

EASTAMPTON TOWNSHIP BOARD OF EDUCATION
Regular Meeting Minutes
October 18, 2016

The Regular Meeting of the Eastampton Township Board of Education was called to order at 7:00 p.m. by Susan Taylor, President.

FLAG SALUTE

PUBLIC ANNOUNCEMENT: In compliance with the Open Public Meeting Law, 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 12, 2016.
- B. Mailed written notice to the *Burlington County Times* on January 12, 2016.
- C. Filed written notice with the Clerk of Eastampton Township on January 12, 2016.
- D. Filed written notice with the secretary of this body.
- 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:

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

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

FIRE EXITS

PRESENTATIONS:

- A. Student Recognition—Mr. Duckett, Superintendent/Principal
- B. PARCC Scores—Mrs. Rucci, Assistant Principal

-Mr. Negral asked when test scores are received by the district and which teachers receive the information. Mr. Duckett responded that it takes between 2 1/2 to 3 months after testing to receive scores from the state. He also indicated that the student's previous year and current year teachers receive the scores.

-Mrs. Derienzo commented that the parent test score report does not contain the detailed breakdown which is provided to the staff. She asked if she could obtain the detailed report. Mrs. Rucci replied that she can request it through the teacher.

- C. Public Hearing—SY 15-16 Violence, Vandalism & Substance Abuse/HIB Reporting—
Mr. Duckett reviewed the report; there were no comments from the Board of Education or the public.

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)).

Mr. Geary congratulated Mr. Duckett on his appointment as Superintendent.

APPROVAL OF MINUTES: (16-17-20)

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

Susan Taylor – yes
Deanna McGinnis – yes
Samantha Zazzo – abstain
Brian Curtis – yes
Len DiGiacomo – yes
Glenn Forney – yes
James Southard – yes Motion carried.

September 20, 2016 (Regular and Exec Sessions)

ADJOURNMENT TO EXECUTIVE SESSION

On a motion by Susan Taylor, seconded by Len DiGiacomo, the Board entered executive session at 7:26 p.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 7:35 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;

_____ 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 _____)

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 _____);

_____ 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 James Southard, the Board adjourned to open session at 7:46 p.m. All in favor.

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

A. Information Items:

- 1) Whole School Bus Evacuation Drill - held on September 21, 2016 at 8:40am. Included walkers as well as students who ride routes #1 through #7. The drill was supervised by Marian F. Smith, Business Administrator and Brianna Rucci, Assistant Principal.
- 2) HIB Report

B. Action Items:

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

- 1) Recommend the Board approve the Annual Violence, Vandalism & Substance Abuse/HIB

Report for SY 15-16 as presented.

- 2) Recommend the Board approve the accuracy and submission of the Quality Single Accountability Continuum (QSAC) – District Performance Review (DPR) for the 2016-2017 school year as presented. **(16-17-21)**

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: Unanimous. Motion carried.

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

Mark Genther Substitute Custodian \$17.00/hour pending completion of paperwork

- 2) Recommend the Board appoint Brianna Rucci to the position of Assistant Principal effective October 1, 2016 – June 30, 2017.
- 3) Recommend the Board accept the resignation of Sharon Cunningham, Administrative Assistant, effective November 18, 2016.
- 4) Recommend the Board approve Lawrence Foglia as Basketball Chaperone for the 2016-2017 school year with stipend as per negotiated agreement.
- 5) Recommend the Board change the title of Debra Marion Sensbach to Supervisor.

FINANCE: (Glenn Forney, Chairperson)

A. Action Items:

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

- 1) Recommend the Board approve the following payroll:

- a) September 30, 2016 - \$282,265.83
- b) October 15, 2016 - \$276,865.22

- 2) Recommend the Board approve the following invoices for payment: **(16-17-22)**

- a) Regular Bills: \$ 283,366.20

- 3) Recommend the Board approve the September 2016 Line Item Transfers. **(16-17-23)**

- 4) Recommend the Board approve the Board Secretary's Report dated September 30, 2016. **(16-17-24)**

- 5) Recommend the Board approve the Treasurer's Report dated September 30, 2016. **(16-17-25)**

- 6) Pursuant to N.J.A.C. 6A:23-2.12(c)4*, we certify that as of September 30, 2016 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 September 30, 2016 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 approved the requests for professional development as attached. **(16-17-26)**
- 8) Recommend the Board approve the attached three year Comprehensive Maintenance Plan, Form M-1, Addendum A, and Facilities Checklist. **(16-17-27)**
- 9) Recommend the Board approve the following Student Activity expenses:

| | | | | |
|------|-----------|---|----|------------|
| 1475 | 9/19/2016 | Lifetouch NSS (Inv.#M609452-Partial)Redo of Yearbook | \$ | (1,501.00) |
| 1476 | 9/21/2016 | Philly Pretzel Factory (300 Pretzels - 9/23/16) 8th Gr | \$ | (93.00) |
| 1477 | 9/21/2016 | Ron Milke (DJ Servcies 9/23/16) 8th Gr | \$ | (120.00) |
| 1478 | 9/27/2016 | Archibold Jardine (Soccer Referee for Boys Game 9/21/16) | \$ | (56.00) |
| 1479 | 9/27/2016 | IAABO34 (16-17 Basketball Assignors Fee | \$ | (56.00) |
| 1480 | 9/30/2016 | Amy Martin (Reimb. For Dance Supplies) 9th Gr | \$ | (74.08) |
| 1481 | 9/30/2016 | Jeffrey Harding (Soccer Referee for Girls Game - 9/26/16) | \$ | (74.00) |
| 1482 | 10/5/2016 | Philly Pretzel Factory (150 Pretzels -10/6/16) 8th Gr | \$ | (46.50) |
| 1483 | 10/6/2016 | Marc Harden (Soccer Referee for Girls Game - 10/4/16) | \$ | (74.00) |
| 1484 | 10/6/2016 | Archibold Jardine (Soccer Ref for 9/28 & 10/5 Games) | \$ | (148.00) |

- 10) Recommend the Board approve the following Cafeteria expense:

| | | | | |
|-----------|------|---|----|---------|
| 9/15/2016 | 1295 | Western Pest Services (Invoice # 4234908B - Sept) | \$ | (69.50) |
|-----------|------|---|----|---------|

POLICY: (Len DiGiacomo, Chairperson)

A. Action Item:

On a motion by Len DiGiacomo, seconded by James Southard, the following action item was approved. Roll call vote: Unanimous. Motion carried. NOTE: After discussion, Board decided against making any changes to Policy 5112 – Entrance Age.

- 1) Recommend the Board approve the first reading of the following policies and regulation guides (Policy Alert 209). **(sent in separate e-mail)**

PART I:

| | |
|--------|---|
| P 1220 | Employment of Chief School Administrator (M) (Revised) |
| P 1310 | Employment of School Business Administrator/Board Secretary (Revised) |
| P 3111 | Creating Positions (Revised) |

- P 3124 Employment Contract (Revised)
- P 3125 Employment of Teaching Staff Members (M) (Revised)
- P 3125.2 Employment of Substitute Teachers (Revised)
- P/R 3126 District Mentoring Program (Revised)
- P 3141 Resignation (Revised)
- P/R 3144 Certification of Tenure Charges (Revised)
- P 3159 Teaching Staff Member/School District Reporting Responsibilities (Revised)
- P 3231 Outside Employment as Athletic Coach (Revised)
- P/R 3240 Professional Development for Teachers and School Leaders (M) (Revised)
- P/R 3244 In-Service Training (M) (Abolished)
- P 4159 Support Staff Member/School District Reporting Responsibilities (Revised)
- P 5305 Health Services Personnel (Revised)
- R 5330 Administration of Medication (M) (Revised)
- P/R 5350 Student Suicide Prevention (Revised)
- P 9541 Student Teachers/Interns (Revised)

PART III:

- P 5339 Screening for Dyslexia (M) (Revised)
- P 5514 Student Use of Vehicles on School Grounds (Revised)
- P 7481 Unmanned Aircraft Systems (UAS also known as Drones) (New)
- P/R 8441 Care of Injured and Ill Persons (M) (Revised)
- P 8454 Management of Pediculosis (New)
- P 8630 Bus Driver/Bus Aide Responsibility (M) (Revised)
- R 8630 Emergency School Bus Procedures (M) (Revised)

CURRICULUM: (Samantha Zazzo, Chairperson)

A. Action Item:

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 trips:

| Date | Students | Destination | Time | Chaperone |
|--------|--|---|-------------|----------------------|
| Nov 1 | 5 th & 6 th band (70) | Kimmel Center (& Chuck E. Cheese lunch) | 8:50-2:15pm | Morgan + 29 |
| Dec 14 | 7 th & 8 th band/chorus | Moorestown Mall | 10:45-2pm | Morgan/Smith + 20 |

BUILDINGS AND GROUNDS: (Deanna McGinnis, Chairperson)

A. Action Item:

On a motion by Deanna McGinnis, seconded by Len DiGiacomo, 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 | Reflections | Nov 8, 2016 | 6:30-8:30pm | Café |

PUBLIC PARTICIPATION:

-Mrs. da Silva reviewed the upcoming events sponsored by the PTA.

-Mr. Geary asked the BoE to communicate with parents and staff about the 25mph speed limit on Student Drive.

ADJOURNMENT

With no further business to discuss the Board meeting was adjourned at 8:30 p.m. on a motion by Susan Taylor, seconded by Samantha Zazzo. All in favor.

Respectfully submitted,

Marian F. Smith
Business Administrator/Board Secretary

