

EASTAMPTON TOWNSHIP BOARD OF EDUCATION

Reorganization Meeting Minutes

January 8, 2019

The Reorganization Meeting of the Eastampton Township Board of Education was called to order at 7:00p.m. by Marian F. Smith, Business Administrator/Board Secretary.

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 16, 2018.
- B. Mailed written notice to the *Burlington County Times* on and the *Courier Post* on January 16, 2018..
- C. Filed written notice with the Clerk of Eastampton Township on January 11, 2018.
- 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 - present
 Len DiGiacomo - present
 James Southard - present
 Eve Waite - present

Ambrose F. Duckett, III, Superintendent of Schools
 Marian Smith, Business Administrator/Board Secretary

FIRE EXITS

FINAL ELECTION RESULTS –November 6, 2018:

Board of Education Candidates:
 Three three-year term seats were available:

<u>Candidates</u>	<u>Total Votes</u>
Glenn Forney	1024
Susan Taylor	1059
Deanna McGinnis	1009
Kerry Douglas	637
Trenna Stout	681
Medina Day	425

OATH OF OFFICE:

Glenn Forney
 Susan Taylor

Deanna McGinnis

ELECTION OF OFFICERS:

- A. Call for nominations for Board President by Board Secretary - Mrs. Smith opened the floor for nominations for the position of Board President. Susan Taylor nominated Brian Curtis with Len DiGiacomo seconding the motion. There were no other nominations. Roll call vote: Unanimous. The meeting was turned over to Mr. Curtis.
- B. Call for nominations for Board Vice-President by Board President – Brian Curtis opened the floor for nominations for the position of vice-president. Susan Taylor nominated Glenn Forney with Deanna McGinnis seconding the motion. There were no other nominations. Roll call vote: Unanimous.
- C. Reading and signing of New Jersey School Board Member Code of Ethics forms – **(2018-2019 Strauss Esmay School Ethics PowerPoint presentation sent via email)**
- D. Appointment of Committee Chairs

Personnel – Susan Taylor
 Finance – Glenn Forney
 Policy & Legislative Action – Len DiGiacomo
 Future Planning/Twp Liaison– Brian Curtis
 Curriculum – Deanna McGinnis
 Building & Grounds – Eve Waite

MEETING DATES AND TIMES:

On a motion by Brian Curtis, seconded by Glenn Forney, the following resolution was approved. Roll call vote: Unanimous. Motion carried.

Open Public Meetings Act – Establish Meeting Dates, Time and Place

RESOLVED that the Eastampton Board of Education, pursuant to Chapter 231, PAL. (Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Education will be held in the Library at the Eastampton Community School, 1 Student Drive, Eastampton, NJ 08060 at 7:00 p.m. **and an executive session to begin at 6:30pm** as set forth below unless indicated otherwise:

BE IT FURTHER RESOLVED that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary

BE IT FURTHER RESOLVED that the Board of Education does hereby designate the *Burlington County Times* and the *Courier Post* as official newspapers to receive notices of meetings; and

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education will be posted in the Front Office showcase and on the District website.

BE IT FURTHER RESOLVED that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED that, in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than three (3) minutes per individual.
- The Board vests in its President, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

BE IT FURTHER RESOLVED that individuals or organizations desiring notification of Board Meetings shall request such notification through the Board Secretary's Office and be charged an annual fee of \$25.00, paid in advance.

BE IT FURTHER RESOLVED that the Board of Education will meet on the following dates:

January 22
 February 19
 March 19
 April 30 – Budget Public Hearing
 May 21
 June 18
 August 27 – Exec. session at 6:00pm; Goal setting from 6:30-7:30pm; Regular meeting begins at 7:30pm
 September 17
 October 15
 November 19
 December 17
 January 7, 2020 (Reorganization)

REORGANIZATION APPOINTMENTS/DESIGNATIONS:

On a motion by Susan Taylor, seconded by Len DiGiacomo, the following reorganization items were approved. Roll call vote:

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

A. Action Items:

- 1) Recommend the board approve the following reorganization items for the 2019 calendar year:

A. POLICY:

- 1) Adopt Existing bylaws and policies for continuity of operation of the Board and the school system.
- 2) Adopt Code of Ethics established by New Jersey Department of Education 18A:12-21 et. Seq.
- 3) Adopt Robert's Rules of Order as the basis for the conduct of all meetings of the Board.

B. APPOINTMENTS/DESIGNATIONS:

1) Finance:

- Accept the attached Budget Process calendar for the 2019-2020 Budget Year (**hand carried**)

- Recommend the Board approve Parker McCay, P.A. as district solicitor for the period January 1, 2019 to December 31, 2020. (**Solicitor Proposals sent via email**)

2) Curriculum:

- Continuation of existing curricula and textbooks and materials
- Authorization of pupil records to be collected and maintained by authorized certified school personnel as outlined by State rules and regulations

ADJOURNMENT TO REGULAR MEETING:

On a motion by Brian Curtis, seconded by Glenn Forney, the Board adjourned to the regular meeting at 7:24pm.

FINANCE:

A. Action Items:

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

- 1) Recommend the Board approve the attached requests for professional development.

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)).

NONE

ADJOURNMENT:

With no further business to discuss, the Board meeting was adjourned at 7:25 p.m. on a motion by Brian Curtis, seconded by Susan Taylor. All in favor.

Respectfully submitted,

Marian F. Smith
Business Administrator/Board Secretary