

EASTAMPTON TOWNSHIP BOARD OF EDUCATION

Meeting Minutes

Tuesday, February 27, 2024

REGULAR MEETING CALLED TO ORDER BY BOARD PRESIDENT (7:00 P.M.)

FLAG SALUTE

PUBLIC ANNOUNCEMENT: In compliance with the Open Public Meeting Law, adequate public notice of this meeting has been given by the Business Administrator in the following manner:

- A. Posted written notice on the official bulletin board at the Eastampton Community School on January 31, 2024.
- B. Mailed written notice to the *Burlington County Times* and the *Courier Post* on February 5, 2024.
- C. Filed written notice with the Clerk of Eastampton Township on January 31, 2024.
- D. Posted official notice on the district's website.
- E. Mailed written notice to each person who has requested copies of the regular meeting schedule and who has prepaid any charges fixed for such service.

ROLL CALL:

Board Member	Present	Absent	Late Arrival Time
Kerry Douglas, Board President	X		
Florencia Norton, Vice President	X		
Edward Besko	X		
Edward Hill	X		
Walter Maluchnik	X		
Stephanie McHugh		X	
Jamie Smith	X		

- ☒ Ambrose F. Duckett, III, Superintendent of Schools
- ☒ Ashlee Caldwell, DBA, School Business Administrator/Board Secretary

FIRE EXITS

PUBLIC PARTICIPATION (AGENDA ITEMS ONLY)

All meetings must be open to the public at all times except for those meetings at which certain excepted matters are discussed. However, the right of the public to be present at the meeting should not be confused with public participation. The public body retains the right to permit, regulate or prohibit active participation of the public at any meeting. (N.J.S.A. 10:4-12 (a)).

This meeting will now be open to the public; however, if your questions or comments pertain to litigation, students, personnel or negotiations, we ask that you see the Superintendent after the meeting since we do not discuss these items in public.

-No participants.

APPROVAL OF MINUTES: (23-24-66)

January 23, 2024 (Regular and Executive Sessions)

January 29, 2024 (Executive Session)

Roll Call

Board Member	Motion	Second	Yes	No	Abstain	Absent
Kerry Douglas, Board President	X		X			
Florencia Norton, Vice President			X		Jan 29 th Minutes	
Edward Besko			X			
Edward Hill		X	X			
Walter Maluchnik			X			
Stephanie McHugh						X
Jamie Smith			X			

☒ Motion Carries

☐ Motion Fails

-Dr. Caldwell noted a correction to Personnel Item A.1. as reflected in the minutes.

PRESENTATIONS:

A. Student Recognitions – Mr. Duckett, Superintendent/Principal

- The following students were recognized as Student of the Month:
December
6th - Inaaya Razak
7th - Jordyn Wright (present)
8th - Isidora Amador
- Mr. Duckett congratulated Dr. Ashlee Caldwell on earning her [Doctor of Business Administration] degree.

SUPERINTENDENT’S REPORT: (Ambrose F. Duckett, III, Superintendent/Principal)

A. Information Item(s):

- 1) HIB Report dated February 22, 2024 (23-24-67)
- 2) Liaison Reports
- ~~3) Board Goals (23-24-68)~~

B. Action Item(s):

- 1) Recommend the Board approve the action item(s) on the HIB Report dated February 22, 2024 as initially presented at the January 23, 2024 meeting. (23-24-67)

-Mr. Duckett reported the HIB report and noted the district is working with NJ4S (through a grant) on remediation and restorative practices to address behavior issues.

-Mr. Duckett tabled the board goals; they will be presented next month.

-Mr. Besko reported the Liaison Report; the township is conducting street repairs, working with Westampton Township on a street sweeping shared services agreement, and upgrading Hollyville Park through grants.

Roll Call on Action Item(s)

Board Member	Motion	Second	Yes	No	Abstain	Absent
Kerry Douglas, Board President	X		X			
Florencia Norton, Vice President			X			
Edward Besko			X			

Edward Hill			X			
Walter Maluchnik		X	X			
Stephanie McHugh						X
Jamie Smith			X			

☒ Motion Carries

☐ Motion Fails

FINANCE: (Jamie Smith, Chairperson)

A. Information Item(s):

- 1) 2024 Disclosure Forms – Reminder: due April 30, 2024
- 2) Updated Budget Calendar **(23-24-69)**

B. Action Item(s):

- 1) Recommend the Board approve the following payrolls:
 - a. January 30, 2024 - \$297,467.77
 - b. February 15, 2024 - \$309,012.98
- 2) Recommend the Board approve the following invoices for payment: **(23-24-70)**
 - a. Regular Bills: \$ 1,170,945.66 (includes bond payment of \$706,395.55)
- 3) Recommend the Board approve Line Item Transfers dated December 31, 2023. **(23-24-71)**
- 4) Recommend the Board approve the Treasurer's Report dated December 31, 2023. **(23-24-72)**
- 5) Recommend the Board approve the Board Secretary's Report dated December 31, 2023. **(23-24-73)**
- 6) Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, we certify that as of December 31, 2023 after review of the Secretary's monthly financial reports (appropriations section) and upon consultation with appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year. It is also certified that the Board Secretary's report matches the Treasurer's Report. *Citations are subject to change due to periodic amendments, new rules, repeals. Figures subject to final audit.

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, I certify that as of December 31, 2023 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the District Board of Education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8-1. *Citations are subject to change due to periodic amendments, new rules, and repeals. Figures subject to final audit.

- 7) Recommend the Board approve the following Cafeteria expenses:

1/4/2024	1609	VOID	
1/18/2024	1610	NUTRI-SERVE FOOD MANAGEMENT (MONTH ENDING: 12/31/2023)	(\$15,030.44)
2/7/2024	1611	Jazmin Pickering (Return of Café funds for GC Acct.)	(\$41.80)
2/8/2024	1612	VOID	

2/8/2024	1613	Smart Care Equipment Inv# 10749853	(\$1,977.11)
2/8/2024	1614	Smart Care Equipment Inv# 10744012	(\$1,416.59)
2/20/2024	1615	NUTRI-SERVE FOOD MANAGEMENT (MONTH ENDING: 1/31/2024)	(\$20,020.77)

- 8) Recommend the Board approve the attached Student Activity expenses. **(23-24-74)**
- 9) Recommend the Board approve the attached request for professional development. **(23-24-75)**
- 10) Recommend the Board approve the following 2023-2024 Out-of-District placements:

Placement	Student(s)	Tuition per Student	1:1 Aide	1:1 Nurse (est)
Hampton Academy	LJ	\$24,659.91 (69 days at \$357.39 per day)	-	-

- 11) Recommend the Board approve the online submission of the Fiscal Year 2021-2022 ARP-HCY grant amendment and accept the additional awarded funds:

	<u>2021-2022</u>
ARP-HCY	\$ 325

- 12) Recommend the Board approve the online submission of the Fiscal Year 2023-2024 IDEA grant amendment and accept the following carryover funds:

	<u>2023-2024</u>
IDEA Basic Nonpublic	\$ 614
IDEA Pre-School	\$ 204

- 13) Recommend the Board approve the online submission of the Fiscal Year 2023-2024 ESEA grant amendment and accept the following carryover funds:

	<u>2023-2024</u>
Title I-A	\$ 7,993
Title I SIA	\$ 12,529
Title II-A Nonpublic	\$ 617
Title II-A	\$ 2,271
Title IV Nonpublic	\$ 673
Title IV	\$ 2,477

- 14) Recommend the Board approve participation in Rowan University's Education Expo, taking place on Tuesday, April 16, 2024 to begin the 2024-2025 recruitment process. Cost not to exceed \$350. Title II funds will be used to support the expense.
- 15) Recommend the Board approve and accept the funding allocations from the FY2024 Emergent and Capital Maintenance Needs Grant Program in the amount of \$13,964. The funds will be used to remove and replace the pumps in the outdoor septic lift station.
- 16) Recommend the Board approve the rate sheet amendment to the contract with Delta-T Group, for the 2023-2024 school year to provide custodial staffing effective February 12, 2024. **(23-24-76)**
- 17) Recommend the Board authorize the School Business Administrator to use the Competitive Contracting process in the procurement of specialized services for Food Services Management

Company, Behavioral Consultation Services, Occupational Therapy Services, and Custodial Services in accordance with 18A:18A-4.1.

- 18) Recommend the Board approve the following National Cooperative Purchasing Alliance (NCPA) Omnia Partners Purchasing resolution:

THEREFORE, BE IT RESOLVED, the Board of Education calls for a resolution to authorize participation in the National Cooperative Purchasing Alliance (NCPA) Omnia Partners, a National Cooperative Purchasing Program. Participation, through membership and utilization of competitively bid and awarded vendor contracts in a cooperative purchasing program specializing in the management of high quality cooperative procurement solutions will be beneficial to the taxpayers through the anticipated savings to be realized by such entity listed above.

Roll Call on Action Item(s)

Board Member	Motion	Second	Yes	No	Abstain	Absent
Kerry Douglas, Board President			X			
Florencia Norton, Vice President			X			
Edward Besko		X	X			
Edward Hill			X			
Walter Maluchnik			X			
Stephanie McHugh						X
Jamie Smith	X		X			

☒ Motion Carries

☐ Motion Fails

PERSONNEL: (Walter Maluchnik, Chairperson)

A. Action Item(s):

- 1) Recommend the Board approve a maternity leave of absence for teacher Jordan Pintinalli starting approximately May 16, 2024 with an expected return date of November 25, 2024.
- 2) Recommend the Board approve Ray A. Robinson, Jr. as Title IX Officer.
- 3) Recommend the Board approve Matthew Carney as AHERA Coordinator, PEOSHA Coordinator, Asbestos/AHERA Management Officer, Right to Know Officer, Integrated Pest Management Coordinator. There is no additional cost to the district.
- 4) Recommend the Board approve an increase in the daily rate for substitute teacher, Mariela Sarceno, from \$125 to \$175 per day retroactive to February 1, 2024 for increased duties as a long term maternity leave substitute teacher and Spanish teacher.
- 5) Recommend the Board accept the resignation of teacher, Madison Hughes, whose last day with the district will be April 19, 2024.
- 6) Recommend the Board accept the resignation of recess aide, Melissa Dale, whose last day with the district will be March 1, 2024.

- 7) Recommend the Board approve the employment of the following candidate as a district substitute teacher effective February 28, 2024, pending completion of paperwork:

Elizabeth Ando

Roll Call on Action Item(s)

Board Member	Motion	Second	Yes	No	Abstain	Absent
Kerry Douglas, Board President			X			
Florencia Norton, Vice President			X			
Edward Besko			X			
Edward Hill		X	X			
Walter Maluchnik	X		X			
Stephanie McHugh						X
Jamie Smith			X			

☒ Motion Carries

☐ Motion Fails

CURRICULUM: (Edward Hill, Chairperson)

A. Action Item(s):

- 1) Recommend the Board approve the following field trips:

Date	Students	Destination	Time	Chaperones
4/12/24	7 th & 8 th Grades	Battle of the Books Competition	8:15 am – 3:00 pm	2 Staff
4/23/24	5 th & 6 th Grades	Battle of the Books Competition	8:15 am – 3:00 pm	2 Staff
5/22/24	Kindergarten	Please Touch Museum, Philadelphia	8:45 am – 2:00 pm	5 Staff/TBD Parents
5/23/24	1 st Grade	Philadelphia Zoo	8:15 am – 2:00 pm	6 staff/32 parents
4/10/24	3 rd Grade	Adventure Aquarium	8:45 am – 2:00 pm	7 staff/9 parents
6/11/24	2 nd Grade	The Franklin Institute	8:45 am – 1:30 pm	6 staff/30 parents
6/6/24	5 th Grade Band	SJ Elementary Band Festival at RVRHS	8:45 am – 1:30 pm	2 staff/5 parents
6/14/24	5 th Grade	The Franklin Institute	9:00 am – 2:00 pm	6 staff/12 parents

Roll Call on Action Item(s)

Board Member	Motion	Second	Yes	No	Abstain	Absent
Kerry Douglas, Board President			X			
Florencia Norton, Vice President			X			
Edward Besko		X	X			
Edward Hill	X		X			
Walter Maluchnik			X			
Stephanie McHugh						X
Jamie Smith			X			

☒ Motion Carries

☐ Motion Fails

PUBLIC PARTICIPATION:

All meetings must be open to the public at all times except for those meetings at which certain excepted matters are discussed. However, the right of the public to be present at the meeting should not be confused with public participation. The public body retains the right to permit, regulate or prohibit active participation of the public at any meeting. (N.J.S.A. 10:4-12 (a)).

-No participants.

ADJOURNMENT TO EXECUTIVE SESSION (7:15 P.M.):

Motion	Second	All in Favor	All Opposed
Kerry Douglas	Walter Maluchnik	Yes	

☒ Motion Carries

☐ Motion Fails

**Eastampton Township Board of Education
Resolution 2023-2024
Authorizing Executive Session**

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a public meeting, and

WHEREAS, the Board of Education of the Eastampton Township School District has deemed it necessary to go into closed session to discuss certain matters which are exempted from the public; and

WHEREAS, the regular meeting of this Board of Education will reconvene at the conclusion of closed session, at approximately 7:41pm this evening.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Eastampton Township School District will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

 X Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public;

 Any matter in which the release of information would impair a right to receive funds from the federal government;

 Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy;

 Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body (Specify contract:);

 Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

 Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

 Any investigations of violations or possible violations of the law;

_____ Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer. Under certain circumstances, if public disclosure of the matter would have a potentially negative impact on the Board's position in the litigation or negotiation, this information may be withheld until such time that the matter is concluded or the circumstances no longer present a potential impact);

 X Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective employee or employee employed or appointed by the Board, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting;

_____ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

BE IT FURTHER RESOLVED that the Eastampton Township Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Eastampton Township Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

RETURN TO OPEN SESSION (7:41 P.M.):

Motion	Second	All in Favor	All Opposed
Kerry Douglas	Edward Besko	Yes	

☒ Motion Carries

☐ Motion Fails

ADJOURNMENT:

With no further business to discuss, the Board meeting was adjourned at 7:41 pm.

Motion	Second	All in Favor	All Opposed
Kerry Douglas	Florencia Norton	Yes	

☒ Motion Carries

☐ Motion Fails

Respectfully submitted,

Dr. Ashlee Caldwell

Dr. Ashlee Caldwell
School Business Administrator/Board Secretary