

EASTAMPTON TOWNSHIP BOARD OF EDUCATION

Meeting Minutes

Tuesday December 20, 2022

The Regular 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 5, 2022
- B. Mailed written notice to the *Burlington County Times* on January 9, 2022 and the *Courier Post* on January 11, 2022
- C. Filed written notice with the Clerk of Eastampton Township on January 6, 2022
- 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:

Kerry Douglas, President -present
Brian Curtis, Vice President-present
Kyle Aaronson-absent
Len DiGiacomo-present
Edward Hill-present
Walter Maluchnik-present
Floencia Norton-present

Ambrose F. Duckett, III, Superintendent of Schools
Pat Austin, Interim 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.

-Mr. Graham asked about the increase in the per diem rate for substitute Teachers. Mr. Duckett responded that other nearby districts are paying rates above that. We needed to attract more substitute teachers.

APPROVAL OF MINUTES: (22-23-38)

On the motion by Kerry Douglas and seconded by Brian Curtis, the following minutes were approved. Roll call vote. Motion carried

Kyle Aaronson - absent
Brian Curtis - yes
Len DiGiacomo - yes
Kerry Douglas - yes
Edward Hill - yes
Walter Maluchnik - yes
Floencia Norton - yes

November 15, 2022 (Regular Session)

PRESENTATIONS:

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

The following students were recognized as Student of the Month:

6th Grade - Faith Poncio
7th Grade - Isabella Caesar
8th Grade - Klarylizz Manzo

B. Outgoing Board Member (Brian Curtis) – Mr. Duckett, Superintendent/Principal

- Mr. Duckett gave high praises to Mr. Curtis for all of his years on the Board and how generous he was with his time and support to the Eastampton School District

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

A. Information Item(s):

- 1) HIB Report dated December 15, 2022 (22-23-39)
- 2) Office of Emergency Management Shelter
- 3) Liaison Reports – Ms. Douglas reported out that the Township was changing the usage fees for use of their facilities

B. Action Item(s):

On the motion by Len DiGiacomo and seconded by Ed Hill, the following action item was approved. Roll call vote. Motion carried

- 1) Recommend the Board approve the Action Items on the HIB Report dated December 15, 2022 as presented on November 15, 2022.

PERSONNEL: (Kyle Aaronson, Chairperson)

A. Action Item(s):

On the motion by Ed Hill and seconded by Floencia Norton, the following action items were approved. Roll call vote. Motion carried

- 1) Recommend the Board approve the employment of Samantha Rufino as a recess aide at a rate of \$15 per hour effective December 21, 2022, pending completion of paperwork.
- 2) Recommend the Board approve an employment contract for the remainder of the 2022-2023 school year for Ashlee Caldwell, Business Administrator/Board Secretary, with a start date of February 13, 2023, at an annual salary of \$115,000 prorated for the remainder of the school year, pending completion of paperwork.
- 3) Recommend the Board accept the resignation of Kelly Eagles, Child Study Team Supervisor, whose last day with the district will be February 3, 2023.
- 4) Recommend the Board accept the retirement of Richard Young, teacher, whose last day with the district will be February 28, 2023.

FINANCE: (Edward Hill, Chairperson)

A. Information Item(s):

- 1) CAFR – year ending June 30, 2022 – Due date has been extended to February 6, 2023

B. Action Item(s):

On the motion by Ed Hill and seconded by Walter Maluchnik, the following action items were approved. Roll call vote. Motion carried

- 1) Recommend the Board approve the following payrolls:

- a. November 30, 2022 - \$ 271,502.29
- b. December 15, 2022 - \$ 298,459.75

- 2) Recommend the Board approve the following invoices for payment: **(22-23-40)**

Regular Bills: \$ 469,818.11

- 3) Recommend the Board approve Line Item Transfers dated November 30, 2022. **(22-23-41)**
- 4) Recommend the Board approve the Treasurer's Report dated November 30, 2022 **(22-23-42)**
- 5) Recommend the Board approve the Board Secretary's Report dated November 30, 2022. **(22-23-43)**
- 6) Pursuant to N.J.A.C. 6A:23-2.12(c)4*, we certify that as of November 30, 2022 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 November 30, 2022 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:

11/23/2022 (1568)

Nutri Serve

\$ (20,324.05)

- 8) Recommend the Board approve the Resolution and Indemnity & Trust Agreement to renew membership in the Burlington County Insurance Pool Joint Insurance Fund (JIF) for the three year membership term commencing on July 1, 2023. (22-23-44)
- 9) Recommend the Board approve the attached Student Activity expenses. (22-23-45)
- 10) Recommend the Board Approve the Resolutions for the Purchase of Gas and the Resolution for the Purchase of Electric Generation Services through the Alliance for Competitive Energy Services (ACES) and the bid will be valid for five years in accordance with all laws and regulations. (22-23-46)
- 11) Recommend the Board approve the contract with NBS (National Benefit Services) to provide employee benefit services specific to our Flexible Spending Plans and COBRA Plans.
- 12) Recommend the Board approve the funding allocations from the FY23/FY22 Emergent and Capital Maintenance Needs Grant Program in the amount of \$25,711. These funds will be used for our capital maintenance project with upgrades made to our HVAC system that are also supported with ESSER III funds.
- 13) Recommend the Board approve an increase in the daily rate for substitute teachers from \$100 to \$125 effective January 1, 2023.
- 14) Recommend the Board approve the attached request for professional development. (22-23-47)

POLICY: (Len DiGiacomo, Chairperson)

A. Action Items:

On the motion by Len DiGiacomo and seconded by Kerry Douglas, the following action item was approved.
Roll call vote. Motion carried

- 1) Recommend the Board approve the first reading of the following policy (**sent via email**):

P2560

Live Animals in School (Revised)

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:

With no further business to discuss, the Board meeting was adjourned at 7:16 pm. All in favor
Respectfully submitted,

Pat Austin
Interim Business Administrator