

EASTAMPTON TOWNSHIP BOARD OF EDUCATION
Regular Meeting Minutes
September 26, 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 - present
 Len DiGiacomo - present
 Deanna McGinnis - present
 James Southard - present
 Susan Taylor - present
 Samantha Zazzo - 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: (17-18-18)

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
 Samantha Zazzo – yes

Motion carried.

August 29 (Regular & Exec Session)

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

1) Opening of School

ADJOURNMENT TO EXECUTIVE SESSION:

On a motion by Glenn Forney, seconded by Deanna McGinnis, the Board entered executive session at 7:15p.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 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 7:30 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 Glenn Forney, seconded by James Southard, the Board returned to open session at 7:47p.m. All in favor.

PERSONNEL: (Susan Taylor, Chairperson)

A. Action Items:

On a motion by Susan Taylor, seconded by Samantha Zazzo, the following action items were approved. Roll call vote:

Susan Taylor – yes

Samantha Zazzo – yes

Brian Curtis – yes

Len DiGiacomo – yes

Deanna McGinnis – yes

James Southard – abstain to #6; yes to remainder

Glenn Forney – yes

Motion carried.

- 1) Recommend the Board approve the following staff members for 2017-2018 extra-curricular appointments as indicated, with stipends as per negotiated agreement:

Michael Shoukry
Erin D'Addona
Larry Foglia
Kevin Moore

Student Council Co-Advisor
Student Council Co-Advisor
Chaperone (Basketball Score Keeper)
Chaperone

Donald Graham

Chaperone

- 2) Recommend the Board approve the request of Seth Talley, FDU education student, to complete sixty hours of observation in Michael Martino's classroom
- 3) Recommend the Board approve the amended start date of a disability/maternity leave of absence for Staci Lipenta from September 18, 2017 to September 8, 2017.
- 4) Recommend the Board accept the retirement of Norman Manz, PE and BSI teacher, effective November 30, 2017, and his use of sick leave from September 11 through November 30, 2017.
- 5) Recommend the Board approve the attached updated secretarial job descriptions. (17-18-19)
- 6) Recommend the Board approve the following individuals as district substitutes effective September 27, 2017, pending completion of paperwork:

Laura Sadowski
Nadine Ford
Nickolaos Chrysomitris

- 7) Recommend the Board approve Jennifer Greenewald as a full time aide from September 18, 2017 to June 22, 2018 for \$14,784.
- 8) Recommend the Board approve a move on the guide for James MacCarthy to Step 10, BA+15 \$64,897 as of September 1, 2017.

FINANCE: (Glenn Forney, Chairperson)

A. Action Items:

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

- 1) Recommend the Board approve the following payrolls:
 - a. September 15, 2017 - \$275,806.56
 - b. September 30, 2017 - \$215,035.76
- 2) Recommend the Board approve the following invoices for payment: (17-18-20)

Regular Bills - \$237,806.68
Debt Service - \$155,000
- 3) Recommend the Board approve the August 2017 Line Item Transfers. (17-18-21)
- 4) Recommend the Board approve the Treasurer's Report dated August 31, 2017. (17-18-22)
- 5) Recommend the Board approve the Board Secretary's Report dated August 31, 2017. (17-18-23)
- 6) Pursuant to N.J.A.C. 6A:23-2.12(c)4*, we certify that as of August 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 August 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:

1621		VOID	
1622	8/28/2017	Pat's Pizza (lunch on 8/29/17-meeting)	\$ (146.15)
1623	9/15/2017	Kelley Horne (Reimb for Hotel for guest speaker)	\$ (205.62)
1624		VOIDED	
1625		VOIDED	
1626	9/18/2017	Kristina Anderson-The Koshka Foundation for Safety	\$ (796.92)
			\$ (189.31)

8) Recommend the Board approve the following Cafeteria expenses:

8/30/2017	1336	Sam's Club (Membership Renewal # 3411264931890)	\$ (45.00)
9/18/2017	1337	Western Pest Services (Invoice # 4522706B) September	\$ (73.00)
9/18/2017	1338	Aqua Clean Toilet Systems LLC (Inv. #A-2017-710Grease Trap	\$ (220.00)

9) Recommend the Board approve an out of district special education contract for the following students for the 2017-2018 school year:

EK at BCSSSD at \$39,631
MP at Westampton BOE at \$10,500
GG at Westampton BOE at \$10,500

10) Recommend the Board approve the attached bus routes for the 2017-2018 school year. Routes inside of the 2 mile radius are deemed hazardous. **(hand carried)**

11) Recommend the Board approve the attached one year renewal with Mission One for Paraprofessional Services from July 1, 2017 to Jun 30, 2018. **(17-18-24)**

12) Recommend the Board approve a contract with Catapult Learning for the provision of Non Public Nursing Services to TCA for the 2017-2018 school year.

13) Recommend the Board approve the following Non Public expenditures for TCA for the 2017-2018 school year:

Non Public Technology Aid: Rosetta Stone software for Spanish instruction will be purchased with NP Technology Aid of \$2,738 to provide instruction for grades 5-8.

Non Public Security Aid: KDI Office Technology has installed of a bell system along with accompanying software. Residual funds will be used to update security doors by installation of magnetic locks, keypads, and/or fobs. Total funding: \$5,550.

- 14) Recommend the Board approve the following providers of Behavioral Therapy and associated reports for the 2017-2018 school year:

Brett DiNovi & Associates, L.L.C.
Interactive Kids
Amazing Transformations

- 15) Recommend the Board submit an application for additional assistance pursuant to the DOE memo dated September 14, 2017. The application will be for \$56,982 which is the amount by which the district's 2017-2018 state aid will be reduced.
- 16) Recommend the Board approve the attached parent transportation contract. **(17-18-25)**
- 17) Recommend the Board approve the requests for professional development as attached. **(17-18-26)**
- 18) Recommend the Board approve Functionally Able Rehabilitation, Inc. to provide speech, occupational and/or physical therapy services at the rate of \$82/hr from September 27, 2017 to the end of the 2017-2018 school year.

POLICY: (Len DiGiacomo, Chairperson)

A. Action Items:

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

- 1) Recommend the Board approve the second reading and adoption of the following policies/regulation guides (Alert 212) **(sent in separate e-mail)**.

P & R 1240	Evaluation of Superintendent
P & R 3126	District Mentoring Program
P & R 3221	Evaluation of Teachers
P & R 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
P & R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
P & R 3224	Evaluation of Principals, Vice Principals, and Assistant Principals
P & R 3240	Professional Development for Teachers and School Leaders
P & R 5610	Suspension
P 5620	Expulsion
P 8505	Local Wellness Policy/Nutrient Standards for Meals and Other Foods
P 8550	Unpaid Meal Charges/Outstanding Food Service Charges

- 2) Recommend the Board approve the second reading and adoption of the following policies/regulation guides (Alert 213) **(sent in separate e-mail)**

P 2700	Services to Nonpublic School Students
P & R 7100	Long-Range Facilities Planning

CURRICULUM: (Samantha Zazzo, Chairperson)

A. Action Items:

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

- 1) Recommend the Board approve the 2017-2018 curriculum (available for review at www.etsdnj.us); as well as textbooks, nursing program, and substance abuse prevention program currently in use.
- 2) Recommend the Board approve the following field trip:

Date	Students	Destination	Time	Chaperones
3/20/18	5 th & 6 th Grade	Philadelphia Orchestra/Kimmel Center	8:50 am – 2:15 pm	2 staff + 23 parents

- 3) Recommend the Board approve the NJ Quality Accountability Continuum Statement of Assurance for the School Year 2017-2018. (17-18-27)

BUILDINGS AND GROUNDS: (Brian Curtis, Chairperson)

A. Action Item:

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

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

	Group	Purpose	Date	Time	Room
1	Westampton Rec.	Futsal	12/10, 12/17, 1/7, 1/14, 1/21, 1/28, 2/4, 2/11, 2/18	9:30am – 7:30pm	MS Gym
2	Westampton Rec.	Youth Girls Basketball Practice	10/2, 10/4, 10/11, 10/16, 10/18, 10/23, 10/25, 10/30, 11/1, 11/6, 11/8, 11/13, 11/15, 11/20, 11/27, 11/29	6:45pm – 8:45pm	ES Gym
3	ECS SEPAG	Meetings	10/12, 11/2, 12/7, 1/4, 2/1, 3/1, 5/3, 6/7	6:30pm – 9:00pm	Library

PUBLIC PARTICIPATION:

1) Mrs. Kensler asked how faster paced math was being addressed by the new schedule. Mr. Duckett responded that the district is refocusing its efforts on differentiated instruction with teachers receiving more training. Mrs. Rucci indicated a new program named Scootpad is also being used during the enrichment period. Scootpad provides exercises for language arts and math based on the students' ability and also provides data for teachers. Mrs. Taylor asked how and when the teachers were receiving training and commented that the higher achieving students should receive appropriate instruction based on their learning level.

2) Mrs. Waite asked if Scootpad accommodates the needs of the special education students. Mrs. Rucci replied that it was user friendly for all students.

- 3) Mrs. Douglas asked if students in the AT program were being pulled from class to receive services. Mrs. Rucci responded that they were. Mrs. Zazzo asked if the AT program could be extend to 8th grade again.
- 4) Mr. Forney addressed Mrs. Douglas' question from the August 29, 2017 meeting regarding the state's reduction of the district's budget by \$56,982. Referencing Finance action item #15, he indicated that the district has submitted an application requesting full reinstatement of the \$56,982 since the state's application deadline was extended.
- 5) Mr. Apgar informed the Board that Township Council will not participate in a joint meeting with the Board. However, he suggested that a representative from each entity have a joint event to provide information to each other as well as the public. He indicated that the township manager, chief of police, and fire marshal could provide pertinent information on township events and the Board representative can do the same. Mr. Forney replied that the Board will be present in its entirety since it operates as a Board of the Whole. Mr. Forney and Mr. Duckett asked for clarification on the content of the meeting. Mr. Duckett will follow up with the township manager.
- 6) Mrs. da Silva provided an update on PTA events.
- 7) Mrs. Zazzo had mentioned earlier in the meeting that the school should provide more information on OPOID abuse. The idea of an informative meeting for parents/community members was discussed. Mrs. Kensler indicated that she could assist in finding speakers on this subject. Mrs. Taylor asked if the PTA or the ETEA could sponsor a speaker. Mrs. da Silva replied that funds were not readily available. Mr. Forney indicated that he had a contact that would hold a seminar on this subject at no cost. Mr. Duckett and Mrs. Kensler and Mr. Forney will continue to work out the details.

Mr. Forney informed the public that the Board needed to return to Executive Session and that no action would be taken upon return to open session.

ADJOURNMENT TO EXECUTIVE SESSION:

On a motion by Glenn Forney, seconded by Len DiGiacomo, the Board entered executive session at 8:25p.m. All in favor.

RETURN TO OPEN SESSION:

On a motion by Glenn Forney, seconded by James Southard, the Board returned to open session at 9:25p.m. All in favor.

ADJOURNMENT:

With no further business to discuss, the Board meeting was adjourned at 9:25p.m. on a motion by James Southard, seconded by Samantha Zazzo. All in favor.

Respectfully submitted,

Marian F. Smith
Business Administrator/Board Secretary