

EASTAMPTON TOWNSHIP BOARD OF EDUCATION
Reorganization Meeting Minutes
Tuesday, January 7, 2025

REORGANIZATION MEETING CALLED TO ORDER BY BOARD SECRETARY (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.

FIRE EXITS

FINAL ELECTION RESULTS – November 5, 2024:

A. Board of Education Candidates:

(3) Three Year term seats were available:

Candidates	Total Votes
Edward Hill	2,289
Walter Maluchnik	2,127
Florencia Norton	2,230

ADMINISTRATION OF OATH OF OFFICE:

The Board Secretary administered the Oath for School Board Members elected to the Eastampton Township Board of Education:

- A. Edward Hill – Three Year Term ending 12/31/2027
- B. Walter Maluchnik – Three Year Term ending 12/31/2027
- C. Florencia Norton – Three Year Term ending 12/31/2027

ROLL CALL:

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

- ☒ Lianne Kane, Superintendent of Schools
- ☒ Dr. Ashlee Caldwell, School Business Administrator/Board Secretary

ELECTION OF OFFICERS:

A. Call for nominations for Board President by Board Secretary

Dr. Caldwell opened the floor for nominations for the position of President of the Board of Education. Florencia Norton nominated Kerry Douglas. Kerry Douglas accepted the nomination. There were no other nominations. Roll call vote: Unanimous. The meeting was turned over to Kerry Douglas.

Roll Call

Board Member	Nomination	Yes	No	Abstain	Absent
Edward Besko		X			
Kerry Douglas	By Florencia Norton	X			
Edward Hill		X			
Walter Maluchnik		X			
Stephanie McHugh		X			
Florencia Norton		X			
Jamie Smith		X			

☒ Motion Carries

☐ Motion Fails

B. Call for nominations for Board Vice-President by Board President

Kerry Douglas opened the floor for nominations for the position of Vice President of the Board of Education. Kerry Douglas nominated Florencia Norton. Florencia Norton accepted the nomination. There were no other nominations. Roll call vote: Unanimous.

Roll Call

Board Member	Nomination	Yes	No	Abstain	Absent
Edward Besko		X			
Kerry Douglas		X			
Edward Hill		X			
Walter Maluchnik		X			
Stephanie McHugh		X			
Florencia Norton	By Kerry Douglas	X			
Jamie Smith		X			

☒ Motion Carries

☐ Motion Fails

C. Appointment of Committee Chairs

The President of the Board of Education appointed the following committee members:

- | | |
|---------------------------|-----------------------|
| a. Curriculum | Jamie Smith_____ |
| b. Buildings and Grounds | Walter Maluchnik_____ |
| c. Policy | Kerry Douglas_____ |
| d. Personnel | Edward Hill_____ |
| e. Finance | Stephanie McHugh_____ |
| f. Township & PTA Liaison | Edward Besko_____ |

Roll Call

Board Member	Yes	No	Abstain	Absent
Edward Besko	X			
Kerry Douglas	X			
Edward Hill	X			
Walter Maluchnik	X			
Stephanie McHugh	X			
Florencia Norton	X			
Jamie Smith	X			

☒ Motion Carries

☐ Motion Fails

D. Designation of Board Members to N.J.S.B.A.:

The President of the Board of Education will designate a Board member to the following positions with New Jersey School Board Association through the Reorganization meeting in January 2026:

- a. Delegate to N.J.S.B.A. Edward Hill _____
- b. Alternate Delegate to N.J.S.B.A. Florencia Norton _____

Roll Call

Board Member	Yes	No	Abstain	Absent
Edward Besko	X			
Kerry Douglas	X			
Edward Hill	X			
Walter Maluchnik	X			
Stephanie McHugh	X			
Florencia Norton	X			
Jamie Smith	X			

☒ Motion Carries

☐ Motion Fails

E. Reading and signing of the New Jersey School Board Member Code of Ethics. (2024-2025 NJSBA School Ethics PowerPoint presentation sent via email)

MEETING DATES AND TIMES:**Open Public Meetings Act – Establish Meeting Dates, Time and Place**

RESOLVED that the Eastampton Board of Education, pursuant to Chapter 231, PAL. (Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Education will be held in the Cafeteria and/or Library at the Eastampton Community School, 1 Student Drive, Eastampton, NJ 08060 at 7:00 p.m. **and an executive session to begin at 6:30pm** as set forth below unless indicated otherwise:

BE IT FURTHER RESOLVED that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary

BE IT FURTHER RESOLVED that the Board of Education does hereby designate the *Burlington County Times* and the *Courier Post* as official newspapers to receive notices of meetings; and

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education will be posted in the Front Office showcase and on the District website.

BE IT FURTHER RESOLVED that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED that, in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than three (3) minutes per individual.
- The Board vests in its President, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

BE IT FURTHER RESOLVED that individuals or organizations desiring notification of Board Meetings shall request such notification through the Board Secretary's Office and be charged an annual fee of \$25.00, paid in advance.

BE IT FURTHER RESOLVED that the Board of Education will meet on the following dates:

January 21, 2025	August 26, 2025 – 6:00 pm
February 18, 2025	September 16, 2025
March 18, 2025 - (Tentative Budget Adoption)	October 21, 2025
April 29, 2025 - (Budget Public Hearing)	November 18, 2025
May 20, 2025	December 16, 2025
June 10, 2025	January 6, 2026 (Reorganization)

Roll Call

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

☒ Motion Carries

☐ Motion Fails

REORGANIZATION APPOINTMENTS/DESIGNATIONS:

A. Action Items:

1) Recommend the board approve the following reorganization items for the 2025 calendar year:

a. POLICY:

- i. Adopt Existing bylaws and policies for continuity of operation of the Board and the school system.
- ii. Adopt Code of Ethics established by New Jersey Department of Education 18A:12-21 et. Seq.
- iii. Adopt Robert's Rules of Order as the basis for the conduct of all meetings of the Board.

b. APPOINTMENTS/DESIGNATIONS:

i. Personnel:

1. Dr. Ashlee Caldwell as Board Secretary, Public Agency Compliance Officer, Custodian of Records, Workers Compensation Coordinator.

ii. Finance:

1. Recommend the Board approve Parker McCay as district solicitor through December 31, 2025.

iii. Curriculum:

1. Continuation of existing curriculum, textbooks, and instructional materials through the Reorganization meeting in January 2026.
2. Authorization of pupil records to be collected and maintained by authorized certified school personnel as outlined by State rules and regulations.

Roll Call

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

☒ Motion Carries

☐ Motion Fails

PERSONNEL: (Edward Hill , Chairperson)

A. Action Item(s):

- 1) Recommend the Board retroactively approve a leave of absence with a start date of November 18, 2024 and an end date of March 17, 2025 for staff member ID #4660 using all sick and personal days followed by unpaid FMLA leave.
- 2) Recommend the Board retroactively approve a leave of absence with a start date of December 6, 2024 and an end date of February 28, 2025 for staff member ID #4087 using fifteen (15) sick and two (2) personal days followed by unpaid FMLA leave.
- 3) Recommend the Board approve James MacCarthy as an after-school tutor for the 2024-2025 school year with a stipend at the negotiated rate. There will be no cost to the district. The stipend will be funded through the High Impact Tutoring Grant.
- 4) Recommend the Board approve an amended contract for the 2024-2025 school year for Leticia Gonzalez. (24-25-80)

Roll Call

Board Member	Motion	Second	Yes	No	Abstain	Absent
Edward Besko			X			
Kerry Douglas			X			
Edward Hill	X		X			

Walter Maluchnik			X			
Stephanie McHugh			X			
Florencia Norton			X			
Jamie Smith		X	X			

☒ Motion Carries

☐ Motion Fails

FINANCE: (Stephanie McHugh, Chairperson)

A. Action Item(s):

- 1) Recommend the Board approve the attached request for professional development. **(24-25-81)**

Roll Call on Action Item(s)

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

PUBLIC PARTICIPATION:

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)).

-Donald Graham asked for clarification on 2025 meeting date changes. Donald Graham asked how the snow day affected things and if it cost anything [overtime]. Lianne Kane responded that one snow day was built into the calendar and if there is another snow day, there will be a discussion. Lianne Kane responded that buildings & grounds were here salting and shoveling, which is built into their contract and job responsibilities.

- Octavia Lee introduced herself to the BOE as she was newly elected at Eastampton yesterday and thanked the BOE for their support. Octavia Lee will be replacing Robert Apgar [as liaison].

ADJOURNMENT:

With no further business to discuss, the Board meeting was adjourned at 7:20 pm.

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

☒ Motion Carries

☐ Motion Fails

Respectfully submitted,

Dr. Ashlee Caldwell

Dr. Ashlee Caldwell
School Business Administrator/Board Secretary