

EASTAMPTON TOWNSHIP BOARD OF EDUCATION

Meeting Minutes

Tuesday, December 17, 2024

REGULAR MEETING CALLED TO ORDER BY BOARD PRESIDENT (7:00 P.M.)

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 4, 2024.
- B. Mailed written notice to the *Burlington County Times* on January 8, 2024 and the *Courier Post* on January 10, 2024.
- C. Filed written notice with the Clerk of Eastampton Township on January 4, 2024.
- 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:

Board Member	Present	Absent	Late Arrival Time
Kerry Douglas, Board President	X		
Florencia Norton, Vice President	X		
Edward Besko	X		
Edward Hill	X		
Walter Maluchnik	X		
Stephanie McHugh	X		
Jamie Smith		X	

☒ Lianne M. Kane, Superintendent of Schools

☒ Ashlee Caldwell, DBA, School 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: (24-25-66)

November 19, 2024 (Regular and Executive Session)

Roll Call on Action Item(s)

Board Member	Motion	Second	Yes	No	Abstain	Recuse	Absent
Kerry Douglas, Board President	X		X				
Florencia Norton, Vice President			X				
Edward Besko		X	X				
Edward Hill			X		X		
Walter Maluchnik			X				
Stephanie McHugh			X				
Jamie Smith							X

☒ Motion Carries

☐ Motion Fails

PRESENTATIONS:

A. Student Recognitions – Mrs. Kane, Superintendent/Principal

- The following students were recognized as Golden Knight of the Month:
November
K- Audrey Flaspohler (present)
1st- Journee Harmon (present)
2nd- Elena Cooper
3rd- Morgan McLaughlin (present)
4th- Jace Compart
5th- Mark Sanders
6th- Ryan Thompson
7th- Inaaya Razak (present)
8th- Dashiel Scattergood (present)

SUPERINTENDENT'S REPORT: (Lianne Kane, Superintendent/Principal)

A. Information Item(s):

- 1) Department Reports
- 2) HIB Report dated December 12, 2024 (24-25-67)
- 3) Liaison Reports
- 4) Mid Year Budget Review – December 10, 2024

B. Action Item(s):

- 1) Recommend the Board approve the Action Items on the HIB Report dated December 12, 2024 as presented on November 19, 2024. (24-25-67)
 - 2) Recommend the Board approve the Pre-Kindergarten Projected Enrollment for the 2025-2026 school year. (24-25-68)
- Mrs. Kane gave an enrollment update and Department reports for Buildings & Grounds, Curriculum and Instruction, Special Services, Technology, and Athletics.

- Mrs. Kane reported that 9 HIB were reported; 4 were founded.
- Edward Besko reported the Liaison Report; the township renewed a shared services agreement with Westampton Township. Edward Besko thanked ECS for fixing the scoreboard and ECS chorus for attending the tree lighting ceremony.
- Mrs. Kane reported that she attended the MYBR with Dr. Caldwell; enrollment, efficiency, and projects were discussed.

Roll Call on Action Item(s)

Board Member	Motion	Second	Yes	No	Abstain	Recuse	Absent
Kerry Douglas, Board President	X		X				
Florencia Norton, Vice President		X	X				
Edward Besko			X				
Edward Hill			X				
Walter Maluchnik			X				
Stephanie McHugh			X				
Jamie Smith							X

☒ Motion Carries

☐ Motion Fails

PERSONNEL: (Walter Maluchnik, Chairperson)

A. Action Item(s):

- 1) Recommend the Board accept the resignation of Barbara Ortiz as Registrar effective January 3, 2025.

Roll Call on Action Item(s)

Board Member	Motion	Second	Yes	No	Abstain	Recuse	Absent
Kerry Douglas, Board President			X				
Florencia Norton, Vice President			X				
Edward Besko			X				
Edward Hill		X	X				
Walter Maluchnik	X		X				
Stephanie McHugh			X				
Jamie Smith							X

☒ Motion Carries

☐ Motion Fails

FINANCE: (Jamie Smith, Chairperson)

A. Information Item(s):

- 1) RFP – RBT/BCBA Services due 12/10/2024 – 4 responses were received.
- 2) Annual Comprehensive Financial Report – Year ending June 30, 2024
- 3) Burlington County Joint Insurance Fund Awards
 - a. 2023-2024 Safety Incentive winner of \$4,000
 - b. 2023-2024 C.O.E. for Claims Processing within 24 hours
 - c. 2023-2024 Safety Award winner

B. Action Item(s):

- 1) Recommend the Board approve the following payrolls:
 - a. November 27, 2024 - \$292,609.30
 - b. December 13, 2024 - \$320,593.39
- 2) Recommend the Board approve the following revised November invoices for payment: **(24-25-69)**
 - a. Regular Bills- \$587,910.31
- 3) Recommend the Board approve the following December invoices for payment: **(24-25-70)**
 - a. Regular Bills- \$425,967.02
- 4) Recommend the Board approve Line Item Transfers dated October 31, 2024. **(24-25-71)**
- 5) Recommend the Board approve the Treasurer's Report dated October 31, 2024. **(24-25-72)**
- 6) Recommend the Board approve the Board Secretary's Report dated October 31, 2024. **(24-25-73)**
- 7) Pursuant to N.J.A.C. 6A:23-2.12(c)4*, we certify that as of October 31, 2024 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 October 31, 2024 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.
- 8) Recommend the Board approve the attached Cafeteria expense. **(24-25-74)**
- 9) Recommend the Board approve the attached Student Activity expenses. **(24-25-75)**
- 10) Recommend the Board approve the attached request for professional development. **(24-25-76)**
- 11) Recommend the Board accept and approve the Annual Comprehensive Financial Report for the year ending June 30, 2024. There were no recommendations. **(24-25-77)**
- 12) Recommend the Board approve the addendum to adjust the pay rate with ESS Support Services LLC for the 2024-2025 school year to provide staffing to fill positions at the request of the district. **(24-25-78)**
- 13) Recommend the Board authorize Preschool Budget Transfers for the 2024-2025 SY. **(24-25-79)**
- 14) Recommend the Board accept grant funds for the New Jersey Acceleration Program: NJ High Impact Tutoring Reissue Competitive in the amount of \$41,076. This opportunity prioritizes offering High-Impact Tutoring to students in grades three (3) through five (5) but will allow

LEAs awarded the grant to serve additional students as needed. The grant period is through June 30, 2025.

- 15) Recommend the Board approve Sourcewell Contract #03021-RCH with Ricoh for copiers in the Board Office and Main Office at \$629.02 per month for 48 months. The contract period is from February 28, 2025 to February 28, 2029.
- 16) Recommend the Board award RFP 25-08 to Brett DiNovi & Associates to provide RBT/BCBA Services from January 1, 2025-June 30, 2025 based on the rubric developed for the specifications of the RFP.

Roll Call on Action Item(s)

Board Member	Motion	Second	Yes	No	Abstain	Recuse	Absent
Kerry Douglas, Board President	X		X				
Florencia Norton, Vice President			X				
Edward Besko			X				
Edward Hill		X	X				
Walter Maluchnik			X				
Stephanie McHugh			X				
Jamie Smith							X

☒ Motion Carries

☐ Motion Fails

- Dr. Caldwell advised the board that 4 responses were received from the RBT/BCBA RFP. Dr. Caldwell asked for approval of the 23/24 ACFR with no recommendations and credited the Business Office and entire district for their cooperation. Dr. Caldwell displayed the (3) 23/24 Safety awards that Eastampton received from the BCJIF and thanked Mr. Besko for his support attending the awards dinner.

CURRICULUM: (Edward Hill, Chairperson)

A. Action Item(s):

- 1) Recommend the Board approve the following field trip(s):

Date	Students	Destination	Time	Chaperones
4/16/25	7 th & 8 th Grade Band and Chorus	Broadway Show "MJ The Musical" Neil Simon Theater, NYC	9:00 am – 7:30 pm	4 staff/26 parents
2/11/25	5 th & 6 th Grade Band	Philadelphia Orchestra at the Kimmel Center	8:45 am – 2:00 pm	2 staff/18 parents
2/26/25	8 th Grade Band	RVRHS PAC Rehearsal and Performance with RV sending districts 8 th graders	8:45 am – 2:00 pm	2 staff
5/1/25	Select Chorale/ Drama Club/ Art Club	Delaware Theatre Company "Stompin' At The Savoy" Wilmington, DE	8:45 am – 2:15 pm	3 staff/6 parents
4/4/25	8 th Grade	RV High School Musical	9:30 am – 12:30 pm	4 staff/4 parents

- 2) Recommend the Board approve the following TCNJ Student Teacher as indicated. There will be no cost to the district.

Sophia Viteritto

4th Grade with Kelly Greene

1/29/25 – 5/9/25

Roll Call on Action Item(s)

Board Member	Motion	Second	Yes	No	Abstain	Recuse	Absent
Kerry Douglas, Board President			X				
Florencia Norton, Vice President		X	X				
Edward Besko			X				
Edward Hill	X		X				
Walter Maluchnik			X				
Stephanie McHugh			X				
Jamie Smith							X

☒ Motion Carries

☐ Motion Fails

PUBLIC PARTICIPATION:

The Board, pursuant to the Open Public Meetings Act, is providing an opportunity for the Board to hear the public's concerns. The Board will not publicly discuss personnel matters and may choose not to respond to comments made by members of the public during this portion of the meeting. If appropriate, the Superintendent will respond to your questions and concerns at a future time. We take your concerns and questions very seriously and want to have sufficient time to allow our administration to process and research issues, if need be.

- Paulina Obarzanek informed the board of a petition to hire a 4th grade teacher based on the number of students in class. Paulina Obarzanek discussed learning, safety concerns, access to policies, student/teacher ratios, bylaws, and transparency regarding communication of new administrators.
- Mrs. Kane responded that the policy does not specify a student/teacher ratio and that communication efforts have been increased through newsletters. Our new assistant principal was announced in the newsletter and via presentation with a photo.
- Krista Mayo discussed learning, said we need more teachers, and that she has noticed a difference in communication since Mrs. Kane started.
- Kerry Douglas stated that next school year all of our policies will be available online and that can now be accessed in the Business Administrators office.
- Robert Apgar thanked ECS for fixing the scoreboard.

ADJOURNMENT TO EXECUTIVE SESSION:

Motion	Second	All in Favor	All Opposed
Kerry Douglas	Edward Hill	Aye	

☒ Motion Carries

☐ Motion Fails

**Eastampton Township Board of Education
Resolution 2024-2025
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 7:49pm 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:

_____ 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. Under certain circumstances, if public disclosure of the matter would have a potentially negative impact on the Board'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 employee or employee employed or appointed by the Board, 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;

_____ 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 Eastampton Township 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 Eastampton Township 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:

Motion	Second	All in Favor	All Opposed
Kerry Douglas	Edward Hill	Aye	

☒ Motion Carries

☐ Motion Fails

ADJOURNMENT:

With no further business to discuss, the Board meeting was adjourned at 7:49 pm.

Motion	Second	All in Favor	All Opposed
Kerry Douglas	Walter Maluchnik	Aye	

☒ Motion Carries

☐ Motion Fails

Respectfully submitted,

Dr. Ashlee Caldwell

Dr. Ashlee Caldwell
School Business Administrator/Board Secretary