

**EASTAMPTON TOWNSHIP BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**October 16, 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**

**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* 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 - present  
 Brian Curtis, Vice President - present  
 Len DiGiacomo - present  
 Deanna McGinnis - present  
 James Southard - present  
 Susan Taylor - present  
 Eve Waite - absent

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

**FIRE EXITS**

**PRESENTATIONS:**

- A. Student Recognitions – Mr. Duckett, Superintendent/Principal

**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

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

**A. Information Items:**

- 1) Bus Drills held on September 26, 2018 at 8:15am. Mr. Duckett, Mrs. Smith, and Mrs. Rucci were present while the bus drivers conducted the drill for all seven routes.
- 2) HIB Report dated October 12, 2018. **(18-19-18)**

**B. Action Item:**

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

- 1) Recommend the Board approve the School Safety and Security Plan Annual Review Statement of Assurance. **(18-19-19)**

**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 a move across the guide for Michael Shoukry from BA+30-Step 3, to MA-Step 3, \$55,187.00 pro-rated from November 1, 2018.

**FINANCE: (Eve Waite, Chairperson)**

**A. Action Items:**

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

- 1) Recommend the Board approve the following payrolls:
  - a. September 30, 2018 - \$259,482.13
- 2) Recommend the Board approve the following invoices for payment: **(18-19-20)**

Regular Bills:      \$300,311.36
- 3) Recommend the Board approve the September 2018 Line Item Transfers. **(18-19-21)**
- 4) Recommend the Board approve the Treasurer's Report dated September 30, 2018. **(18-19-22)**
- 5) Recommend the Board approve the Board Secretary's Report dated September 30, 2018. **(18-19-23)**
- 6) Pursuant to N.J.A.C. 6A:23-2.12(c)4\*, we certify that as of September 30, 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 September 30, 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:

1779	9/12/2018	Sherwin Williams (Trans # 6149-6) Student Council-Garden	\$	(456.59)
1780	9/20/2018	Philly's Pretzel Factory (Inv.#182621)-200 Pretzels - 8th Gr	\$	(64.00)
1781	9/25/2018	Philly's Pretzel Factory (Inv.#182671)-365 Pretzels - 8th Gr	\$	(116.80)
1782	10/3/2018	Philly's Pretzel Factory (Inv.#182761)-200 Pretzels - 8th Gr	\$	(64.00)
1783	10/10/2018	Robert Katz (Soccer Referee - Girls Game - 10/4/18)	\$	(75.00)
		John LaPierre (Soccer Ref-Boys Game 9/27 & Girls Game 10/3/18)	\$	(150.00)
1784	10/10/2018		\$	(150.00)
1785	10/11/2018	Philly's Pretzel Factory (Inv.#182831)-150 Pretzels - 8th Gr	\$	(48.00)

8) Recommend the Board approve the following Cafeteria expenses:

9/17/2018	1387	Sam's Club (order # 1923198064)	\$	(687.22)
9/17/2018	1388	Western Pest Services (Invoice # 4826369B) Sept	\$	(76.50)
9/17/2018	1389	Cintas Fire Protection(Inv.#0d47519396-Partial)Kitchen Insp	\$	(150.00)
9/18/2018	1390	Dennis Street(Reimb. For price increase at Sam's Club)	\$	(16.75)
10/9/2018	1391	Nutri-Serve Food Mgmt., Inc. (08/17/18 to 09/27/18)	\$	(21,697.36)

9) Recommend the Board approve the attached three year Comprehensive Maintenance Form, Form M-1, Addendum A and Facilities Checklist. (18-19-24)

10) Recommend the Board approve Walsh Legacy, LLC to provide homebound instruction for the 2018-2019 school year on an as needed basis.

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

**A. Action Items:**

On a motion by Deanna McGinnis, seconded by Susan Taylor, 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
12/18/18	7 <sup>th</sup> /8 <sup>th</sup> Grades	Music Performance at Moorestown Mall	10:15 am – 1:30 pm	3 staff/20 parents
3/20/19	5 <sup>th</sup> /6 <sup>th</sup> Grades	Kimmel Center – Philadelphia Orchestra	9:15 am – 2:00 pm	2 staff/18 parents

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

**A. Action Item:**

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

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

	Group	Purpose	Date	Time	Room
1	PTA	Halloween Fun Night	Oct 12 (retroactively)	6:00-9:00 pm	Cafeteria

### **PUBLIC PARTICIPATION:**

- Mr. Graham inquired about online payments for student lunch accounts. Mrs. Smith indicated that there was a cost to both parents and the school associated with implementing online payments and that it would require additional staff. Mr. Forney added that current regulations do not allow schools to operate with a negative balance in the cafeteria account and that schools should avoid any scenarios that could lead to that status.
- Mrs. Norton questioned the K-2 grading policy. Mr. Duckett invited her to meet with him to review the details.

### **SPECIAL RECOGNITION:**

- A. Glavan's Garden – On behalf of the Board, Mrs. Taylor recognized Mr. Glavan for his work over the summer in transforming the courtyard area into a student learning center. A brick has been dedicated by the Board of Education in his honor.

### **ADJOURNMENT TO EXECUTIVE SESSION:**

On a motion by Glenn Forney, seconded by Deanna McGinnis, the Board entered executive session at 7:20 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 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 7:35 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 Deanna McGinnis, the Board returned to open session at 7:30 p.m. All in favor.

#### **ADJOURNMENT:**

With no further business to discuss, the Board meeting was adjourned at 7:33 p.m. on a motion by Glenn Forney, seconded by Len DiGiacomo. All in favor.

Respectfully submitted,

Marian F. Smith  
Business Administrator/Board Secretary

