EASTAMPTON TOWNSHIP BOARD OF EDUCATION Regular Meeting Minutes

February 25, 2020

The Regular Meeting of the Eastampton Township Board of Education was called to order at 7:00p.m. by Glenn Forney, President.

FLAG SALUTE

<u>PUBLIC ANNOUNCEMENT</u>: 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.

ROLL CALL:

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

Ambrose F. Duckett, III, Superintendent of Schools Marian Smith, 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: (19-20-48)

On a motion by Glenn Forney, seconded by Deanna McGinnis, the following minutes were approved. Roll call vote:

Glenn Forney – yes Deanna McGinnis – yes Brian Curtis – abstain Len DiGiacomo – yes Kerry Douglas – yes Susan Taylor – yes Eve Waite – yes

Motion carried.

January 21, 2020 (Regular & Executive Session)

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

A. Information Item(s):

- 1) HIB Report dated February 19, 2020 (19-20-49)
- 2) Future Ready Schools Mr. Herman reported that the FRS-NJ, NJDOE and NJSBA have separated from the national program. The program is in transition and there is no clear direction on how districts are to proceed. The board agreed to wait for further guidance before moving forward with this initiative.
- 3) School Safety Data System Report Period 1

B. Action Item(s):

On a motion by Glenn Forney, seconded by Len DiGiacomo, the following action items were approved. Roll call vote: Unanimous. Motion carried.

- 1) Recommend the Board approve the HIB Report dated February 19, 2020 as presented.
- 2) Recommend the Board approve the attached resolution for Future Ready Schools. (19-20-50)
- 3) Recommend the Board approve the School Safety Data System Report Period 1 as presented.

PERSONNEL: (Susan Taylor, Chairperson)

A. Action Items:

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

1) Recommend the Board approve the following individual as district substitute effective February 26, 2020, pending completion of paperwork:

Jazmynn Travis

FINANCE: (Kerry Douglas, Chairperson)

A. Information Items:

- 1) 2020 Disclosure Forms
- 2) PILOT Mr. Forney thanked town council for authorizing payment of PILOT income to the school district. He indicated that it would help offset the anticipated reduction in state aid.

B. Action Items:

On a motion by Kerry Douglas, seconded by Brian Curtis, the following action items were approved. Roll call vote: Unanimous. Motion carried.

- 1) Recommend the Board approve the following payrolls:
 - **a.** January 31, 2020- \$ 273,995.54
 - **b.** February 15, 2020 \$ 284,552.35
 - **c.** February 28, 2020 \$ 277,034.23
- 2) Recommend the Board approve the following invoices for payment: (19-20-51)

Regular Bills: \$ 377,803.04

- 3) Recommend the Board approve Line Item Transfers dated January 31, 2020. (19-20-52)
- 4) Recommend the Board approve the Treasurer's Report dated January 31, 2020. (19-20-53)
- 5) Recommend the Board approve the Board Secretary's Report dated January 31, 2020. (19-20-54)
- 6) Pursuant to N.J.A.C. 6A:23-2.12(c)4*, we certify that as of January 31, 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 January 31, 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 attached Student Activity expenses.

2034	1/23/2020	Leigh Yago (Reimb. For PuraVida Bracelets) 8th Gr	\$ (300.00)
2035	1/28/2020	Marcus Knowlton (Basketball Ref 1/22/20 Girls Game)	\$ (59.00)
2036	1/28/2020	Granville Ungerleider (Basketball Ref 1/22/20 Girls Game)	\$ (59.00)
2037	1/28/2020	Kathy Yeager (Basketball Ref 1/22/20 Boys Game)	\$ (59.00)
2038	1/28/2020	Ken Shugars (Basketball Ref 1/22/20 Boys Game)	\$ (59.00)
2039	1/30/2020	South Jersey Umpire Assoc(2020 Assigner Fee for Softball)	\$ (61.00)
2040	1/30/2020	South Jersey Umpire Assoc(2020 Assigner Fee for Baseball)	\$ (61.00)
2041	2/3/2020	Daniel Wythoff (DJ for School dance 02/07/20) 8th Gr	\$ (100.00)
2042	2/4/2020	David Tours & Travel (Res #97418-Deposit) 8th Gr	\$ (800.00)
2043	2/6/2020	Joyce Winston(Refund for A.H. CB Insurance)Greenwald	\$ (15.00)
2044	2/6/2020	J.W. Pepper & Son (Inv.#263878157) Drama Club	\$ (389.97)
2045	2/14/2020	Grounds for Sculpture (deposit) Jessica Marks	\$ (50.00)

8) Recommend the Board approve the following Cafeteria expenses:

1/14/2020	1449	Sam's Club -(Order # 4594998237)	\$ (528.16)
1/15/2020	1450	Western Pest Services (Invoice #5231369B - January)	\$ (80.50)
1/22/2020	1451	Denise Whipple (Reimb. For Vending Machine supplies)Sam's Club	\$ (97.14)
1/27/2020	1452	VOID	
1/27/2020	1453	Stevenson Supply Co., Inc.(Inv.#605251)Supplies for Kitchen)	\$ (304.23)
1/28/2020	1454	Smart Care Equip Solutions-EEC Acquistions LLC-Inv.#95739929	\$ (1,234.93)
1/29/2020	1455	Confires Fire Protection Svs LLC -Inv.# 0290820-IN-Inspection	\$ (175.70)
1/31/2020	1456	Nutri-Serve Food Mgmt., Inc. (10/01/19 to 12/31/19)	\$ (52,455.21)
2/14/2020	1457	Waste Mgmt of NJ (Inv.# 2913033-0502-8 - January Services)	\$ (784.97)
2/19/2020	1458	Western Pest Services (Invoice #5255681B-February)	\$ (80.50)
2/21/2020	1459	Nutri-Serve Food Mgmt., Inc. (01/01/20 to 01/31/20)	\$ (23,802.63)

9) Recommend the Board approve the following out of district tuition contracts:

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JJ- Burlington Twp BOE – September 6, 2019 – February 13, 2020 – $6,758.73

NQ – Burlington Twp BOE – January 7, 2020 – June 24, 2020 -$22,487.49

SR – Lumberton Twp BOE – February 20, 2020 – June 19, 2020 school year – $20,719.00 pro-rated.
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- **10**) Recommend the Board approve a 5 year contract with Xtel Communications, Inc for a hosted PBX service service at \$1618.17 per month for 60 months. The pricing is from bid number ESCNJ 15/16-36.
- **11)** Recommend the Board approve the following E-rate purchases/contracts effective July 1, 2020:
 - **a.** Comcast one year contract for 500/35mbps speeds at \$399.95/mo. before the 50% e-rate discount. Pricing is through ESCNJ.
 - **b.** CDWG Purchase of switches @ \$17,164 before the 50% e-rate discount. Pricing is through ESCNJ.
 - **c.** Xtel \$85/mo. renewal for existing Wi-Fi Access Point Controller licensing before the 50% e-rate discount. Pricing is through ESCNJ.

CURRICULUM: (Deanna McGinnis, Chairperson)

A. Action Item:

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

1) Recommend the Board approve the following field trips:

Date	Students	Destination	Time	Chaperones
3/20/20	6 th -8 th SC	Target, Burlington	9:00 am – 11:30 am	3 staff
5/7/20	6 th -8 th SC	Breaking Grounds Café, Mt Holly	11:00 am – 1:30 pm	3 staff
5/28/20	5 th Grade	Philadelphia Museum of Art	8:45 am – 1:45 pm	7 staff/12 parents
5/11/20	2 nd Grade	Investors Bank PAC, Sewell And Long Bridge Park, Hainesport	9:00 am – 2:15 pm	6 staff/18 parents

BUILDING AND GROUNDS (Eve Waite, Chairperson):

A. Action Item:

On a motion by Eve Waite, seconded by Susan Taylor, the following action item was approved: Roll call vote:

Eve Waite – yes

Susan Taylor – yes

Brian Curtis – yes

Len DiGiacomo – yes

Kerry Douglas – abstain

Deanna McGinnis – yes

Glenn Forney – yes

Motion carried.

1) Recommend the Board approve the following requests for use of facilities:

	Group	Purpose	Date	Time	Room
1	PTA	Internet Safety Parent	2/11/20	6:30 pm – 8:00 pm	Library
		Workshop			·
2	Eastampton	Safe Routes to School	2/26/20	6:00 pm - 8:00 pm	Cafeteria
	Twsp				
3	PTÁ	Spring Dance/Family Fun	3/27/20	6:00 pm – 9:00 pm	Cafeteria
		Night			
4	PTA	Annual ECS Color Fun Run	5/9/20	7:00 am – 4:00 pm	School Grounds –
			Raindate 5/16/20	•	Parking Lot/Soccer Fields
5	PTA	Gertrude Hawk Fundraiser	4/1/20	3:00 pm – 6:30 pm	Hallway Near
		Pick-up			Lunchroom
6	Westampton	Youth Basketball Practice	3/23/20, 3/24, 3/25, 3/26, 3/27,	7:00 pm – 9:00 pm	Gym 1
	Recreation	*dates may change based on school	3/30, 3/31, 4/1, 4/2, 4/3, 4/6,		-
		functions	4/7, 4/8, 4/9, 4/20, 4/21, 4/22,		
			4/23, 4/24, 4/27, 4/28, 4/29,		
			4/30, 5/1, 5/4, 5/5, 5/6, 5/7, 5/8,		
			5/11, 5/12, 5/13, 5/14, 5/15,		
			5/18, 5/19, 5/20, 5/21, 5/22,		
			5/26, 5/27, 5/28, 5/29, 6/1, 6/2,		
			6/3, 6/4, 6/5, 6/8, 6/9, 6/10,		
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/	Sacred Heart	Little League Baseball and	3/16/20, 3/17, 3/18, 3/19, 3/20,	6:00 pm – 8:00 pm	Baseball and Softball
	CYO	Softball Practice	3/23, 3/24, 3/25, 3/26, 3/27,		Fields
		*dates may change based on school	3/30, 3/31, 4/1, 4/2, 4/3, 4/6,		
		functions	4/7, 4/8, 4/9, 4/20, 4/21, 4/22, 4/23, 4/24, 4/27, 4/28, 4/29,		
			4/30, 5/1, 5/4, 5/5, 5/6, 5/7, 5/8,		
			5/11, 5/12, 5/13, 5/14, 5/15,		
			5/18, 5/19, 5/20, 5/21, 5/22,		
			5/26, 5/27, 5/28, 5/29, 6/1, 6/2,		
			6/3, 6/4, 6/5, 6/8, 6/9, 6/10,		
			6/11, 6/12, 6/15, 6/16, 6/17,		
			6/18, 6/19, 6/22, 6/23, 6/24,		
			6/25, 6/26, 6/29		
8	Eastampton	Eastampton 140 th	3/9/20	7:00 pm – 9:00 pm	Cafeteria
	Twsp	Anniversary Celebration			

PUBLIC PARTICIPATION:

2-25-20min

-Mr. Besko thanked the district for allowing the township's Youth Painting Workshop to continue as originally scheduled.

ADJOURNMENT TO EXECUTIVE SESSION:

On a motion by Glenn Forney, seconded by Susan Taylor, the Board entered executive session at 7:37p.m. All in favor.

Eastampton Township School District Board of Education Resolution 2019-2020 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 8:30 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; 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 2017-2018 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:

On a motion by Glenn Forney, seconded by Eve Waite, the Board returned to open session at 7:56 p.m. All in favor.

PERSONNEL: (Susan Taylor, Chairperson)

A. Action Items:

On a motion by Glenn Forney, seconded by Eve Waite, the following action items were approved. Roll call vote: Unanimous. Motion carried.

- 2) Recommend the Board approve the Superintendent's employment contract as approved by the Burlington County Office of Education.
- 3) Recommend the Board approve the submission of the Business Administrator's employment contract to the Burlington County Office of Education for review.

NEW BUSINESS:

The Board assigned members to attend town council meetings.

ADJOURNMENT:

With no further business to discuss, the Board meeting was adjourned at 8:03p.m. on a motion by Glenn Forney, seconded by Eve Waite. All in favor.

Respectfully submitted,

Marian F. Smith Business Administrator/Board Secretary