

EASTAMPTON TOWNSHIP BOARD OF EDUCATION
Regular Meeting Minutes
February 27, 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

After the flag salute, the Board held a moment of silence for the victims of the Parkland shooting incident. Mr. Forney stated that the Board would be discussing the school's security procedures in detail during this meeting.

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

PRESENTATION:

- 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)).

1. Mr. Nolen requested more information on the safety precautions being addressed. Mr. Forney stated that the board will hold a discussion in executive session and that his questions would be addressed later in the agenda.

2. Mr. Springer questioned the use of the word “meeting” in reference to item #1 under Superintendent’s Report. Mr. Forney stated that the entire board would be in attendance on March 14th and, in accordance with the Sunshine Law, it is required to be advertised as a meeting. Mr. Buck asked if the public was going to be invited to the meeting. Mr. Duckett explained that the district was prepared to have an interactive meeting with the attendees and asked Mr. Springer if town council would be doing the same. Mr. Springer indicated that town council would be present but would not be participants. Mr. Springer stated that the Fire District would be present as well. Mr. Forney asked Mr. Springer if the township was going to provide an agenda. Mr. Springer referred Mr. Forney to the township manager.

APPROVAL OF MINUTES: (17-18-61)

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

January 23, 2018 (Regular & Exec Session)

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

A. Information Items:

- 1) March 14, 2018 – 7pm – Joint meeting with Township - Cafetorium
- 2) Second Bus Emergency Drill – Held on 2/21/18 for the entire student body. Mr. Duckett, Mrs. Smith, Mrs. Phillips, and Officer Horne were present. The drills started at 8:45am and ended at 10:45am. (17-18-62)

RETURN TO PUBLIC PARTICIPATION (AGENDA ITEMS ONLY)

On a motion by Len DiGiacomo, seconded by Glenn Forney, public participation was re-opened at 7:15pm to acknowledge three students who wished to make a statement. All in favor.

-A. O’Brien, I. Diaz, and B. Seibel read statements in favor of a teaching staff member and presented a petition.

ADJOURNMENT TO EXECUTIVE SESSION:

On a motion by Glenn Forney, seconded by Len DiGiacomo, the Board entered executive session at 7:16p.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 7:50 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:

- 1) Recommend the Board approve the following individual as district substitute effective February 28, 2018, pending completion of paperwork:

Joan Bellavista

- 2) Recommend the Board approve the non-renewal of staff members as discussed and whose names are on file in the Superintendent's office.
- 3) Recommend the Board approve the maternity request of Caryn Wallace to begin on April 9th and end on or about June 29th. Accumulated sick leave will be used from April 9th and FMLA will run concurrently from April 9th.

FINANCE: (Eve Waite, Chairperson)

A. Information Items:

- 1) Revised Budget Calendar **(17-18-63)**
- 2) Awards from Joint Insurance Fund

B. Action Items:

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

Eve Waite – abstain to #1 and 2; yes to remainder

Brian Curtis – yes

Len DiGiacomo – yes

Deanna McGinnis – yes

James Southard – yes

Susan Taylor – yes

Glenn Forney – yes

Motion carried.

- 1) Recommend the Board approve the following payrolls:

- a. January 31, 2018 - \$267,249.38
- b. February 15, 2018 - \$281,643.27
- c. February 28, 2018 - \$ 275,298.10

- 2) Recommend the Board approve the following invoices for payment: **(17-18-64)**

Regular Bills - \$ 311,944.73

- 3) Recommend the Board approve the January 2018 Line Item Transfers. **(17-18-65)**
- 4) Recommend the Board approve the Treasurer's Report dated January 31, 2018. **(17-18-66)**
- 5) Recommend the Board approve the Board Secretary's Report dated January 31, 2018. **(17-18-67)**
- 6) Pursuant to N.J.A.C. 6A:23-2.12(c)4*, we certify that as of January 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 January 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:

1684	1/17/2018	Philly Pretzel Factory (Inv.#180111 1/19/18)-8th Gr	\$	(34.00)
1685	1/18/2018	Jack Rowland (Basketball Ref - 1/11 Boys/Girls Games)	\$	(114.00)
1686	1/18/2018	Samantha Andrews (Basketball Ref - 1/11 Girls Game)	\$	(57.00)
1687	1/18/2018	George Calhoun (Basketball Ref - 1/11 Boys Game)	\$	(57.00)
1688	1/18/2018	Pat's Pizza (8 pizzas for VolleyBall Game 1/1/9) 8th Gr	\$	(64.00)
1689	1/24/2018	Stacy Scott (Basketball Ref - 1/3 Boys/Girls Games)	\$	(114.00)
1690	1/26/2018	David Gould (Basketball Ref - 1/24 Boys/Girls Games) James Wolfe (Basketball Ref - 12/11/17 & 1/24/18 B&G Games)	\$	(114.00)
1691	1/26/2018		\$	(228.00)
1692	1/30/2018	Steven Fuller (Basketball Ref - 1/26 Boys/Girls Games)	\$	(114.00)
1693	1/30/2018	Robert Ray (Basketball Ref - 1/26 Boys/Girls Games)	\$	(114.00)
1694	2/5/2018	So. Jersey Umpire Assoc (Softball Assignors Fee)	\$	(25.00)
1695	2/5/2018	So. Jersey Umpire Assoc (Baseball Assignors Fee)	\$	(25.00)
1696	2/5/2018	David Thomas Trailways (Res#93145-NYC Trip)Dep-B/C	\$	(400.00)
1697	2/8/2018	Pat's Pizza (5 Pizzas for Dance-2/9/18) 8th Gr	\$	(39.50)
1698	2/8/2018	Ronald Milke (DJ for Valentine Dance - 2/9) 8th Gr	\$	(140.00)
1699	2/14/2018	Grounds for Sculpture (Deposit for Art Club Trip)Marks	\$	(50.00)
1700	2/15/2018	WAWA, Inc. (Order #8635- 1150 Coupons)-Band/Chorus	\$	(3,450.00)
1701	2/15/2018	The Phila Orch Assoc (Order #18820129)band/chorus	\$	(640.00)
1702	2/15/2018	Group Sales Box Office (Order #729156)band/chorus	\$	(4,694.50)

8) Recommend the Board approve the following Cafeteria expenses:

1/18/2018	1353	Stephanie Schwab (Refund Check) S/B PTA	\$	(60.00)
2/8/2018	1354	Waste Mgmt of NJ (Inv.# 2782594-0502-7 - January Services)	\$	(1,360.22)
2/12/2018	1355	Nutri-Serve Food Mgmt., Inc. (12/29/17 to 02/01/18)	\$	(21,044.51)
2/15/2018	1356	Western Pest Services (Inv.#4675178B-Feb Service)	\$	(76.50)
2/23/2018	1357	Sam's Club (Order # 791602308)	\$	(633.28)

9) Recommend the Board approve an out of district tuition contract with Westampton Board of Education for JT effective 1/16/18 for \$21,000 (pro-rated).

10) Recommend the Board approve the requests for professional development as attached (17-18-68)

- 11) Recommend the Board approve the following resolution requesting a Waiver of Requirements for the Special Education Medicaid Initiative (SEMI) Program:

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2018-2019 school year, and

Whereas, the Eastampton Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students and participation in SEMI would not provide a cost benefit to the district based on the projection of the district's available SEMI reimbursement for the 2018-2019 budget year

Now Therefore Be It Resolved that the Eastampton Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Burlington an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2018-2019 school year.

- 12) Recommend the Board renew the contract with Nutri-Serve Food Management, Inc. to provide food service management for the 2018-19 school year in accordance with the terms and conditions of the base year contract.

Per Meal Fee:

The management fee is a cents-per-meal management fee comprised of two parts. For each student meal served, the fee is \$0.1529 cents. For each meal equal served (all non-reimbursable income divided by a meal equal factor of \$1.00) the fee is \$0.1002 cents. The sum of these two fees is the total management fee. CPI for renewal is 3.00%.

POLICY: (Len DiGiacomo, Chairperson)

A. Action Items:

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

- 1) Recommend the Board approve the first reading of the following policies/regulation guides (Policy Alert 214) (**sent in separate e-mail**)

P 0169.02	Board Member Use of Social Networks (New)
P 3437	Military Leave (Revised)
P 4437	Military Leave (Revised)
R 7101	Educational Adequacy of Capital Projects (Revised)
P 7425	Lead Testing of Water in Schools (New)
P & R 7440	School District Security (M) (Revised)
P & R 7441	Electronic Surveillance in School Buildings and on School Grounds (M) (Revised)
P 8507	Breakfast Offer versus Serve (OVS) (M) (Revised)
P 8630	Bus Driver/Bus Aide Responsibility (M) (Revised)
R 8630	Emergency School Bus Procedures (M) (Revised)

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 following field trips:

Date	Students	Destination	Time	Chaperones
5/2/18	66 7 th & 8 th Graders	Broadway Musical “Hello Dolly”, NYC	9:00 am – 9:00 pm	4 staff/ 42 parents
4/13/18	42 Art Club 8 th Graders	Grounds for Sculpture Hamilton Township	9:00 am – 2:00 pm	2 staff/ 5 parents
3/14/18	45 7 th & 8 th Graders	Teen Arts Festival Rowan College at BCC, Mt. Laurel	9:00 am – 2:00 pm	4 staff/ 4 parents

BUILDINGS AND GROUNDS: (James Southard, Chairperson)

A. Action Items:

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 amend the following requests for use of facilities:

	Group	Purpose	Date	Time	Room
1	Township/Board	Township Joint Meeting	Mar 14	7:00 pm	Cafetorium
2	PTA	Gertrude Hawk fundraiser pick-up	Mar 14	3:30-6:00 pm	Hallway between Library and Makers Space
3	Wellness Committee	Wellness Fair	May 17	6:30-8:30 pm	Cafetorium
4	PTA	Mad Science	Mar 22, 29, Apr 12, 19, 26, May 3, 10, 17	3:00-4:15 pm	Makers Space
5	Westampton Rec. Department	Adult Co-ed Softball	Mar 25 Apr 1, 8, 15, 22, 29 May 6, 13, 20, 27 Jun 3, 10, 17, 24 Jul 1, 8, 15, 22, 28	9:00 am – 4:30 pm	Softball Field
6	Westampton Rec. Department	Basketball Practice	Apr 9, 16, 23, 30 May 7, 14, 21 Jun 4, 11	6:45 – 9:15 pm	Gym 1
7	Westampton Rec. Department	Basketball Practice	Apr 10, 17, 24 May 1, 8, 15, 22, 29 Jun 5, 12	6:45 – 9:15 pm	Gym 1
8	Westampton Rec. Department	Basketball Practice	Apr 11, 18, 25 May 2, 9, 16, 23, 30 Jun 6, 13	6:45 – 9:15 pm	Gym 1
9	Westampton Rec. Department	Basketball Practice	Apr 12, 19, 26 May 3, 10, 17, 24, 31 Jun 7, 14	6:45 – 9:15 pm	Gym 1
10	Westampton Rec. Department	Basketball Practice	Apr 13, 20, 27 May 4, 11, 18, 25 Jun 1, 8, 15	6:45 – 9:15 pm	Gym 1
11	Westampton Rec. Department	Basketball Practice	Apr 9, 16, 23, 30 May 7, 14, 21 Jun 4, 11	6:45 – 9:15 pm	Gym 2
12	Westampton Rec. Department	Basketball Practice	Apr 11, 18, 25 May 2, 9, 16, 23, 30 Jun 6, 13	6:45 – 9:15 pm	Gym 2

13	PTA	Sweetheart Dance	Apr 13	6:30 – 9:30 pm	Cafetorium
14	Westampton Rec. Department	Adult Fall Co-ed Softball	Sep 9, 16, 23, 30 Oct 7, 14, 21, 28 Nov 4, 11, 18	8:00 am – 1:00 pm	Softball Field
15	Westampton Rec. Department	Girls Basketball Tournament	May 19	8am – 7pm	Gyms 1 & 2

PUBLIC PARTICIPATION:

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1) Mrs. Farmer commented on the disposition of a discipline incident. Mr. Forney directed her to meet with the Superintendent.

2) Mr. Nolen followed up on his question from the beginning of the meeting. Mr. Forney and Mr. Duckett reviewed the enhanced safety procedures that would be initiated by the district. Mrs. Orzol and Mrs. Loven recounted a scenario where more than one parent was able to enter because the door was being held open. Mr. Duckett indicated that his letter would address this situation. Mrs. Loven asked if there was a system in place that allowed students and staff to report potential issues to administration. Mr. Duckett acknowledged that there is a system in place and that it is being used successfully.

3) Mr. Nolen asked if the Board was in favor of arming teachers as a security measure. Mr. Forney indicated that it was not within the authority of a school district to make that decision and that currently, in New Jersey, only an officer of the law has the legal ability to carry a weapon in a school building.

ADJOURNMENT:

With no further business to discuss, the Board meeting was adjourned at 9:38p.m. on a motion by Glenn Forney, seconded by Deanna McGinnis. All in favor.

Respectfully submitted,

Marian F. Smith
Business Administrator/Board Secretary