ Time: _____