

# EASTAMPTON TOWNSHIP BOARD OF EDUCATION

## Meeting Minutes

Tuesday, May 16, 2023

The Special Meeting of the Eastampton Township Board of Education was called to order at 7:00 pm by Kerry Douglas, Board President.

### **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 4, 2023
- B. Mailed written notice to the *Burlington County Times* and the *Courier Post* on January 9, 2023.
- C. Filed written notice with the Clerk of Eastampton Township on January 5, 2023
- 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, President         | X       |        |                   |
| Florencia Norton, Vice President | X       |        |                   |
| Kyle Aaronson                    |         | X      |                   |
| Edward Besko                     | X       |        |                   |
| Len DiGiacomo                    | X       |        |                   |
| Edward Hill                      |         | X      |                   |
| Walter Maluchnik                 | X       |        |                   |

Ambrose F. Duckett, III, Superintendent of Schools

Ashlee Caldwell, 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.

-None.

## **APPROVAL OF MINUTES: (22-23-87)**

April 25, 2023 (Regular Session)

### **Roll Call**

| Board Member                     | Motion | Second | Yes | No | Abstain | Absent |
|----------------------------------|--------|--------|-----|----|---------|--------|
| Kerry Douglas, President         | X      |        | X   |    |         |        |
| Florencia Norton, Vice President |        |        | X   |    |         |        |
| Kyle Aaronson                    |        |        |     |    |         | X      |
| Edward Besko                     |        | X      | X   |    |         |        |
| Len DiGiacomo                    |        |        | X   |    |         |        |
| Edward Hill                      |        |        |     |    |         | X      |
| Walter Maluchnik                 |        |        | X   |    |         |        |

☒ Motion Carries

☐ Motion Fails

-Mr. DiGiacomo noted corrections he requested to be made to the minutes. Ms. Caldwell responded that the corrections were made.

## **PRESENTATIONS:**

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

The following students were recognized as Student of the Month:

March

6th - Olivia Jecen (present)

7th - Katie Douglas (present)

8th - Hannah Betanzos (present)

April

6th - Naheim Wilson (present)

7th - Keira Kreig (present)

8th - Gabe Sibai (present)

## **SUPERINTENDENT'S REPORT: (Ambrose F. Duckett, III, Superintendent/Principal)**

### **A. Information Item(s):**

1) HIB Report dated May 10, 2023 **(22-23-88)**

2) HIB Grades Report for 2021-2022 **(22-23-89)**

3) Liaison Reports

-Mr. Duckett reported the six HIB reports; Mr. Duckett is hoping for improvement in May and June. The district has implemented norms and StopIt will be used next year.

-Len DiGiacomo asked if any cases were fast tracked.

-Mr. Duckett responded no.

Mr. Duckett reported that the district scored 75 of 78 on our HIB Grade Report, which shows reports were completed on time. This is one of the highest percentiles in the state.

-Kerry Douglas reported the Liaison Report; the township meeting was 5/8/23 and the next one is 5/22/23. A new playground will be installed at Hollyville Park.

-Len DiGiacomo, as NJSBA Delegate, attended the Delegate Assembly held on Saturday, 5/13/2023 at Mercer County Community College. He discussed the election of officers (President Karen Cortellino of Montville), policies, and resolutions. Reminder that all are welcome to attend – the next one is in November.

**B. Action Item(s):**

- 1) Recommend the Board approve the action items on the HIB Report dated May 10, 2023 as initially presented at the April 25, 2023 meeting. **(22-23-88)**
- 2) Recommend the Board approve allowing a 5<sup>th</sup> grade student whose name is on file in the superintendent's office and whose family needed to move out of the district to complete the school year in Eastampton.

**Roll Call on Action Items**

| Board Member                     | Motion | Second | Yes | No | Abstain | Absent |
|----------------------------------|--------|--------|-----|----|---------|--------|
| Kerry Douglas, President         |        |        | X   |    |         |        |
| Florencia Norton, Vice President |        | X      | X   |    |         |        |
| Kyle Aaronson                    |        |        |     |    |         | X      |
| Edward Besko                     |        |        | X   |    |         |        |
| Len DiGiacomo                    | X      |        | X   |    |         |        |
| Edward Hill                      |        |        |     |    |         | X      |
| Walter Maluchnik                 |        |        | X   |    |         |        |

☒ Motion Carries

☐ Motion Fails

**PERSONNEL: (Edward Hill, Chairperson)**

**A. Action Item(s):**

- 1) Recommend the Board approve the attached list of negotiated salaries for the 2023-2024 school year. **(22-23-90)**
- 2) Recommend the Board approve a ten-month contract of employment for SY 2023-2024 for Olivia Converse as kindergarten teacher, BA/Step 1 – \$56,014 effective September 1, 2023, pending completion of paperwork.
- 3) Recommend the Board approve a ten-month contract of employment for SY 2023-2024 for Cynthia Greer as preschool teacher, MA/Step 3 – \$59,414 effective September 1, 2023, pending completion of paperwork.
- 4) Recommend the Board approve the following staff member for the 2023-2024 extra-curricular appointment as indicated, with a stipend as per the negotiated agreement.

Mackenzie Mauro

-Mrs. Douglas confirmed Ms. Mauro is hired for 8<sup>th</sup> grade advisor.

- 5) Recommend the Board accept the resignation of Emma Stahl, teacher, effective June 30, 2023.
- 6) Recommend the Board accept the resignation of James Hall, payroll/benefits administrative assistant effective July 15, 2023.

-Olivia Converse was present and introduced herself.

### Roll Call on Action Items

| Board Member                     | Motion | Second | Yes | No | Abstain | Absent |
|----------------------------------|--------|--------|-----|----|---------|--------|
| Kerry Douglas, President         | X      |        | X   |    |         |        |
| Florencia Norton, Vice President |        |        | X   |    |         |        |
| Kyle Aaronson                    |        |        |     |    |         | X      |
| Edward Besko                     |        |        | X   |    |         |        |
| Len DiGiacomo                    |        |        | X   |    |         |        |
| Edward Hill                      |        |        |     |    |         | X      |
| Walter Maluchnik                 |        | X      | X   |    |         |        |

☒ Motion Carries

☐ Motion Fails

- Walter Maluchnik asked the status of hiring a full-time Spanish Teacher.
- Mr. Duckett responded that progress is being made; a potential candidate lives in Spain and recently had a virtual interview. He hopes to hire someone during the June board meeting.
- Walter Maluchnik said filling the position would be a victory for the students and teachers.
- Mr. Duckett agrees and said we have been trying to fill the position for years.
- Walter Maluchnik, the board, and Mr. Duckett thank Mr. Shoukry for his work as the 8<sup>th</sup> grade advisor.

### **FINANCE: (Walter Maluchnik, Chairperson)**

#### **A. Information Item(s):**

- 1) Non-Public Consultation held on April 3, 2023 with Ashlee Caldwell, Business Administrator, Dawn Adams, Principal at TCA, and Bobbie Downs, Director of ESU.

-Walter Maluchnik asked for comment. Mr. Duckett commented that this is an annual requirement.

#### **B. Action Item(s):**

- 1) Recommend the Board approve the following payrolls:
  - a. April 28, 2023: \$271,752.08
- 2) Recommend the Board approve the following invoices for payment: **(22-23-91)**
  - a. Regular Bills: \$378,928.85
- 3) Recommend the Board approve Line Item Transfers dated April 30, 2023. **(22-23-92)**
- 4) Recommend the Board approve the Treasurer's Report dated April 30, 2023. **(22-23-93)**
- 5) Recommend the Board approve the Board Secretary's Report dated April 30, 2023. **(22-23-94)**
- 6) Pursuant to N.J.A.C. 6A:23-2.12(c)4\*, we certify that as of April 30, 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:23-2.12(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:23-2.12(c)8\*, I certify that as of April 30, 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 agreement with Phoenix Advisors, LLC to serve as Continuing Disclosure Agent for \$1,350 for the 2023-2024 school year.
- 8) Recommend the Board approve the renewal rates for Delta Dental effective July 1, 2023-June 30, 2025. (6% decrease). **(22-23-95)**
- 9) Recommend the Board approve the Joint Transportation Agreements with the Burlington County Educational Services Unit for (1) Special Education Summer Schools (2) Special Education Winter Bus Routes and (3) Public, Non-Public and Vocational Schools for the 2023-2024 School Year. **(22-23-96)**
- 10) Recommend the Board approve the 2023-2024 agreements with Burlington County Special Services for services with the Nonpublic for IDEA Nonpublic Grants and Nonpublic Chapters 192/193 Services. **(22-23-97)**
- 11) Recommend the Board approve the 2023-2024 Agreement for Professional Services with Burlington County Special Services. **(22-23-98)**
- 12) Recommend the Board approve the attached request for professional development. **(22-23-99)**
- 13) Recommend the Board approve the nursing contracts with Bayada for two students on file for the 2023-2024 school year.
- 14) Recommend the Board approve the online submission of the Department of Agriculture Fiscal Year 2024 Application packet for the continuation of the district's school nutrition program for the 2023-2024 school year.
- 15) Recommend the Board approve the following 2022-2023 Out-of-District placement(s)

| Placement                                      | Student(s) | Tuition per Student | 1:1 Aide | 1:1 Nurse (est) |
|--|------------|---------------------|----------|-----------------|
| Mercer County Special Services School District | ES         | TBD/Day             | -        | -               |

- 16) Recommend the Board approve the attached Student Activity expenses **(22-23-100)**
- 17) Recommend the Board approve a NJ State Contract (#40467) with Ricoh for copiers in the faculty room and print shop at \$1,692.73 per month for 48 months. Contract period from August 29, 2023 to August 28, 2027.
- 18) Recommend the Board approve a one year renewal with Garden State Transport at a CPI of 5.86% effective 09/01/2023-6/30/2024.

| Bus # | 22-23     | CPI 5.86% | Adj. | 23-24     | Total Cost   |
|-------|-----------|-----------|------|-----------|--------------|
| ECS-1 | \$ 187.22 | \$ 198.19 |      | \$ 198.19 | \$ 35,674.40 |
| ECS-2 | \$ 156.83 | \$ 166.02 |      | \$ 166.02 | \$ 29,883.64 |

|       |           |           |  |           |               |
|-------|-----------|-----------|--|-----------|---------------|
| ECS-3 | \$ 240.83 | \$ 254.94 |  | \$ 254.94 | \$ 45,889.67  |
| ECS-4 | \$ 187.22 | \$ 198.19 |  | \$ 198.19 | \$ 35,674.40  |
| ECS-6 | \$ 240.82 | \$ 254.93 |  | \$ 254.93 | \$ 45,887.77  |
| ECS-7 | \$ 240.82 | \$ 254.93 |  | \$ 254.93 | \$ 45,887.77  |
|       |           |           |  |           | \$ 238,897.65 |

**19) Recommend the Board approve the following parent transportation contract for 2022-2023:**

Parent: E.T., Student EPT; Bancroft; Parent transportation contract @ \$19 per diem,  
Duration: 05/02/2023-06/30/2023, Route Number: 3 (contingent on County Executive  
Superintendent approval.) **(22-23-101)**

**20) Recommend the Board approve the following TIPS Cooperative Purchasing resolution:**

THEREFORE, BE IT RESOLVED, the Board of Education calls for a resolution to authorize participation in The Interlocal Purchasing System (TIPS-USA), 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.

**21) Recommend the Board approve the following Change Order resolution:**

THEREFORE, BE IT RESOLVED, the Board of Education calls for a resolution to authorize (\$15,942.19) change order and final payment to Earle Asphalt Company for School Parking Lot Project.

**Roll Call on Action Items**

| Board Member                     | Motion | Second | Yes | No | Abstain | Absent |
|----------------------------------|--------|--------|-----|----|---------|--------|
| Kerry Douglas, President         |        |        | X   |    |         |        |
| Florencia Norton, Vice President |        |        | X   |    |         |        |
| Kyle Aaronson                    |        |        |     |    |         | X      |
| Edward Besko                     |        | X      | X   |    |         |        |
| Len DiGiacomo                    |        |        | X   |    |         |        |
| Edward Hill                      |        |        |     |    |         | X      |
| Walter Maluchnik                 | X      |        | X   |    |         |        |

☒ Motion Carries

☐ Motion Fails

**POLICY: (Len DiGiacomo, Chairperson)**

**A. Action Item(s):**

**1) Recommend the Board approve the first reading of the following policies from Alert 230 (sent via email):**

|            |   |
|------------|---|
| P 0144     | Board Member Orientation and Training (Revised) |
| P & R 2520 | Instructional Supplies (M) (Revised)            |
| P 3217     | Use of Corporal Punishment (Revised)            |
| P 4217     | Use of Corporal Punishment (New)                |
| P 5305     | Health Services Personnel (M) (Revised)         |
| P & R 5308 | Student Health Records (M) (Revised)            |

|            |  |
|------------|--|
| P & R 5310 | Health Services (M) (Revised)  |
| P 6112     | Reimbursement of Federal and Other Grant Expenditures (M) (Revised)      |
| R 6115.01  | Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New) |
| P 6115.04  | Federal Funds – Duplication of Benefits (M) (New)                        |
| P 6311     | Contracts for Goods or Services Funded by Federal Grants (M) (Revised)   |
| P 7440     | School District Security (M) (Revised)                                   |
| P 9100     | Public Relations (Abolished)   |
| P 9140     | Citizens Advisory Committees (Revised)                                   |

2) Recommend the Board approve the first reading of the following policies (**sent via email**):

|                     |  |
|---------------------|--|
| P 2240              | Controversial Issues                                     |
| P & R 2530          | Resource Materials                                       |
| P & R 9130          | Public Complaints and Grievances                         |
| R 9130; Three Forms | Reconsideration Form; Form Letter; and Verification Form |

### Roll Call on Action Items

| Board Member                     | Motion | Second | Yes | No | Abstain | Absent |
|----------------------------------|--------|--------|-----|----|---------|--------|
| Kerry Douglas, President         |        | X      | X   |    |         |        |
| Florencia Norton, Vice President |        |        | X   |    |         |        |
| Kyle Aaronson                    |        |        |     |    |         | X      |
| Edward Besko                     |        |        | X   |    |         |        |
| Len DiGiacomo                    | X      |        | X   |    |         |        |
| Edward Hill                      |        |        |     |    |         | X      |
| Walter Maluchnik                 |        |        | X   |    |         |        |

☒ Motion Carries

☐ Motion Fails

-Len DiGiacomo made a motion to approve the policy items subject to draft and comments. Regarding P0144, Len DiGiacomo questioned the orientation language and its intent referring to bargaining units. Regarding P3217 & P4217, Len DiGiacomo questioned additional persons listed in the policy and offered language regarding teaching staff. Mr. Duckett agreed to strike the language entirely.

Regarding P9140, Len DiGiacomo stated the template did not match with our policy and that he matched our current policy with SEA's version. All were in agreement.

Regarding 2530, Len DiGiacomo questioned the process for those who disagree with our collection and if it should apply to textbooks. The BOE should approve the curriculum annually.

Len DiGiacomo also asked about the current curriculum cycle. Mr. Duckett will talk to Mrs. Fulleylove and Mrs. Dennler.

Len DiGiacomo proposed alternate language regarding challenging books and when they will come off the shelves – the process should be complete first and protect staff.

Kerry Douglas noted several discussions with Parker McCay.

Regarding 9130, Len DiGiacomo states corporate tax payers do not have standing, but staff members do.

Len DiGiacomo mentioned the fields on the reconsideration forms and categories used in committees.

Kerry Douglas stated that differences were noted and we decided to use the original challenge form categories as it is public and we do not have department heads in our district.

Len DiGiacomo said we should strike this. And it would be better to invite people to attend.

Mr. Duckett and Kerry Douglas agreed.

Len DiGiacomo questioned the form letter's rationale for selecting novels.

Mr. Duckett state that grade levels can pick novels and gave examples.

Len DiGiacomo said we should define the selection process.

## **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)).

-Mr. Gans congratulated the students of the month, Board President, Kerry Douglas, and the board for their hard work every month.

-Mr. Duckett congratulated Olivia Converse and thanked Mr. Shoukry.

## **ADJOURNMENT TO EXECUTIVE SESSION: 8:05pm**

| Motion        | Second        | All in Favor | All Opposed |
|---------------|---------------|--------------|-------------|
| Kerry Douglas | Len DiGiacomo | Yes          |             |

☒ Motion Carries

☐ Motion Fails

### **Eastampton Township Board of Education Resolution 2022-2023 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 h 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 7:00 p.m. 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:

\_\_\_ 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 (if pending or anticipated litigation, the matter is:

\_\_\_\_\_) (if contract negotiation, the nature of the contract and interested party is the Collective Bargaining Agreement)



*Under certain circumstances, if public disclosure of the matter would have a potentially negative impact on the District'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 public officer or employee or current public officer or employee employed or appointed by the public body, 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 (subject to the balancing of the public's interest and the employee's privacy rights under *South Jersey Publishing*, 124 N.J. 478, the employee(s) and nature of discussion is 2022-2023 staff;

       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 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 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:** 8:45pm

| Motion        | Second        | All in Favor | All Opposed |
|---------------|---------------|--------------|-------------|
| Kerry Douglas | Len DiGiacomo | Yes          |             |

☒ Motion Carries

☐ Motion Fails

**ADJOURNMENT:**

With no further business to discuss, the Board meeting was adjourned at 8:45 pm.

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

☒ Motion Carries

☐ Motion Fails

Respectfully submitted,

Ashlee Caldwell  
School Business Administrator/Board Secretary