

EASTAMPTON TOWNSHIP BOARD OF EDUCATION
Regular Meeting Minutes
January 19, 2016

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

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

FIRE EXITS

PRESENTATIONS:

- A. Students of the Month—Dr. Krastek, Superintendent/Principal
- B. Public Hearing: Violence, Vandalism & HIB—Dr. Robert A. Krastek, Superintendent/Principal—the report was for the period September 1 – December 31, 2015. There were no questions.

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)).

On behalf of the ETEA, Mrs. Kenney requested that the Board move the proposed 2016-2017 school year parent/teacher conferences to November 2016 instead of October 2016.

APPROVAL OF MINUTES: (15-16-40)

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

December 15, 2015 (Regular and Exec Sessions)
January 5, 2016 (Reorganization and Exec Sessions)

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

- 1) 2016-2017 School Year Calendar – The Board discussed a November option for parent/teacher conferences. The board will continue this discussion at the February meeting.

B. Information Items:

- 1) Board Recognition Breakfast
- 2) HIB Report
- 3) QSAC/Mid-Year Review
- 4) District Goals **(15-16-41)**

C. 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 Violence & Vandalism/HIB report (reporting period one) as presented.
- 2) Recommend the Board approve the 2014-15 NJ Department of Education School Self Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report. Eastampton scored a 76 out of a possible 78 points; results are posted on our website: <http://www.eastampton.k12.nj.us/files/1341400/hib%20report%20card%202014-2015.pdf>
- 3) Recommend the Board affirm the Superintendent's determination in HIB Investigation #12-15-02 as discussed in executive session.

PERSONNEL: (Sue 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 request of MaryFrancis Smolens for a maternity leave of absence effective on or about March 16 through on or about May 16, 2016. Accumulated sick days to be used before and after the birth; New Jersey Family Leave will be effective from the date of birth to the date of return to work.

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

- 1) YE 2015 CAFR – Copies of the Summary Audit report were made available to the public. There were no recommendations.

B. 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) December 31, 2015 \$288,172.17
- b) January 15, 2016 \$292,855.52

- 2) Recommend the Board approve the following invoices for payment: **(15-16-42)**

Regular Bills - \$302,213.06

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

| | | | | |
|------|------------|--|----|------------|
| 1356 | 12/10/2015 | Philly Pretzel Factory (Inv # 121115-1) 8th Gr | \$ | (54.25) |
| 1357 | 12/16/2015 | WAWA Inc. (order # 5222- 900 coupons) band/chorus | \$ | (2,700.00) |
| 1358 | 12/16/2015 | Kari Cortright (Reimb for refreshments) 8th Gr | \$ | (23.26) |
| 1359 | 12/17/2015 | Frank Clifford (Basketball Ref - 12/9 girls game) | \$ | (54.00) |
| 1360 | 12/17/2015 | Mike Horrey (Basketball Ref - 12/9 - girls/boys games) | \$ | (108.00) |
| 1361 | 12/17/2015 | Todd Walker (Basketball Ref - 12/9 boys game) | \$ | (54.00) |
| 1362 | 12/18/2015 | Frank Clifford (Basketball Ref - 12/16 boys game) | \$ | (54.00) |
| 1363 | 12/18/2015 | Stacy Scott (Basketball Ref - 12/16 girls/boys games) | \$ | (108.00) |
| 1364 | 12/18/2015 | Teresa Corchado (Basketball Ref - 12/16 girls game) | \$ | (54.00) |
| 1365 | 1/6/2016 | Group Sales Box Office-Fiddler on the Roof - band/chorus | \$ | (4,349.50) |

- 5) Recommend the Board approve the following Cafeteria expenses:

| | | | | |
|------------|------|---|----|-------------|
| 12/8/2015 | 1261 | Nutri-Serve Food Mgmt., Inc. (10/30/15 to 11/26/15) | \$ | (17,540.66) |
| 12/9/2010 | 1262 | GCS Service Inc. (Inv # 94027301) - Timer | \$ | (373.48) |
| 12/16/2015 | 1263 | Western Pest Services (Invoice # 4014627B - DECEMBER) | \$ | (66.00) |
| 1/8/2016 | 1264 | Nutri-Serve Food Mgmt., Inc. (11/27/15 to 12/31/15) | \$ | (19,446.05) |
| 1/8/2016 | 1265 | Bowman & Company LLC (Audit Fee For Café-Inv.69208) | \$ | (5,000.00) |

- 5) Recommend the Board approve the attached December 2015 Line Item Transfers. **(15-16-43)**

- 6) Recommend the Board approve the attached Board Secretary's Report dated December 31, 2015. **(15-16-44)**

- 7) Recommend the Board approve the attached Treasurer's Report dated December 31, 2015. **(15-16-45)**

- 8) Pursuant to N.J.A.C. 6A:23-2.12(c)4*, we certify that as of December 31, 2015 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 December 31, 2015 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 Comprehensive Annual Financial Report for the year ending June 30, 2015 completed by Bowman & Company LLP and the accompanying Peer Review Report. There were no recommendations. **(sent via e-mail)**

CURRICULUM: (Samantha Zazzo, Chairperson)

A. Action Items:

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

- 1) Recommend the Board approve the following field trips:

| Date | Students | Destination | Time | Chaperones |
|--------|------------------------------|------------------------------------|-------------|----------------|
| Feb 10 | 8 th Graders (10) | BCIT-Medford (no cost to District) | 9-2pm | Ragone + 1 |
| Jun 10 | 3 rd Grade Class | Adventure Aquarium-Camden | 9:15-2:10pm | deMenezes + 16 |

- 2) Recommend the Board approve the attached baseball/softball SY 2015-2016 schedules. **(15-16-46)**

POLICY: (Len DiGiacomo, Chairperson)

A. Action Item:

On a motion by Len DiGiacomo, seconded by Samantha Zazzo, the following policies and regulation guides received their first reading. Roll call vote: Unanimous. Motion carried.

- 1) Recommend the Board approve the first reading of the following policies (Policy Alert 207): **(sent via email)**

| | |
|------------|---|
| 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 (ECDRD) (M) (Revised) |

BUILDINGS AND GROUNDS: (Deanna McGinnis, Chairperson)

A. Action Item:

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

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

| | Group | Purpose | Date(s) | Time | Room |
|---|----------------|----------------------|---|------------|------|
| 1 | PTA | Family Fun Event | Feb 11 | 6:30-9:30p | Cafe |
| 2 | Eastampton Twp | Theatre Arts Program | Jan 26; Feb 2,9,16,&23; Mar 1& 8 (15 th Snow day) | 6:30-7:30p | 308 |

PUBLIC PARTICIPATION:

Mrs. Kenney indicated that two dates sponsored by the ETEA were missing from the facilities use list.

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

| | Group | Purpose | Date(s) | Time | Room |
|---|-------|-----------------|---------|-----------|--------------|
| 1 | ETEA | Parent Workshop | 1/27 | 6:30-8:30 | Library |
| 2 | ETEA | Literary Night | 2/3 | 6:30-8:30 | Café/library |

ADJOURNMENT

With no further business to discuss the Board meeting was adjourned at 8:04 p.m. on a motion by Susan Taylor, seconded by Glenn Forney. All in favor.

Respectfully submitted,

Marian F. Smith
Business Administrator/Board Secretary

