

**EASTAMPTON TOWNSHIP BOARD OF EDUCATION**  
**Meeting Minutes**  
**Monday March 17, 2025**

**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 8, 2025.
- B. Mailed written notice to the *Burlington County Times* and *Courier Post* on January 12, 2025.
- C. Filed written notice with the Clerk of Eastampton Township on January 8, 2025.
- 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 Kane, Superintendent of Schools
- Joseph A. Firetto, 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.

- No participants.

**APPROVAL OF MINUTES: : (24-25-102)**

February 18, 2025 (Regular Session)

**Roll Call**

Board Member	Motion	Second	Yes	No	Abstain	Absent
Kerry Douglas, Board President	X		X			
Florencia Norton, Vice President					X	
Edward Besko		X	X			
Edward Hill			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:  
February  
K- Jasai Malkin  
1<sup>st</sup>- Austin Vrablic  
2<sup>nd</sup>- Elihah Stowers  
3<sup>rd</sup>- Harper Oppermann  
4<sup>th</sup>- Caleb Hernaneez-Molina  
5<sup>th</sup>- Noelle Bozarth  
6<sup>th</sup>- Jacob DeGregory  
7<sup>th</sup>- Arianna Richardson  
8<sup>th</sup>- Camila Duran

**SUPERINTENDENT’S REPORT: (Lianne M. Kane, Superintendent/Principal)**

- 1) HIB Report dated March 13, 2025 (24-25-103)
- 2) Department Reports
- 3) Liaison Reports
- 4) NJ Quality Single Accountability Continuum (NJQSAC) District Placement (24-25-104)

**B. Action Item(s):**

- 1) Recommend the Board approve the action items on the HIB Report dated March 13, 2025 as initially presented at the February 18, 2025 meeting. (24-25-103)
- 2) Recommend the Board approve the 2024-2025 Memorandum of Agreement between the Eastampton Police Department, the County Prosecutor’s Office, and the Eastampton Board of Education on file in the superintendent’s office.
- 3) Recommend the Board approve the School Safety Data System Report for Period 1 (September 1 – December 31, 2024) (24-25-105)

- 4) Recommend the Board approve the Memorandum of Understanding (MOU) by and between the State of New Jersey and the Eastampton Township Board of Education on file in the superintendent’s office. (24-25-106)

- Curriculum policy update will be at the April 25, 2025 meeting
- March 17 to 21, 2025 is a District Wellness Week
- Kindergarten registration is available on the website
- April 30, 2025 the PEA Lottery will be held

**Roll Call on Action Item(s)**

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

Motion Carries

Motion Fails

**PERSONNEL: (Edward Hill, Chairperson)**

**A. Action Item(s):**

**B. Recommend Action Item(s):**

- 1) Recommend the Board approve Hailey Connell as a Volunteer Softball Coach for the 2024-2025 softball season.
- 2) Recommend the Board approve an employment contract for the period commencing March 1, 2025 through June 30, 2025 for Joseph A. Firetto as Part Time Business Administrator/Board Secretary (.4 FTE), with a total compensation of \$18,333.00 (prorated for four months based on an annual salary of \$55,000.00).
- 3) Recommend the Board accept the retirement of teacher Christine Glenn, whose last day with the district will be June 30, 2025.
- 4) Recommend the Board approve increasing the annual stipend for the Registrar from \$10,000 to \$11,000 retroactive to January 2, 2025.
- 5) Recommend the Board rescind the approval of an employment contract with Patricia Austin as Interim Business Administrator/Board Secretary from March 1, 2025 to June 30, 2025 as approved at the February 18, 2025 Board of Education meeting due to a state pension requirement.
- 6) Recommend the Board approve the revised job description for Child Study Team Secretary/Registrar. (24-25-107)

- 7) Recommend the Board approve a retroactive move on the salary guide for teacher, Ashley Forsyth, to Teacher MA/Step 3, \$61,399, prorated from December 16, 2024 to June 30, 2025.

**Roll Call on Action Item(s)**

Board Member	Motion	Second	Yes	No	Abstain	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: (Stephanie McHugh, Chairperson)**

**A. Information Item(s):**

- 1) 2025-2026 Proposed Budget– Joseph A. Firetto, Business Administrator

**B. Action Item(s):**

- 1) Recommend the Board approve the following payrolls:
  - a. February 28, 2025: \$300,790.34
  - b. March 14, 2025: \$312,587.20
- 2) Recommend the Board approve the following revised February invoices for payment: **(24-25-108)**
  - a. Regular Bills: \$1,113,683.08 (includes bond payment of \$683,072.25)
- 3) Recommend the Board approve the following March invoices for payment: **(24-25-109)**
  - a. Regular Bills: \$439,158.68
- 4) Recommend the Board approve Line Item Transfers dated January 31, 2025. **(24-25-110)**
- 5) Recommend the Board approve the Treasurer’s Report dated January 31, 2025. **(24-25-111)**
- 6) Recommend the Board approve the Board Secretary’s Report dated January 31, 2025. **(24-25-112)**
- 7) Pursuant to N.J.A.C. 6A:23-2.12(c)4\*, we certify that as of January 31, 2025 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 January 31, 2025 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 request for professional development. **(24-25-113)**
- 9) Recommend the Board approve the attached Cafeteria expenses. **(24-25-114)**
- 10) Recommend the Board approve the attached Student Activity expenses. **(24-25-115)**
- 11) Recommend the Board approve the following 2025-2026 budget/travel resolution:

BE IT RESOLVED that the tentative budget be approved and certified for the 2025-2026 school year using the 2025-2026 state aid figures, in addition to the Pilot Money from Eastampton Township. The Secretary to the Board of Education be authorized to submit the following tentative budget (including the use of all automatic adjustments, if applicable) to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline.

	General Fund	Special Revenues	Debt Service	TOTAL
<b>2025-2026 Total Expenditures</b>	11,091,880	1,583,460	783,858	13,459,198
<b>Less Anticipated Revenues</b>	5,061,019	1,583,460	0	6,644,479
<b>Taxes to be Raised</b>	6,115,861	0	783,858	6,899,719
<b>Pilot Payments</b>	200,000	0	0	200,000
<b>Withdraw From Tuition Reserves</b>	170,000	0	0	170,000

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 29, 2025 at 7:00pm for the purpose of conducting a public hearing on the proposed budget for the 2025-2026 school year.

TRAVEL 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 \$35,000 for all staff and board members.

- 12) Recommend the Board approve the following 2025-2026 Tax Levy Adjustment for Health Care Costs resolution:**

BE IT RESOLVED that the Board of Education approves the use of adjustment for increase in health care costs permitting the tax levy to increase above 2% in the amount of \$18,771. The adjustment will be used to support the rising cost of health benefits for eligible district staff.

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary is authorized to submit the preliminary budget with the inclusion of the health care costs adjustment as noted above.

THEREFORE, BE IT FURTHER RESOLVED, the Board of Education authorizes and acknowledges that included in budget revenue line 100, Local Tax Levy is \$5,913,110, in the form of a health care adjustment in support of the 2025-2026 School Budget.

- 13) Recommend the Board approve the following 2025-2026 resolution for a Tuition Reserve Withdrawal:**

In accordance with Administrative Code 6A: 23A-14.2, included in budget revenue line 640, Budgeted Withdrawal from Tuition Reserve \$170,000 for Out of District Tuition Placements

- 14) Recommend the Board approve the following 2025-2026 PEA resolution:**

THEREFORE, BE IT RESOLVED, the Board of Education calls for a resolution to authorize the submission of the 2025-2026 budget for the New Jersey Department of Education's Division of Early Childhood Services PEA District Enrollment and Planning Workbook and that the Board accepts the approved Preschool Education Aid for fiscal year 2025-2026.

- 15) Recommend the Board authorize the School Business Administrator to use the Competitive Contracting process in the procurement of specialized services for the following services in accordance with 18A:18A-4.1.**

- Behavioral Consultation Services
- Registered Behavior Technician/BCBA
- Occupational Therapy Services
- Custodial Services
- Nursing Services
- Health Insurance Broker
- Waste Management
- Labor Attorney
- Board Solicitor

16) Recommend the Board acknowledge that Transportation Services Bid# 2425ECSCAMDEN cancelled on January 28, 2025 as services were no longer needed. No bids or proposals were received.

17) Recommend the Board approve the following appointment/designation retroactively from March 3, 2025 through June 30, 2025:

**Finance:**

- Superintendent/Principal/Joseph A. Firetto (alternate) as district representatives with authorization to file applications and accept grants for Federal and State funds on behalf of the Board
- Business Administrator/Board Secretary to invest Board of Education funds

18) Recommend the Board approve the professional services agreement with Aline Therapy, Inc. retroactively from March 11 until June 30, 2025 at the rate of \$85.00 an hour for PT and OT services.

19) Recommend the Board approve the submission of the 2025-2026 New Jersey Child Assault Prevention Grant application in the amount of \$6,844.00.

**Roll Call on Action Item(s)**

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

Motion Carries

Motion Fails

**CURRICULUM: (Jamie Smith, Chairperson)**

1) Recommend the Board approve the following field trips:

Date	Students	Destination	Time	Chaperones
6/4/25	1 <sup>st</sup> Grade	Philadelphia Zoo	8:15 am – 2:00 pm	6 staff/14 parents

6/3/25	4 <sup>th</sup> Grade	Liberty Science Center	9:00 am – 2:00 pm	5 staff/30 parents
6/2/25	7 <sup>th</sup> Grade	Eastern State Penitentiary	9:00 am – 2:00 pm	8 staff/7 parents
6/10/25	3 <sup>rd</sup> Grade	Adventure Aquarium, Camden	9:00 am – 2:00 pm	7 staff/14 parents
6/13/25	5 <sup>th</sup> Grade	The Franklin Institute	9:00 am – 2:00 pm	6 staff/20 parents
6/6/25	6 <sup>th</sup> Grade	The Academy of Natural Sciences of Drexel University, Philadelphia	9:00 am – 2:00 pm	9 staff/3 parents
5/28/25	3 <sup>rd</sup> -8 <sup>th</sup> Special Education	Laurel Lanes (Splitz) Bowling	9:30 am – 1:30 pm	7 staff/1 parent

- 2) Recommend the Board retroactively approve homebound instruction for student #11987 beginning February 24, 2025 pending an out-of-district placement. Walsh Legacy will be providing ten hours of home instruction weekly.

**Roll Call on Action Item(s)**

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

- Motion Carries  
 Motion Fails

**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)).

**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	X	

- Motion Carries  
 Motion Fails

Respectfully submitted,

Joseph A. Firetto  
School Business Administrator/Board Secretary