

**EASTAMPTON TOWNSHIP BOARD OF EDUCATION**  
**Minutes Regular Meeting**  
**Tuesday, December 15, 2020**

The Regular Meeting of the Eastampton Township Board of Education was called to order at 7:00pm by Glenn, Forney 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 12, 2020.
- B. Mailed written notice to the *Burlington County Times* and the *Courier Post* on January 12, 2020.
- C. Filed written notice with the Clerk of Eastampton Township on January 8, 2020.
- 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 December 15, 2020 via conference call. Members of the public desiring to listen to and participate in the Board of Education meeting will be able to access the conference call by following the directions below:**

**DIRECTIONS:**

1 254-523-9282 PIN: 102 028 310#

**ROLL CALL:**

Glenn Forney, President - present  
Susan Taylor, Vice President - present  
Brian Curtis-absent  
Len DiGiacomo-present  
Kerry Douglas-present  
Deanna McGinnis-absent  
Eve Waite-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.

**APPROVAL OF MINUTES: (20-21-32)**

On the motion by Glenn Forney and seconded by Susan Taylor, the following minutes were approved.  
Roll call vote

Glenn Forney - yes  
Susan Taylor - yes  
Brian Curtis-absent  
Len DiGiacomo - yes  
Kerry Douglas - yes  
Deanna McGinnis -absent  
Eve Waite- yes  
Motion carries

November 10, 2020 (Regular Session)

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

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

- 1) HIB School Self Assessment Report for School Year 19-20 dated December 1, 2020  
(19-20-33)

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

On a motion by Glenn Forney, seconded by Susan Taylor, the following action item was approved.  
Roll call vote: Unanimous. Motion carried

- 1) Recommend the Board approve the HIB Report dated December 1, 2020 as presented.

**PERSONNEL: (Susan Taylor, Chairperson)**

**A. Action Items:**

On a motion by Susan Taylor, seconded by Len DiGiacomo, the following action item was approved. Roll call vote: Unanimous. Motion carried.

- 1) Recommend the Board approve the resignation of classroom aide, Cristimary Ventriello, effective November 2, 2020.
- 2) Recommend the Board approve the resignation of middle school science teacher, Lisa Johnson, whose last day with the district will be February 5, 2021.

**FINANCE: (Kerry Douglas, Chairperson)**

**A. Information Items:**

- a) CAFR – year ending June 30, 2020 – Due date has been extended to January 31, 2021

- b) Official Election Results:
- |               |       |
|---------------|-------|
| Len DiGiacomo | 2,431 |
| Kyle Aaronson | 39    |

## B. Action Items:

On a motion by Kerry Douglas, seconded by Glenn Forney, the following action item was approved. Roll call vote: Unanimous. Motion carried

### 1) Recommend the Board approve the following payrolls:

- a. November 30, 2020 - \$ 261,230.17
- b. December 15, 2020 - \$ 285,183.79
- c. December 30, 2020 - \$ 264,326.82

### 2) Recommend the Board approve the following invoices for payment: (19-20-34)

Regular Bills: \$ 428,121.95

### 3) Recommend the Board approve Line Item Transfers dated November 30, 2020. (19-20-35)

### 4) Recommend the Board approve the Treasurer's Report dated November 30, 2020 (19-20-36)

### 5) Recommend the Board approve the Board Secretary's Report dated November 30, 2020. (19-20-37)

- 6) Pursuant to N.J.A.C. 6A:23-2.12(c)4\*, we certify that as of November 30, 2020 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, 2020 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:

9/4/2020	1496	Sam's Club (Membership Renewal # 3411264931890)	\$ (45.00)
9/4/2020	1497	Smart Care Equip Solutions-EEC Acquisitions LLC-Inv.#95891427	\$ (946.49)
9/4/2020	1498	Refunds for past balances	\$ (15.90)
10/21/2020	1499	Nutri-Serve Food Mgmt., Inc. (09/01/20 to 09/30/20)	\$ (1,207.01)
11/20/2020	1500	Nutri-Serve Food Mgmt., Inc. (10/01/20 to 10/31/20)	\$ (3,005.46)

- 8) Recommend the Board approve an RFP for a Civil Engineer for a proposed paving project. RFPs for Board consideration are due January 21, 2021.
- 9) Recommend the Board approve the renewal of a four year contract for two copiers in the Board Office and Main Office. The State Contract is for two RICOH copiers with a monthly payment of \$653.85 per month.
- 10) Recommend the Board approve the new Health Care Plan from Horizon entitled Direct Access Design EDU Plan with a plan start date of 1/1/2021.
- 11) Recommend the Board approve the submission of the Security Grant awarded for \$31,708 with a project total of \$32,956.41. Assurances are given that the difference of \$1,248.41 was funded by the District to support the project.
- 12) Recommend the Board approve a five year Cooperative Pricing Agreement with Burlington County from 2021-2025.
- 13) Recommend the Board accept the Coronavirus Relief Fund Grant in the amount of \$32,242.

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

Discussion on Policies for first reading centered on moving on with these Policies and Len DiGiacomo will be making edits for Second reading for the next Board meeting. But the recommendation is to move on for first reading.

**A. Action Items:**

On a motion by Len DiGiacomo, seconded by Susan Taylor, the following action item was approved. Roll call vote: Unanimous. Motion carried.

- 1) Recommend the Board approve the second reading and adoption of the following policy from Alert 221 (**sent in separate email**):

P 1648.03                      Restart and Recovery Plan – Full-Time Remote Instruction (M) (New)

- 2) Recommend the Board approve the first reading of the following policies from Alert 221 (**sent in separate email**):

P 1620	Administrative Employment Contracts (M) (Revised)
P 2431	Athletic Competition (M) (Revised)
R 2431.1	Emergency Procedures for Sports and Other Athletic Activity (M) (Revised)
P 2464	Gifted and Talented Students (M) (Revised)
P & R 5330.05	Seizure Action Plan (M) (New)
P 6440	Cooperative Purchasing (M) (Revised)
P & R 6470.01	Electronic Funds Transfer and Claimant Certification (M) (New)
P & R 7440	School District Security (M) (Revised)
P 7450	Property Inventory (M) (Revised)
P & R 7510	Use of School Facilities (M) (Revised)
P 8420	Emergency and Crisis (M) (Revised)
P 8561	Procurement Procedures for School Nutrition Programs (M) (Revised)

**PUBLIC PARTICIPATION:**

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- Mr. Graham asked the question about the proposed paving project and where the funds will be coming from. Ms. Austin replied that the recommendation will be to have Board Approval to withdraw the monies from Capital Reserve. Mr. Ambrose replied that it could be anywhere between \$300,000 to \$400,000.

- Heather Chapman wanted to acknowledge the resignation of Ms. Lisa Johnson and that she will be greatly missed.

**ADJOURNMENT:**

With no further business to discuss, the Board meeting was adjourned at 7:30 pm on a motion by Glenn Forney, Seconded by Len DiGiacomo. All in favor

Respectfully submitted,

Pat Austin  
Interim Business Administrator