

**EASTAMPTON TOWNSHIP BOARD OF EDUCATION**  
**Budget Hearing/Regular Meeting Minutes**  
**April 26, 2016**

The Regular Meeting of the Eastampton Township Board of Education was called to order at 7:10 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 1, 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

Robert A. Krastek, Ed.D., Superintendent of Schools  
 Marian Smith, Business Administrator/Board Secretary

**FIRE EXITS**

**BUDGET PUBLIC HEARING**

**A. Information Item: Budget Presentation** – Dr. Krastek and Mrs. Smith presented the 2016-17 district budget as approved by the Burlington County Office of Education.

**B. Action Item: (Glenn Forney, Chairperson)**

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

- 1) Recommend the Board adopt the proposed 2016-2017 budget as approved by the Executive County Superintendent on March 18, 2016. The Board of Education authorizes the use of a \$77,696 adjustment for increases in health care costs.

General Fund	Special Revenues	Debt Service	TOTAL
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<b>2016-2017 Total Expenditures</b>	9,148,967	257,000	789,150	10,195,117
<b>Less Anticipated Revenues</b>	4,688,677	257,000	-	4,945,677
<b>Taxes to be Raised</b>	4,460,290	-	789,150	5,249,440

### **MOTION TO CLOSE PUBLIC HEARING**

On a motion by Susan Taylor, seconded by Deanna McGinnis, the public hearing was closed at 7:27pm. All in favor.

### **REGULAR MEETING CALLED TO ORDER**

The Regular Meeting was called to order at 7:27pm by Susan Taylor, President.

### **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: (15-16-60)**

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

Susan Taylor – yes  
 Len DiGiacomo – yes  
 Samantha Zazzo – yes  
 Brian Curtis – abstain to March 15, 2016; yes to April 12, 2016  
 Glenn Forney – yes  
 Deanna McGinnis – yes  
 James Southard – yes

Motion carried.

March 15, 2016 (Regular and Exec Sessions)

April 12, 2016 (Exec Session)

### **SUPERINTENDENT'S REPORT: (Robert A. Krastek, Ed.D., Superintendent/Principal)**

#### **A. Information Items:**

- 1) Bus Drill Report – Bus Drills were conducted on September 9, 2015 and March 23, 2016 at 8:06am at the East entrance of the school. Routes 1-7 were included. The drills were supervised by Marian Smith, Business Administrator.
- 2) Pittsgrove School District Visit – May 13 – to observe the GTT program.
- 3) GTT-VEX Robotics Competition – June 2 – Mr. Duckett also informed the board that Project Lead the Way has requested to use ECS for the states Regional Launch Showcase in late May.

#### **B. Action Item:**

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

- 1) Recommend the Board approve the HIB report dated March 15, 2016. **(15-16-61)**

- 2) Recommend the Board approve the HIB report dated April 12, 2016. **(15-16-61)**

**PERSONNEL: (Sue Taylor, Chairperson)**

**A. Action Items:**

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 retirements, effective June 30, 2016, of the following elementary school teachers:

Maryann McDonald  
Patricia L. Smith

- 2) Recommend the Board approve the employment of Lindsay Rosato, elementary school teacher, with placement on guide at BA/Step 4 \$52,850, for the 2016-2017 school year pending completion of paperwork. **(15-16-62)**
- 3) Recommend the Board approve the 2016-2017 contract renewal list as attached, assignments to be determined. **(15-16-63)**
- 4) Recommend the Board approve the request of MaryFrancis Smolens to extend her maternity leave of absence from May 16 to May 23, 2016.

**FINANCE: (Glenn Forney, Chairperson)**

**A. 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) March 31, 2016 -- \$288,176.80
  - b) April 15, 2016 -- \$279,336.34
  - c) April 30, 2016 -- \$285,643.58
- 2) Recommend the Board approve the following invoices for payment: **(15-16-64)**
- a) Regular Bills - \$415,064.64
- 3) Recommend the Board approve the following Student Activity expenses:

1394	3/8/2016	Totally T-Shirts Signs & More - Inv #104157 - Select Chorale	\$ (178.00)
1395	3/9/2016	Doris Berdugo (Reimb for play supplies) Drama Club	\$ (49.88)
1396	3/9/2016	Jackie Smith (Reimb for play supplies) - Drama Club	\$ (174.17)
1397	3/10/2016	JC Tours, Inc. (2) 55 Passenger Buses - Hershey - 8th Gr	\$ (2,500.00)
1398	3/15/2016	Wills Bus Service, Inc. (Inv #3564 - 2/15/16 RVRHS) Smith	\$ (360.00)
1399	3/21/2016	Juliana Gravely (Reimb for Soft Pretzels for play) Drama Club	\$ (34.00)
1400	3/23/2016	JC Tours, Inc. (2) 55 Passenger Buses-NYC Trip Band/Chorus	\$ (2,800.00)
1401	4/14/2016	Totally T-Shirts Signs & More (Inv #104268) Band/Chorus	\$ (644.50)
1402	4/18/2016	Nicole Ragone (Reimb. For Autism Wristbands) Student Council	\$ (249.50)
1403	4/19/2016	Phillis (Acct#989348) 2 <sup>nd</sup> grade Fieldtrip 5/18/16	\$ (1,015.00)

4) Recommend the Board approve the following Cafeteria expenses:

3/11/2016	1271	Nutri-Serve Food Mgmt., Inc. (1/29/16 to 2/25/16)	\$	(20,976.43)
3/11/2016	1272	Waste Mgmt of NJ (Inv # 2665837-0502-2 - February Services	\$	(899.17)
3/11/2016	1273	Global Industrial Supply (Inv #109173657) - recycling can	\$	(149.44)
3/15/2016	1274	Western Pest Services (Invoice # 4080169B -February)	\$	(69.50)
4/7/2016	1275	Ashley Mari - Lunch Acct Refund for student AK	\$	(2.85)
4/7/2016	1276	LunchTime Software, LLC (Maint/Support Renewal)	\$	(890.00)
4/7/2016	1277	Nutri-Serve Food Mgmt., Inc. (2/26/16 to 3/24/16)	\$	(22,048.16)
4/7/2016	1278	Waste Mgmt of NJ (Inv # 2671284-0502-9 - March Services	\$	(899.17)
4/19/2016	1279	Western Pest Services (Invoice#4104118B-April)	\$	(69.50)

5) Recommend the Board approve the March 2016 Line Item Transfers. **(15-16-65)**

6) Recommend the Board approve the Board Secretary's Report dated March 31, 2016.  
**(15-16-66)**

7) Recommend the Board approve the Treasurer's Report dated March 31, 2016. **(15-16-67)**

8) Pursuant to N.J.A.C. 6A:23-2.12(c)4\*, we certify that as of March 31, 2016 after review of the Secretary's monthly financial report (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 March 31, 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.

9) Recommend the Board approve the following out-of-district special education tuition contract:

Placement	Student	Tuition per Student
Westampton Board of Education	GC	\$9,792 prorated from 4/6/16 plus 1:1 aide

10) Recommend the Board renew the contract with Nutri-Serve Food Management, Inc. to provide food service management for the 2016-17 school year in accordance with the terms and conditions of the base year contract.

**Per Meal Fee:**

The management fee is a cents-per-meal management fee comprised of two parts. For each student meal served, the fee is \$0.1464 cents. For each meal equal served (all non-reimbursable income divided by a meal equal factor of \$1.00) the fee is \$0.0959 cents. The sum of these two fees is the total management fee. CPI for renewal is 0%.

11) Recommend the Board renew the contract with Wills Bus Services, Inc for the 2016-2017 school year at a 0% increase:

Routes	15-16 Per Diem	14-15 Annual	CPI	Increase	16-17 Per Diem	15-16 Annual
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E1-E7	\$ 115.12	\$ 20,448.00	.57	\$ 0.00	\$ 115.12	\$ 20,721.60
Total						\$145,051.20

- 12) Recommend the Board authorize the use of competitive contracting for paraprofessional and support staff services.

### **PUBLIC PARTICIPATION:**

-Mrs. Day made a statement in favor of Mr. Duckett for the position of Superintendent/Principal.

-Mrs. Taylor provided an update of the Superintendent/Principal search process. She mentioned that three board members had a very productive meeting with the ETEA recently about this subject. Mrs. Taylor commented that the entire process was a rewarding experience for members of the search committee as well as the whole board. The board felt that they had three exceptional candidates and would be deliberating in executive session later in the evening. Mrs. Taylor indicated that the board expected to make a decision by early May.

-Mr. Geary commented that the busses are not stopping at the stop sign on Student Drive. He also asked if the DOT had sanctioned Student Drive and Learning Lane. Mr. Forney responded that he believed that they were sanctioned; however, the area between the two roads is the property of the Board of Education and not subject to DOT oversight.

-Mrs. Derienzo asked for a status on the outsourcing of the CST. Mrs. Smith indicated that third party companies did not provide an acceptable quote. Dr. Krastek mentioned that discussion about shared services is an ongoing process between districts and will continue to be point of discussion throughout the year.

### **ADJOURNMENT TO EXECUTIVE SESSION:**

On a motion by Susan Taylor, seconded by Deanna McGinnis, the Board entered executive session at 7:50 p.m. All in favor.

#### **Eastampton Township School District Board of Education**

#### **Resolution 2015-2016**

#### **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 \_\_.

**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 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 Samantha Zazzo, the Board returned to the Regular Meeting at 10:13p.m. All in favor.

### **ADJOURNMENT**

With no further business to discuss the Board meeting was adjourned at 10:14 p.m. on a motion by Len DiGiacomo, seconded by Glenn Forney. All in favor.

Respectfully submitted,

Marian F. Smith  
Business Administrator/Board Secretary