

EASTAMPTON TOWNSHIP BOARD OF EDUCATION
Regular Meeting Minutes
December 17, 2019

The Regular Meeting of the Eastampton Township Board of Education was called to order at 7:00p.m. by James Southard, Board member.

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 11, 2019.
- B. Mailed written notice to the *Burlington County Times* and the *Courier Post* on January 11, 2019.
- C. Filed written notice with the Clerk of Eastampton Township on January 9, 2019.
- 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:

Brian Curtis, President - present
 Glenn Forney, Vice President - present
 Len DiGiacomo - present
 Deanna McGinnis - present
 James Southard - present
 Susan Taylor - 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)).

NONE

APPROVAL OF MINUTES: (19-20-31)

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

Glenn Forney – yes
 Deanna McGinnis – yes
 Len DiGiacomo – yes

Glenn Forney – yes
 James Southard – yes
 Susan Taylor – yes
 Eve Waite – abstain Motion carried.

November 19, 2019 (Regular Session)

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

A. Information Item(s):

- 1) HIB Report dated December 11, 2019 and December 16, 2019(19-20-32)
- 2) Future Ready Schools Update (Michael Herman)

B. Action Item(s):

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

- 1) Recommend the Board approve the HIB Report dated December 11, 2019 and December 16, 2019 as presented.

PERSONNEL: (Susan Taylor, Chairperson)

A. Action Items:

On a motion by Susan Taylor, seconded by Brian Curtis, the following action items were approved. Roll call vote:

Susan Taylor – yes
 Brian Curtis – yes
 Len DiGiacomo – yes
 Glenn Forney – yes
 Deanna McGinnis – yes
 James Southard – yes
 Eve Waite – abstain to #1; yes to remainder. Motion carried.

- 1) Recommend the Board approve the following individual as a teacher mentor:

Daniel Wythoff

- 2) Recommend the Board approve the following individual as a district substitute effective December 18, 2019, pending completion of paperwork:

Michael A. Derrick (custodial substitute)

- 3) Recommend the Board approve the termination of two employees whose names are on file in the Superintendent’s office.

FINANCE: (Glenn Forney, Chairperson)

A. Information Items:

- a) CAFR – year ending June 30, 2019. The Summary of Audit report provided for public review. There were no recommendations.
- b) Official Election Results:
 Kerry Douglas – 736
 Brian Curtis – 615
 Madinah Day – 353
- c) RFQ for District Solicitor due on December 12, 2019 at 10:00am – two responses received. (RFQs sent via email)

B. Action Items:

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

- 1) Recommend the Board approve the following payrolls:
 - a. November 31, 2019- \$ 275,555.95
 - b. December 15, 2019 - \$ 299,712.52 (includes stipends & waivers)
 - c. December 31, 2019 - \$ 276,544.28
- 2) Recommend the Board approve the following invoices for payment: **(19-20-33)**
 Regular Bills: \$ 384,841.89
- 3) Recommend the Board approve Line Item Transfers dated November 30, 2019. **(19-20-34)**
- 4) Recommend the Board approve the Treasurer’s Report dated November 30, 2019. **(19-20-35)**
- 5) Recommend the Board approve the Board Secretary’s Report dated November 30, 2019. **(19-20-36)**
- 6) Pursuant to N.J.A.C. 6A:23-2.12(c)4*, we certify that as of November 30, 2019 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, 2019 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. **(19-20-37)**
- 8) Recommend the Board approve the following Cafeteria expenses:

9/6/2019	1435	Sam's Club (Membership Renewal # 3411264931890)	\$ (45.00)
9/17/2019	1436	Aqua Clean Toilet Systems LLC (Inv.#A-2019-1150) Grease Trap	\$ (220.00)
9/17/2019	1437	Western Pest Services (Invoice #5136052B - September	\$ (76.50)
10/18/2019	1438	Nutri-Serve Food Mgmt., Inc. (08/16/19 to 09/30/19)	\$ (18,241.80)
10/18/2019	1439	Western Pest Services (Invoice #5159551B - October)	\$ (76.50)
10/24/2019	1440	Mack Industries (Inv.# 56334 - New Burner)	\$ (1,791.23)
11/18/2019	1441	Western Pest Services (Invoice #5185794B - November)	\$ (76.50)
11/21/2019	1442	Confires Fire Protection SVS, LLC (Inv.#7010983)Hood Inspection	\$ (225.70)

- 9) Recommend the Board approve and accept the Comprehensive Annual Financial Report for the year ending June 30, 2019. There were no recommendations. (sent via email)

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
3/4/20	7 th /8 th Grade	Teen Arts Festival RCBC, Mt. Laurel	9:00 am – 1:30 pm	4 Staff/10 Parents
6/5/20	1 st Grade	Philadelphia Zoo	8:45 am – 2:00 pm	6 Staff/21 Parents
5/1/20	6 th Grade	Mutter Museum, Philadelphia	9:00 am – 2:00 pm	6 Staff/4 Parents

PUBLIC PARTICIPATION:

-Mr. Graham inquired when the CAFR footnotes would be available. Mrs. Smith responded that the entire CAFR would be posted online. He also thanked the nurses for their efforts in collecting gifts for students who might otherwise not receive any.

-Mr. Besko stated that the holiday concerts were a great success. Mrs. Taylor stated mentioned that the art show was phenomenal and that the scavenger hunt was a great idea.

RECOGNITION:

Mrs. Taylor read a resolution honoring Mr. Southard's service as a board member. Mr. Duckett presented him with a ceremonial plate.

ADJOURNMENT:

With no further business to discuss, the Board meeting was adjourned at 7:32 p.m. on a motion by James Southard, seconded by Susan Taylor. All in favor.

Respectfully submitted,

Marian F. Smith
Business Administrator/Board Secretary