# EASTAMPTON TOWNSHIP BOARD OF EDUCATION

# Regular Meeting Minutes November 13, 2018

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 16, 2018.
- **B.** Mailed written notice to the *Burlington County Times* 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:**

Glenn Forney, President Brian Curtis, Vice President Len DiGiacomo Deanna McGinnis James Southard Susan Taylor Eve Waite

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

### **FIRE EXITS**

# **PRESENTATIONS:**

**A.** Student Recognitions – Mrs. Rucci, Assistant Principal and Mrs. Eagles, Child Study Team Supervisor.

### 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

### **MINUTES:**

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 – yes Len DiGiacomo – yes

James Southard – yes

Susan Taylor – yes

Eve Waite – yes to September 18, 2018; abstain to October 16, 2018

Motion carried.

September 18, 2018 (Regular & Exec. Session) October 16, 2018 (Regular & Exec. Session) (18-19-25)

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

#### A. Action Items:

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

- 1) Recommend the Board approve a maternity leave request by Kelsey Vignola, MS Speech Therapist, using sick/personal days from January 14, 2019 to January 29, 2019 and an unpaid leave of absence from January 30, 2019 to April 29, 2019.
- 2) Recommend the Board approve the following individual as district substitute effective November 14, 2018, pending completion of paperwork:

Mary Jane Kominkiewicz

# FINANCE: (Eve Waite, Chairperson)

#### A. Information Items:

1) Unofficial Election Results:

Glenn Forney - 888

Susan Taylor – 912

Deanna McGinnis – 855

Kerry Douglas - 545

Trenna Stout - 580

Madinah Day -346

Write in (David Shaw) - 197

- 2) District's application for Emergency Aid to restore the 18-19 state budget reduction of \$107,562 was denied on October 16, 2018.
- 3) Impact Aid application from 17-18 (FY 2019) school year approved for \$1,876.68 in funding.
- 4) District's State of New Jersey Federal Surplus Property Program application approved October 31, 2018.

#### **B.** Action Items:

On a motion by Eve Waive, seconded by Len DiGiacomo, the following action items were approved. Roll call vote:

Eve Waite – abstain to #1 & 2; yes to remainder
Len DiGiacomo – yes
Brian Curtis – yes
Deanna McGinnis – yes
James Southard – yes
Susan Taylor – yes
Glenn Forney – yes
Motion carried.

- 1) Recommend the Board approve the following payrolls:
  - a. October 15, 2018 \$259,299.15
  - **b.** October 31, 2018 \$261,582.17
  - **c.** November 15, 2018 \$262,229.12
- 2) Recommend the Board approve the following invoices for payment: (18-19-28)

Regular Bills: \$291,979.24

- 3) Recommend the Board approve the October 2018 Line Item Transfers. (18-19-29)
- 4) Recommend the Board approve the Treasurer's Report dated October 31, 2018. (18-19-30)
- 5) Recommend the Board approve the Board Secretary's Report dated October 31, 2018. (18-19-31)
- 6) Pursuant to N.J.A.C. 6A:23-2.12(c)4\*, we certify that as of October 31, 2018 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 October 31, 2018 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 Student Activity expenses:

1786	10/15/2018	Austin Barr (Soccer Ref-Boys Game - 10/10/18)	\$ (75.00)
1787	10/16/2018	Daniel Wythoff (DJ for School Dance 10/19/18) 8th Gr	\$ (100.00)
1788	10/18/2018	Archie Jardine (Soccer Ref - Boys Game 10/15/18)	\$ (75.00)
1789	10/18/2018	John LaPierre (Soccer Ref- Boys Game 10/12/18)	\$ (75.00)
1790	10/18/2018	Don Klecher (Soccer Ref - Girls Game 10/17/18)	\$ (75.00)
1791	10/18/2019	Pat's Pizza (Pizza for school dance 10/19)8th Gr	\$ (39.00)

1792	10/24/2018	Philly's Pretzel Factory (Inv.# 182951 & 182952) 8th Gr	\$ (74.00)
1793	10/29/2018	Archie Jardine (Soccer Ref - Boys Game 10/23/18)	\$ (75.00)
1792	10/30/2018	Philly's Pretzel Factory (Inv.# 183031) 8th Gr	\$ (40.00)
		EZFUND.COM (Inv.# Inv-58327) Smencils (Student	
1795	10/31/2018	Council)	\$ (570.00)
1796	11/2/2018	Dennis Hennessy (Soccer Referee - Boys Game 10/24/18)	\$ (75.00)
1797	11/2/2018	John Scola (Soccer Referee - Girls Game 10/29/18)	\$ (75.00)

8) Recommend the Board approve the following Cafeteria expenses:

10/16/2018 1392 Western Pest Services (Invoice # 4853422B) October \$ (76.50)

9) Recommend the Board approve the following out of district placements:

BCSSSD: NA pro-rated from 10/9/2018 \$48,747 + one to one aide

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

#### A. Action Items:

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

1) Recommend the Board approve the first reading of the following policy required for QSAC:

3144.12 Certification of Tenure Charges – Inefficiency (18-19-32)

### **CURRICULUM:** (Deanna McGinnis, Chairperson)

#### **B.** Action Items:

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

1) Recommend the Board approve the following field trip:

Date	Students	Destination	Time	Chaperones
5/16/18	7 <sup>th</sup> & 8 <sup>th</sup>	NYC – Broadway Theater/ Rockefeller Center	9:00 am – 8:30 pm	4 staff/38 parents

2) Recommend the Board approve the NJQSAC District Performance Review Declaration Page for School Year 2018-2019, as attached, and DPRs (separate email). (18-19-33)

# **BUILDINGS AND GROUNDS: (James Southard, Chairperson)**

#### A. Action Item:

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

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

Group		Purpose	Date	Time	Room	
1	Westampton	Futsal	12/9, 12/16, 1/6, 1/13,	9:30 am - 7:30 pm	MS Gym	

	Rec		1/20, 1/27, 2/3, 2/10,		
			2/17, 2/24		
2	PTA	PTA 'Funds' Meeting	11/28/18	6:30 pm – 9:00 pm	Cafetorium
3	PTA	Breakfast with	12/1/18	8:30 am – 3:00 pm	Cafetorium
		Santa/Craft Bazaar			
4	PTA	Secret Santa Shop Set-up	11/30/18	6:30pm – 9:00 pm	Makers Space
5	PTA	Secret Santa Shop	12/1/18	10:00 am – 3:00 pm	Makers Space

### **PUBLIC PARTICIPATION:**

-Mr. Graham referenced an article regarding website accessibility. Mr. Forney and Mr. Duckett responded that they would look into the requirements.

### ADJOURNMENT TO EXECUTIVE SESSION:

On a motion by Glenn Forney, seconded by Deanna McGinnis, the Board entered executive session at 7:25 p.m. All in favor.

# Eastampton Township School District Board of Education Resolution 2017-2018 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 h 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 8:15 p.m. this evening.

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Eastampton Township School

<u>x</u> 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 7:53 p.m. All in favor.

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

#### A. Information Item:

1) HIB Report dated November 5, 2018. (18-19-26)

#### B. Action Items:

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

- 1) Recommend the Board approve the Action Item on HIB Report dated November 5, 2018. (18-19-26)
- 2) Recommend the Board ratify the MOA dated October 2, 2018 and the Collective Bargaining Agreement between the ETEA and the Board of Education for the period July 1, 2018 to June 30, 2021(attachment).
- 3) Recommend the Board approve an agreement with the NEA, the NJEA and its local affiliates regarding union membership and/or dues as provided by Parker McCay, P.A.

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

#### A. Action Items:

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

Susan Taylor – yes Eve Waite – yes Brian Curtis – yes Len DiGiacomo – abstain Deanna McGinnis – yes James Southard – yes Glenn Forney – yes

Motion carried.

2) Recommend the Board approve the following individuals as district substitutes effective November 14, 2018 pending completion of paperwork:

Additional names:

Brandon Stahl
Denise Street (substitute custodian)

3) Recommend the Board approve the attached salaries for the 2018-2019 school year. Contracts will be issued following board approval for 10 and 12 month employees (attachment).

### **NEW BUSINESS:**

- -Mr. DiGiacomo indicated that the Delegate Assembly would be held on November 17, 2018 and reviewed some of the topics of discussion.
- -Mr. Forney indicated that Mrs. Smith would send an email to board members to sign up to attend future township meetings.
- -Mrs. Taylor suggested that the board begin their executive sessions at 6:30pm ahead of the regular meeting at 7pm. The board agreed to make this change.

### **ADJOURNMENT:**

With no further business to discuss, the Board meeting was adjourned at 8:12 p.m. on a motion by Glenn Forney, seconded by Susan Taylor. All in favor.

Respectfully submitted,

Marian F. Smith Business Administrator/Board Secretary