

EASTAMPTON TOWNSHIP BOARD OF EDUCATION
Regular Meeting Minutes
March 15, 2016

The Regular Meeting of the Eastampton Township Board of Education was called to order at 7:08 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 - absent
 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

PRESENTATION:

- A. Students of the Month—Dr. Krastek, 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: (15-16-53)

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

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

February 16, 2016 (Regular and Exec Sessions)

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

- 1) 2015-2016 calendar adjustment

B. Information Items:

- 1) HIB Report (**hand carried**)
- 2) QSAC Results (**15-16-54**)
- 3) PARCC
- 4) 2016-2017 Class/Sections/Size (**hand carried**)

C. 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 a 2015-2016 calendar adjustment, if needed, to reflect June 16 as the last day of school for students and June 17 as the last day for faculty.
- 2) Recommend the Board approve the HIB report dated February 16, 2016. (**15-16-55**)
- 3) Recommend the Board approve the District's 2016-2017 to 2018-2019 Comprehensive Equity Plan and submission to the Burlington County Office of Education. (**sent separately**)

PERSONNEL: (Susan Taylor, Chairperson)**A. Action Item:**

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

- 1) Recommend the Board approve the addition of the following individuals to the District's list of substitutes:

Colleen Cutts	pending completion of paperwork
Lindsay Rosato	April 11

FINANCE: (Glenn Forney, Chairperson)**A. Information Item:**

- 1) 2016-2017 Proposed Budget

B. Action Items:

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

- 1) Recommend the Board approve the following payrolls:

- a) February 29, 2016 \$280,714.65
- b) March 15, 2016 \$289,841.17

- 2) Recommend the Board approve the following invoices for payment: **(15-16-56)**

Regular Bills - \$249,259.88

Debt Service - \$583,300.00

- 3) Recommend the Board approve the following Student Activity expenses:

1387	2/10/2016	Movie Licensing USA (One Time Public Perf Site License) 8th Gr	\$	(128.00)
1388	2/16/2016	Totally T-Shirts Signs & More (Inv# 104129) Drama Club	\$	(341.00)
1389	2/19/2016	Group Sales Box Office-Add'l tickets - Band/Chorus	\$	(552.00)
1390	2/22/2016	Vicki Carr (Refund NYC Music Trip Deposit) Band/Chorus	\$	(43.00)
1391	2/25/2016	Doris Berdugo - Reimb for supplies (8th gr)	\$	(260.59)
1392	2/25/2016	Wayfair, LLC (Inv # 2121207842) Class of 2015 Gift	\$	(525.98)
1393	3/4/2016	Pats Pizza Family Rest (Pizza for students)Drama Club	\$	(104.50)
1394	3/8/2016	Totally T-Shirts Signs & More - Inv #104157 - Select Chorale	\$	(178.00)

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

2/22/2016	1270	Western Pest Services (Invoice # 4055191B- February	\$	(69.50)
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- 5) Recommend the Board approve the attached February 2016 Line Item Transfers. **(15-16-57)**

- 6) Recommend the Board approve the attached Board Secretary's Report dated February 29, 2016. **(15-16-58)**

- 7) Recommend the Board approve the attached Treasurer's Report dated February 29, 2016. **(15-16-59)**

- 8) Pursuant to N.J.A.C. 6A:23-2.12(c)4*, we certify that as of February 29, 2016 after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the 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 and repeals. Figures subject to final audit.

Pursuant to N.J.A.C. 6A:23-2.12(c)8*, I certify that as of February 29, 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 submission of an amendment to the FY 2016 IDEA Grant to document \$607 in carryover funds from the previous year.

10) Recommend the Board approve the following 2016-2017 budget resolution:

WHEREAS, the Eastampton Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150/staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1-June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$20,000 for all staff and board members.

BE IT RESOLVED that the tentative budget be approved for the 2016-2017 school year using the 2016-2017 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline. The Board of Education authorizes the use of a \$77,696 adjustment for increase in health care costs.

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

And to advertise said tentative budget in the *Burlington County Times* in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held on April 26, 2016 at 7:00pm for the purpose of conducting a public hearing on the proposed budget for the 2016-2017 school year.

CURRICULUM: (Samantha Zazzo, Chairperson)

A. Action Item:

On a motion by Samantha Zazzo, seconded by Deanna McGinnis, 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	Chaperones
May 18	2 nd grade class	Citizens Bank Park, Philadelphia	8:30am-2pm	5 staff + 25 parents
June 8	1 st grade class	Philadelphia Zoo	8:45am-2pm	5 staff + TBD parents
June 13	7 th grade class	Eastern State Penitentiary	9am-2pm	2 staff + 10 parents
June 14	5 th grade class	Franklin Institute, Philadelphia	9am-2pm	6 staff + 6 parents
May 6	Kindergarten	Please Touch Museum	8:45 – 2pm	6 staff + parents
May 26	4 th Grade	New Jersey State Museum	8:45- 2pm	5 staff + 9 parents
June 2	6 th Grade	The Franklin Institute	8:15-2:00	2 staff + 11 parents

POLICY: (Len DiGiacomo, 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 second reading and adoption of the following policies (Policy Alert 207): **(sent separately)**

P & R 1240	Evaluation of Superintendent (M) (Revised)
P & R 3221	Evaluation of Teachers (M) (Revised)
P & R 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
P & R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
P & R 3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
P 3431.1	Family Leave (M) (Revised)
P 4431.1	Family Leave (M) (Revised)
P 5516	Use of Electronic Communication and Recording Devices (ECRD) (M) (Revised)

BUILDINGS AND GROUNDS: (Deanna McGinnis, Chairperson)

A. Action Item:

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

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

	Group	Purpose	Date(s)	Time	Room
1	Westampton Rec	Youth Bball Practice	Mon, Tues, Wed, Thurs during Apr 4—Jun 16	7-9pm	Gym 1
2	PTA	BookFair	May 20 (set up) May 25-27 (BookFair)	1pm 3-8pm	Library

PUBLIC PARTICIPATION:

-Mr. Day stated that he and his wife participated in the Superintendent/Principal search committee's online survey and supported Mr. Duckett for the position.

-Mrs. Derienzo asked if the 2015-2016 PARCC scores will be used for student placements.

Mr. Duckett indicated that the results would not be used.

ADJOURNMENT

With no further business to discuss, the Board meeting was adjourned at 7:56 p.m. on a motion by Susan Taylor, seconded by Glenn Forney. All in favor.

Respectfully submitted,

Marian F. Smith
Business Administrator/Board Secretary