

EASTAMPTON TOWNSHIP BOARD OF EDUCATION
Regular Meeting Minutes
November 21 2017

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 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:

Glenn Forney, President - present
Brian Curtis, Vice President - absent
Len DiGiacomo - present
Deanna McGinnis - absent
James Southard - present
Susan Taylor - present
Samantha Zazzo - 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)).

NONE

APPROVAL OF MINUTES: (17-18-38)

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

Susan Taylor – yes
Len DiGiacomo – yes
James Southard – yes
Samantha Zazzo – yes
Glenn Forney – abstain

Motion carried.

October 24, 2017 (Regular & Exec Session)

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

A. Discussion Item:

- 1) Structured Learning Experience – BCSSSD Program – Mr. Forney was not present at the October 24, 2017. He indicated that before making a decision on this program that the Board should gather more information on insurance, background checks and experience of this program at other public school districts. He requested that Mr. Graham provide this information to Mr. Duckett so that the Board can exercise its due diligence.
- 2) Parent Visitation Day – March 14, 2018

B. Action Item:

- 1) Recommend the Board approve the SY 2017-2018 Memorandum of Agreement between local law enforcement and the Eastampton Township School District (hand-carried). **NOTE: At the time of the meeting the MOA had not been signed and returned to the District. This motion was tabled until receipt of the document.**
- 2) Recommend the Board approve a contract with BCSSSD to conduct their school-sponsored structured learning program at ECS from 11am – 1pm (M-F) beginning December 4, 2017. **NOTE: Tabled until the Board of Education reviews the requested information.**

PERSONNEL: (Susan Taylor, Chairperson)

A. Action Items:

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

- 1) Recommend the Board approve the employment of the following individual(s), pending completion of paperwork, as indicated:

Carole Wright	Recess Aide	\$12.00/hour	Effective November 22, 2017
Shirley Offhaus	Recess Aide	\$12.00/hour	Effective November 22, 2017
Teodora Worley	Sub. Custodian	\$13.00/hour	Effective November 15, 2017
Robert Glavan	Gym Teacher	MA Step 6	Effective December 1, 2017
		(\$58,772-pro rated)	

- 2) Recommend the Board approve the following individuals as district substitutes effective November 22, 2017, pending completion of paperwork:

Kelly Greenewald

FINANCE: (Glenn Forney, Chairperson)

A. Information Items:

1) 2016-2017 CAFR – No recommendations. The Summary of Audit report was made available to the public. Mr. Forney and Mrs. Smith reviewed the CAFR and indicated that there were no recommendations.

2) Unofficial Election Results:

Len DiGiacomo – 731
Eve Waite - 688
Samantha Zazzo – 585

B. Action Items:

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

1) Recommend the Board approve the following payrolls:

- a. October 31, 2017 - \$ 278,780.44
- b. November 15, 2017 - \$ 280,853.37

2) Recommend the Board approve the following invoices for payment: **(17-18-39)**

Regular Bills - \$ 273,080.73

3) Recommend the Board approve the October 2017 Line Item Transfers. **(17-18-40)**

4) Recommend the Board approve the Treasurer's Report dated October 31, 2017. **(17-18-41)**

5) Recommend the Board approve the Board Secretary's Report dated October 31, 2017. **(17-18-42)**

6) Pursuant to N.J.A.C. 6A:23-2.12(c)4*, we certify that as of October 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 October 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:

1640	10/18/2017	JDRF (Donation behalf of S.Cowperthwait)St Council	\$	(300.00)
1641	10/20/2017	WAWA, Inc. (Order #8145- 150 Coupons)-Band/Chorus	\$	(450.00)
1642	10/20/2017	Larry Young - (Soccer Ref - Girls Game 10/10/17)	\$	(75.00)
1643	10/20/2017	Archibald Jardine (Soccer Ref - Girls 10/13 & Boys 10/16)	\$	(175.00)

1644	10/26/2017	Stephen Waszkiewicz(Soccer Ref-Girls 10/23)	\$	(75.00)
1645	10/26/2017	Larry Young - (Soccer Ref - Boys Game 10/19/17)	\$	(75.00)
1646	10/26/2017	LaTavola (10 pizzas for School Dance 10/27) 8th Gr	\$	(77.00)
1647	10/26/2017	Philly Pretzel Factor (Inv.# 17279)10/27/17	\$	(96.00)
1648	10/26/2017	Ronald Milke (DJ for School Dance 10/27) 8th Gr	\$	(140.00)
1649	10/26/2017	David Tours & Travel (Res.#92052 - Deposit) - 8th Gr	\$	(800.00)
1650	10/26/2017	Philly Pretzel Factor (Inv.# 17298)11/3/17	\$	(64.00)
1651	10/26/2017	Larry Young - (Soccer Ref - Boys Game 10/25/17)	\$	(75.00)
1652	10/26/2017	Hartford School (Battle of the Books) 3 teams	\$	(150.00)
1653	11/8/2017	Archibald Jardine - (Soccer Ref - Girls Game 10/18/17)	\$	(50.00)
1654	11/8/2017	The Bench Factory (Benches-class gift fr 2017)	\$	(1,708.63)
1655	11/8/2017	Playscripts Inc. (Inv.#2127963) Drama Club	\$	(300.43)
1656	11/14/2017	Jennifer Azzarano - Reimb. For Bonfire - 8th Gr	\$	(140.00)

8) Recommend the Board approve the following Cafeteria expenses:

10/18/2017	1342	Western Pest Services (Invoice # 4551774B) October	\$	(73.00)
11/14/2017	1343	Western Pest Services (Invoice # 4571006B) Nov	\$	(73.00)

9) Recommend the Board approve the Comprehensive Annual Financial Report for the year ending June 30, 2017 completed by Bowman & Company LLP. There were no recommendations.

10) Recommend the Board approve the requests for professional development as attached.

POLICY: (Len DiGiacomo, Chairperson)

A. Action Items:

On a motion by Len DiGiacomo, seconded by James Southard, 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/regulation guides (Alert 213) (sent in separate e-mail)

P & R 7101	Educational Adequacy of Capital Projects
P 7102	Site Selection and Acquisition
R 7102	Site Selection and Acquisition
P 7130	School Closing
P 7300	Disposition of Property
R 7300.2	Disposition of Land
R 7300.3	Disposition of Personal Property
R 7300.4	Disposition of Federal Property

CURRICULUM: (Samantha Zazzo, Chairperson)

A. Action Items:

On a motion by Samantha Zazzo, 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
2/7/18	8 th Graders – 68	BCIT Medford Campus for Discovery Week	8:45am – 12:00 pm	6 staff

BUILDINGS AND GROUNDS: (Brian Curtis, Chairperson)

A. Action Item:

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

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

	Group	Purpose	Date	Time	Room
1	PTA	Fundraiser Pick-up	Nov 28 & 29, 2017	5:00 – 7:00 pm	Hallway Outside Library

PUBLIC PARTICIPATION:

- 1) Mrs. daSilva provided an update on PTA events.
- 2) Mrs. Orzol inquired if there was a policy regarding student possession/use of cell phones. Mr. Duckett answered that there is a policy in place and that staff has to enforce it when they see a violation. Mrs. Orzol commented that the policy was not being uniformly enforced by classroom teachers. Mr. Duckett will follow up.

ADJOURNMENT TO EXECUTIVE SESSION:

On a motion by Glenn Forney, seconded by James Southard, the Board entered executive session at 7:34p.m. All in favor.

**Eastampton Township School District Board of Education
Resolution 2016-2017
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 7:45 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 8:59p.m. All in favor.

PERSONNEL: (Susan Taylor, Chairperson)

A. Action Items:

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

- 3) Recommend the Board accept the resignation of Germer Ledford, Assistant Principal/CST, effective December 31, 2017.

ADJOURNMENT:

With no further business to discuss, the Board meeting was adjourned at 9:01p.m. on a motion by Glenn Forney, seconded by Susan Taylor. All in favor.

Respectfully submitted,

Marian F. Smith
Business Administrator/Board Secretary