

# **EASTAMPTON TOWNSHIP BOARD OF EDUCATION**

## **Meeting Minutes**

**Tuesday, March 15, 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.

**The Board of Education shall conduct its meeting scheduled for March 15, 2022 in person as well as via Google Meet. Members of the public desiring to participate in the Board of Education meeting remotely will be able to access the meeting by following the directions below:**

### **DIRECTIONS:**

**Meeting ID** – [meet.google.com/bjf-sfdd-dnv](https://meet.google.com/bjf-sfdd-dnv)

**Or by telephone** – [1 561-806-0919](tel:15618060919) PIN: 741 990 633#

### **ROLL CALL:**

Kerry Douglas, President - present  
Brian Curtis, Vice President - present  
Kyle Aaronson - present  
Len DiGiacomo - present  
Edward Hill - absent  
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.

- None

### **APPROVAL OF MINUTES: (21-22-59)**

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

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

February 15, 2022 (Regular Session)

### **PRESENTATIONS:**

Student Recognitions – Mr. Duckett, Superintendent/Principal

Mr. Duckett and Ms. Douglas announced three students of the Month

6th grade – Baylee Gaskins  
7th grade – Bahar Ozbay  
8th grade - Carrell Thomas

### **ADJOURNMENT TO EXECUTIVE SESSION:**

On a motion by Kerry Douglas, and seconded by Brian Curtis, the Board entered executive session at 7:10 pm. All in favor.

#### **Eastampton Township School District Board of Education Resolution 2021-2022 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 7:00 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:

  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;

  x  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;

  x  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 2020-2021 and 2021-2022 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 at 7:30 pm**

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

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

- 1) HIB Report dated March 7, 2022 (21-22-60)**
- 2) Board Goals Update (21-22-61)**
- 3) Liaison Reports**

-Ambrose discussed the HIB report and reviewed the Board Goals that were established by the Eastampton community. He also talked about the State aid for the district which dropped by \$500,000. He thanked the Township for the increase in the Pilot funds which will help mitigate the loss in State Aid.

-Brian Curtis reported out on the liaison report and also echoed the thank you to the Municipality for that Pilot increase. He also talked about the Rotary Club of Mt Holly's donation of dictionaries. He thanked the Superintendent for allowing them to personally deliver them to the classroom.

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

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

- 1) Recommend the Board approve the action items on the HIB Report dated March 7, 2022 as initially presented at the February 15, 2022 meeting. **(21-22-60)**
- 2) Recommend the Board retroactively approve the district HIB School Safety Assessment. **(21-22-62)**
- 3) Recommend the Board adopt the Burlington County resolution establishing Eastampton School District as a Stigma-Free Zone supporting efforts for Mental Health Awareness. **(21-22-63)**
- 4) Recommend the Board approve placing a student, whose name is on file in the superintendent's office, on homebound instruction pending placement.

## **PERSONNEL: (Kyle Aaronson, Chairperson)**

On the motion by Kyle Aaronson and seconded by Brian Curtis, the following action items were approved. Roll call vote. Motion carried

### **A. Action Items:**

- 1) Recommend the Board approve the following staff members for 2021-2022 extra-curricular appointments as indicated, with stipends as per negotiated agreement:

Robert Glavan	Baseball Coach
Kim-Kaye Brown	Softball Coach

- 2) Recommend the Board approve the employment of the following individuals as district substitute teachers effective March 16, 2022, pending completion of paperwork.

Sohaila Kamal  
David Richardson  
Vincent Marcario  
Nick Seibel  
Molly Ostaszewski

- 3) Recommend the Board accept the retirement of Joanne May, Board Office Administrative Assistant, effective January 31, 2023.

## **FINANCE: (Edward Hill, Chairperson)**

On the motion by Kerry Douglas and seconded by Kyle Aaronson, the following action items were approved. Roll call vote. Motion carried

**A. Information Items:**

- 1) 2022-2023 Proposed Budget
- 2) Comprehensive Annual Financial Report (CAFR) Year end June 2021

**B. Action Items:**

- 1) Recommend the Board approve the following payrolls:
  - a. February 28, 2022 - \$258,669.33
  - b. March 15, 2022- \$ 261,611.77
- 2) Recommend the Board approve the following invoices for payment: **(21-22-64)**
  - a. Regular Bills: \$1,028,031.61 (includes bond payment of \$690,288.15)
- 3) Recommend the Board approve Line Item Transfers dated February 28, 2022. **(21-22-65)**
- 4) Recommend the Board approve the Treasurer's Report dated February 28, 2022. **(21-22-66)**
- 5) Recommend the Board approve the Board Secretary's Report dated February 28, 2022 **(21-22-67)**
- 6) Pursuant to N.J.A.C. 6A:23-2.12(c)4\*, we certify that as of February 28, 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 February 28, 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 attached Student Activity expenses **(21-22-68)**
- 8) Recommend the Board approve the following Cafeteria expenses:  

2/15/2022    1542    Nutri-Serve Food Mgmt    (\$22,045.61)
- 9) Recommend the Board approve the contract with Peak Center For Autism for services for student in our district.
- 10) Recommend the Board approve the following out of district tuition contracts:

CS- Mercer County Special Services– March 8, 2022 – June 30, 2022– @ \$281 a day with out of county fee of \$24 a day.

Homeless Students (3) attending Willingboro School District January 13,2022 – June 28, 2022

- 11) Recommend the Board approve the Professional Services agreement with Burlington County Special Services School District (ESU) for Special Education services for 22-23 school year.
- 12) Recommend the Board approve and accept the Comprehensive Annual Financial Report for the year ending June 30, 2021. There were no recommendations. (21-22-69)
- 13) Recommend the Board approve the award of the District Paving Project to Earle Asphalt in the amount of \$433,813.13 for the Base Bid to be paid out of District Funds and in the amount of \$39,800 for Alternate #2 to be paid out of the Local Recreation Improvement Grant.

This award is in accordance with sealed bids opened and received on February 8, 2022.

Base Bid	\$ 433,813.13	Demolition and Paving of Front Parking lot
Alternate #1	\$ 32,900.00	Repaving of Side Driveway (NO AWARD)
Alternate #2	\$ 39,800.00	Renovate Outside Basketball Court (Grant)

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

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

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

- 1) Recommend the Board approve the second reading and adoption of the following policies from Alert 226 (sent in separate email):

P 2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M) (Revised)
P & R 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)
P 2460.30	Additional/Compensatory Special Education and Related Services (M) (New)
R 2460.30	Additional/Compensatory Special Education and Related Services (M) (New)
P 2622	Student Assessment (M) (Revised)
R 2622	Student Assessment (M) (New)
P 3233	Political Activities (Revised)
P 4233	Political Activities (Revised)
P 5541	Anti-Hazing (M) (New)
P & R 8465	Bias Crimes and Bias-Related Acts (M) (Revised)
P 9560	Administration of School Surveys (M) (Revised)

**CURRICULUM: (Florescia Norton, Chairperson)**

On the motion by Florescia Norton and seconded by Len DiGiacomo, the following action items were approved. Roll call vote. Motion carried

**A. Action Item:**

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

Date	Students	Destination	Time	Chaperones
4/7/22	Battle of the Books 7 <sup>th</sup> /8 <sup>th</sup>	Harrington Middle School Mt. Laurel, NJ	9:15 am – 12:30 pm	1 Staff

4/12/22	Battle of the Books 5 <sup>th</sup> /6 <sup>th</sup>	Ralph J. Steinhauer Elementary School Maple Shade, NJ	9:15 am – 12:30 pm	1 Staff
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- 2) Recommend the Board accept the donation of dictionaries for the 3<sup>rd</sup> grade students at Eastampton Community School from the Rotary Club of Mount Holly.
- 3) Recommend the Board accept 56 microscopes and one laboratory incubator donated to the Science Department at Eastampton Community School by United Products & Instruments, Inc. (UNICO) of Dayton, New Jersey.

#### **PUBLIC PARTICIPATION:**

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- None
- Kerry Douglas spoke of the need for another Board meeting to approve the preliminary 22-23 Budget going to the County Executive Superintendent. The date was set for March 22, 2022 at 6 pm and would be held virtually.

#### **ADJOURNMENT:**

With no further business to discuss, the Board meeting was adjourned at 7:53 pm on the motion by Kerry Douglas, seconded by Brian Curtis. All in favor

Respectfully submitted,

Pat Austin  
Interim Business Administrator