

EASTAMPTON TOWNSHIP BOARD OF EDUCATION
Regular Meeting Minutes
September 18, 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 - 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: (18-19-11)

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

Glenn Forney – yes
 Len DiGiacomo – yes
 Brian Curtis – yes

Deanna McGinnis – abstain

James Southard – abstain

Susan Taylor – yes

Eve Waite – yes

Motion carried.

August 28, 2018 (Regular and Executive session)

ADJOURNMENT TO EXECUTIVE SESSION:

On a motion by Glenn Forney, seconded by Deanna McGinnis, the Board entered executive session at 7:05 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 7:20 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 James Southard, the Board returned to open session at 7:45 p.m. All in favor.

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

A. Information Items:

- 1) Opening of School

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 – abstain to #3; yes to remainder
 Brian Curtis – yes
 Len DiGiacomo – abstain to #6; yes to remainder
 Deanna McGinnis – yes
 James Southard – yes
 Glenn Forney – yes

Motion carried.

- 1) Recommend the Board approve the following staff members for 2018-2019 extra-curricular appointments as indicated, with stipends as per negotiated agreement:

Angela Mosley Chaperone

- 2) Recommend the Board approve the following individual as district substitute effective September 19, 2018:

Tracey Geiger

- 3) Recommend the Board approve the following individuals as volunteers for the 2018-2019 school year:

Elizabeth Loven
 Eve Waite

Kari Thalwitzer
 Kerry (Gans) Douglas
 Rae Littlehale
 Evan Crotty
 Lina Cagle

- 4) Recommend the Board approve the attached updated secretarial job descriptions. (18-19-12)
- 5) Recommend the Board deny the request for reinstatement of increment for an employee whose name is on file with the Superintendent's Office.
- 6) Recommend the Board approve Kelly Horne as School Safety Specialist with a stipend of \$2500/yr.

FINANCE: (Eve Waite, Chairperson)

A. Information Items:

- 1) RFQ for Behavior Consultation Services posted online on August 29, 2018 with a due date of September 13, 2018. Responses were received from Brett DiNovi & Associates, L.L.C. and Interactive Kids.
- 2) 2018-2019 Audit Completed
- 3) Budget Calendar FY20

B. Action Items:

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

Eve Waite – abstain to #1 & 2; yes to remainder
 Brian Curtis – yes
 Len DiGiacomo – yes
 Deanna McGinnis – yes
 James Southard – abstain to #14; yes to remainder
 Susan Taylor – yes
 Glenn Forney – yes Motion carried.

- 1) Recommend the Board approve the following payrolls:
 - a. September 15, 2018 - \$257,457.12
- 2) Recommend the Board approve the following invoices for payment: (18-19-13)

Regular Bills: \$428,966.72 (Includes Debt Service pmt. of \$148,200)
- 3) Recommend the Board approve the August 2018 Line Item Transfers. (18-19-14)
- 4) Recommend the Board approve the Treasurer's Report dated August 31, 2018. (18-19-15)

- 5) Recommend the Board approve the Board Secretary's Report dated August 31, 2018. **(18-19-16)**
- 6) Pursuant to N.J.A.C. 6A:23-2.12(c)4*, we certify that as of August 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 August 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:

1778 9/1/2018 Robert Glavan (Reimb. For garden materials) Student Council \$ (326.26)

- 8) Recommend the Board approve the following Cafeteria expenses:

8/15/2019	1383	Western Pest Services (Invoice # 4799638B) August	\$	(76.50)
8/22/2018	1384	Dell Marketing L.P (Inv.# 10260407389) 2 Cash Registers)	\$	(3,687.64)
8/30/2018	1385	Sam's Club (Membership Renewal # 3411264931890)	\$	(45.00)
8/30/2018	1386	Aqua Clean Toilet Systems LLC (Inv.# A-2018-66)Grease Trap	\$	(220.00)

- 9) Recommend the Board approve the following out-of-district 18-19 placements:

Placement	Student(s)	Tuition per Student
Westampton Board of Education	JT	\$21,000 +ESY 18-19

- 10) Recommend the Board approve the attached bus routes for the 2018-2019 school year. Routes inside of the 2 mile radius are deemed hazardous. **(18-19-17)**
- 11) Recommend the Board approve Sara Eisenhuth to provide OT services at \$65/hr. in a non-fair and open process. Services will be provided for up to three days/week.
- 12) Recommend the Board approve a contract with Catapult Learning for the provision of Non Public Nursing Services to TCA for the 2018-2019 school year.
- 13) Recommend the Board approve the following Non Public expenditures for TCA for the 2018-2019 school year:

Non Public Technology Aid: Rosetta Stone software for Spanish instruction will be purchased with NP Technology Aid of \$3,060 to provide instruction for grades 5-8.

Non Public Security Aid: Emergency exit and egress lighting to be provided by Machusak Electric Inc.; Bevan Security to provide smoke alarms throughout the classrooms. Total funding: \$6,375.

- 14) Recommend the Board approve Interactive Kids to provide ABA services for the 2018-2019 school year.

POLICY: (Len DiGiacomo, Chairperson)

A. Action Items:

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

- 1) Recommend the Board approve the second reading and adoption of the following policies and regulations:

P & R 1613	Disclosure and Review of Applicant's Employment History (M) (New)
P & R 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)

NOTE: Mr. Forney inquired about the status of the volunteer policy. Mr. Duckett replied that the only change is that volunteers cannot enter the building before 8:30am. This was instituted for the safety of the students and the staff.

CURRICULUM: (Deanna McGinnis, Chairperson)

A. Action Items:

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 2018-2019 curriculum (available for review at www.etsdnj.us), as well as textbooks, nursing program, and substance abuse prevention program, currently in use.

PUBLIC PARTICIPATION:

-Mr. Graham asked how the SRO position would be covered during an absence. Mr. Duckett replied that the district has a long standing arrangement with the police department. Mr. Forney responded that the details will not be released for security reasons.

ADJOURNMENT:

With no further business to discuss, the Board meeting was adjourned at 8:28 p.m. on a motion by Glenn Forney, seconded by Deanna McGinnis. All in favor.

Respectfully submitted,

Marian F. Smith
Business Administrator/Board Secretary