

EASTAMPTON TOWNSHIP BOARD OF EDUCATION

Reorganization Meeting Minutes

January 9, 2018

The Reorganization Meeting of the Eastampton Township Board of Education was called to order at 7:00p.m. by Marian F. Smith, Business Administrator/Board Secretary.

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 15, 2017.
- B. Mailed written notice to the *Burlington County Times* on January 15, 2017 and the *Courier Post* on June 1, 2017.
- C. Filed written notice with the Clerk of Eastampton Township on January 15, 2017.
- 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:

Brian Curtis - present
 Glenn Forney - present
 Deanna McGinnis - present
 James Southard - present
 Susan Taylor - present

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

FIRE EXITS

FINAL ELECTION RESULTS –November 8, 2016:

Board of Education Candidates:

Two three-year term seats were available:

<u>Candidates</u>	<u>Total Votes</u>
Len DiGiacomo	733
Eve Waite	691
Samantha Zazzo	588

OATH OF OFFICE:

Len DiGiacomo
 Eve Waite

ELECTION OF OFFICERS:

- A. Call for nominations for Board President by Board Secretary - Mrs. Smith opened the floor for nominations for the position of Board President. Len DiGiacomo nominated Glenn Forney with Susan Taylor seconding the motion. There were no other nominations. Roll call vote: Unanimous. The meeting was turned over to Mr. Forney.
- B. Call for nominations for Board Vice-President by Board President - Glenn Forney opened the floor for nominations for the position of vice-president. Susan Taylor nominated Brian Curtis with Glenn Forney seconding the motion. There were no other nominations. Roll call vote: Unanimous.
- C. Reading and signing of New Jersey School Board Member Code of Ethics forms
- D. Appointment of Committee Chairs:
 - Personnel – Susan Taylor
 - Finance – Eve Waite
 - Policy & Legislative Action – Len DiGiacomo
 - Future Planning/Twp Liaison– Brian Curtis
 - Curriculum – Deanna McGinnis
 - Building & Grounds – James Southard

MEETING DATES AND TIMES:

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

Open Public Meetings Act – Establish Meeting Dates, Time and Place

RESOLVED that the Eastampton Board of Education, pursuant to Chapter 231, PAL. (Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Education will be held in the Library at the Eastampton Community School, 1 Student Drive, Eastampton, NJ 08060 at 7:00 p.m., as set forth below unless indicated otherwise:

BE IT FURTHER RESOLVED that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary

BE IT FURTHER RESOLVED that the Board of Education does hereby designate the *Burlington County Times* and the *Courier Post* as official newspapers to receive notices of meetings; and

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education will be posted in the Front Office showcase and posted on the District website.

BE IT FURTHER RESOLVED that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED that, in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than three (3) minutes per individual.

- The Board vests in its President, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

BE IT FURTHER RESOLVED that individuals or organizations desiring notification of Board Meetings shall request such notification through the Board Secretary's Office and be charged an annual fee of \$25.00, paid in advance.

BE IT FURTHER RESOLVED that the Board of Education will meet on the following dates:

January – 23rd	August – 28 – 6pm
February – 27	September – 18th
March – 20 th	October – 16th
April 24 – Budget Public Hearing	November – 13th
May – 22nd	December – 18th
June – 19 th	January 8, 2019 (Reorganization)

REORGANIZATION APPOINTMENTS/DESIGNATIONS:

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

A. Action Items:

- 1) Recommend the board approve the following reorganization items for the 2018 calendar year:

A. POLICY:

- 1) Adopt Existing bylaws and policies for continuity of operation of the Board and the school system.
- 2) Adopt Code of Ethics established by New Jersey Department of Education 18A:12-21 et. Seq.
- 3) Adopt Robert's Rules of Order as the basis for the conduct of all meetings of the Board.

B. APPOINTMENTS/DESIGNATIONS:

1) Finance:

- Accept the attached Budget Process calendar for the 2018-2019 Budget Year (**hand delivered**)
- Recommend the Board approve Parker McCay P.A. as district solicitor for the period January 1, 2018 to December 31, 2018.
- Brianna Rucci as School Safety Specialist.

2) Curriculum:

- Continuation of existing curricula and textbooks and materials
- Authorization of pupil records to be collected and maintained by authorized certified school personnel as outlined by State rules and regulations

SCHOOL ETHICS PRESENTATION:

Mr. Frank Cavallo, Esq. conducted the presentation.

ADJOURNMENT TO REGULAR MEETING:

On a motion by Glenn Forney, seconded by Len DiGiacomo, the Board adjourned to the regular meeting at 7:35pm.

PUBLIC PARTICIPATION:

All meetings must be open to the public at all times except for those meetings at which certain exceptions

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

ADJOURNMENT TO EXECUTIVE SESSION:

On a motion by Glenn Forney, seconded by James Southard, the board entered executive session at 7:37pm. 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 8:30 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 Susan Taylor, seconded by Glenn Forney, the Board returned to open session at 8:06p.m. All in favor.

PERSONNEL:

A. Action Item:

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

- 1) Recommend the Board accept the resignation of Donald Graham as substitute teacher/security aide effective December 21, 2017.
- 2) Recommend the Board approve the employment of the following individual(s), pending completion of paperwork, as indicated:

Christine Ventriello	Recess Aide	\$12.00/hour	Effective January 10, 2018
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NEW BUSINESS:

Mr. Forney indicated that the Township cancelled the January 11, 2018 meeting. The Board discussed rescheduling the meeting as well several joint topics of discussion.

PUBLIC PARTICIPATION:

NONE

ADJOURNMENT:

With no further business to discuss, the Board meeting was adjourned at 8:20 p.m. on a motion by Glenn Forney, seconded by Eve Waite. All in favor.

Respectfully submitted,

Marian F. Smith
Business Administrator/Board Secretary