

EASTAMPTON TOWNSHIP BOARD OF EDUCATION
Regular Meeting Minutes
January 23, 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 at 7:04pm
 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)).

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

APPROVAL OF MINUTES: (17-18-52)

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 – abstain to December 19, 2017; yes to January 9, 2018 Motion carried.

December 19, 2017 (Regular & Exec Session)

January 9, 2018 (Regular & Exec Session)

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

- 1) HIB Report dated January 4, 2018 (17-18-53)
- 2) Mid-year budget review
- 3) School Calendar – 2018-2019 (17-18-54)
- 4) Violence & Vandalism/HIB Report for Period 1 (July 1 – December 31, 2017) – Mr. Duckett presented a report on the cases/incidents of violence, vandalism and HIB for the stated period. There were no questions.

B. Action Item:

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

Glenn Forney – yes
 Len DiGiacomo – abstain to #1; yes to remainder
 Brian Curtis – yes
 Deanna McGinnis – yes
 James Southard – yes
 Susan Taylor – yes
 Eve Waite - yes

- 1) Recommend the Board approve the HIB Report dated January 4, 2018 as presented.
- 2) Recommend the Board approve the 2018-2019 school calendar as presented.
- 3) Recommend the Board approve the Violence & Vandalism/HIB report (reporting period one) as presented.

ADJOURNMENT TO EXECUTIVE SESSION:

On a motion by James Southard, seconded by Susan Taylor, the Board entered executive session at 7:20p.m. All in favor.

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 7:50 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:

 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 Susan Taylor, the Board returned to open session at 7:45 p.m. All in favor.

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: Unanimous. Motion carried.

- 1) Recommend the Board approve an employment contract for the remainder of the 2017-2018 school year for Kelly Eagles, Child Study Team Coordinator, with a start date to be determined, at a prorated salary of \$72,500. Upon submission of proof of completion of her Supervisor certificate, her compensation will increase to \$80,000 prorated and her title will become Child Study Team Supervisor.
- 2) Recommend the Board approve the withholding of pay for two days for an employee whose name is on file in the Superintendent's office due to repeated tardiness to school. **(17-18-55)**
- 3) Recommend the Board approve the following individuals as district substitutes effective January 24, 2018, pending completion of paperwork:

Angela Taylor

FINANCE: (Eve Waite, Chairperson)

A. Information Items:

- 1) 2018 Disclosure Forms
- 2) 2018-2019 Budget Preparation – Mrs. Smith indicated that there was no information from the state regarding school funding; however, the administration and the board have been in discussions about next year's budget and have examined programs, scheduling, personnel, discretionary and non-discretionary expenditures.
- 3) NJSBA site has been updated with current email addresses

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 15, 2018 - \$261,622.57
- 2) Recommend the Board approve the following invoices for payment: (17-18-56)

Regular Bills - \$368,490.03
- 3) Recommend the Board approve the December 2017 Line Item Transfers. (17-18-57)
- 4) Recommend the Board approve the Treasurer's Report dated December 31, 2017. (17-18-58)
- 5) Recommend the Board approve the Board Secretary's Report dated December 31, 2017. (17-18-59)
- 6) Pursuant to N.J.A.C. 6A:23-2.12(c)4*, we certify that as of December 31, 2017 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 December 31, 2017 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:

1669	12/12/2017	Totally T-Shirts (Inv.# 105730 Sweatshirts - Nicole Soccer	\$	(684.00)
1670	12/20/2017	Deanna Drumm - Reimb. For overpayment school trip/band	\$	(20.00)
1671	12/20/2017	Gary Reed (Basketball Ref - 12/15 Boys Game)	\$	(57.00)
1672	12/20/2017	Sam Bell (Basketball Ref - 12/15 Boys Game)	\$	(57.00)
1673	12/20/2017	Paul Gaynor (Basketball Ref - 12/18 Girls Game)	\$	(57.00)
1674	12/20/2017	John Graham (Basketball Ref - 12/18 Girls Game)	\$	(57.00)
1675	12/20/2017	Lybrant Wright (Basketball Ref - 12/18 Boys Game)	\$	(57.00)
1676	12/20/2017	Todd Walker (Basketball Ref - 12/18 Boys Game)	\$	(57.00)
1677	1/2/2018	Chaunce Foster (Basketball Ref - 12/20 Girls Game)	\$	(57.00)
1678	1/2/2018	Ted Sisholtz (Basketball Ref - 12/20 Girls/Boys Games)	\$	(114.00)
1679	1/2/2018	Tim Ferguson (Basketball Ref - 12/20 Boys Game)	\$	(57.00)
1680	1/9/2018	Tim Ferguson (Basketball Ref - 1/3/18 Boys Game)	\$	(57.00)
1681	1/9/2018	Chris McMichael (Basketball Ref - 1/3 Boys/Girls Games)	\$	114.00
1682	1/12/2018	Granville Ungerleider (Basketball Ref - 1/3 Girls Game)	\$	(57.00)
1683	1/17/2018	Chick-Fil-A (125 CFA Sandwichs for Volleyball game)8th Gr	\$	(406.25)
1684	1/17/2018	Philly Pretzel Factory (Inv.#180111 1/19/18)-8th Gr	\$	(34.00)

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

12/12/2017	1346	HD Supply Facilities Maint. LTD - Inv # 9157809268-filters	\$	(803.53)
12/13/2017	1347	Bowman & Company LLP (Inv.#78198-Partial) Audit Fee	\$	(5,500.00)
12/18/2017	1348	Western Pest Services (Invoice # 4596600B) Dec	\$	(73.00)
1/12/2018	1349	Sam's Club (order # 239977248)	\$	(532.74)

1/17/2018	1350	Eastampton Township (Food Handler Permit)	\$	(45.00)
1/17/2018	1351	Western Pest Services (Inv.# 4615704B - Jan Service)	\$	(76.50)
1/17/2018	1352	Nutri-Serve Food Mgmt., Inc. (12/01/17 to 12/28/17)	\$	(14,140.60)

- 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 January 12, 2018 online submission of the federal Impact Aid Program 2019 application.
- 11) Recommend the Board approve the requests for professional development as attached (17-18-60)

CURRICULUM: (Deanna McGinnis, Chairperson)

A. Information Item:

- 1) School Performance Reports

B. 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 trip:

Date	Students	Destination	Time	Chaperones
2/22/18	20 7 th graders	Lockheed Martin – RMS	8:15 am – 1:00 pm	2 staff
3/27/18	35 8 th graders	Rancocas Valley Regional HS – Band	8:40 am – 1:45 pm	2 staff

PUBLIC PARTICIPATION:

-Councilman Jay Springer explained the township's PILOT program and indicated that this year's distribution to the Board would be approximately \$3,100. He also indicated that the anticipated distribution for next year would be approximately \$92,000 but that this amount was just an estimate at this time.

ADJOURNMENT:

With no further business to discuss, the Board meeting was adjourned at 8:05 p.m. on a motion by Glenn Forney, seconded by Deanna McGinnis. All in favor.

Respectfully submitted,

Marian F. Smith
Business Administrator/Board Secretary