

# EASTAMPTON TOWNSHIP BOARD OF EDUCATION

## Regular Meeting

Tuesday, October 14, 2025

1. **REGULAR MEETING CALLED TO ORDER BY BOARD PRESIDENT (6:00 P.M.)**

2. **FLAG SALUTE**

3. **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 M. Kane, Superintendent of Schools
- Joseph A. Firetto, Business Administrator/Board Secretary

4. **FIRE EXITS**

5. **ETHICS PRESENTATION – NJSBA Representative Justin Wright**

Presentation (25-26-30a)

Receipt of Acknowledgement for Board Members (25-26-30b)

6. **PUBLIC PARTICIPATION (AGENDA ITEMS ONLY)**

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.

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.

**7. APPROVAL OF MINUTES: (25-26-30)**

September 9, 2025 (Executive and Regular Sessions)

**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
Walter Maluchnik			X				
Stephanie McHugh			X				
Jamie Smith		X	X				

- Motion Carries
- Motion Fails

**8. PRESENTATIONS:**

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

- Kindergarten – Acetyn Toyco
- 1<sup>st</sup> Grade – McKenna Littleford
- 2<sup>nd</sup> Grade – Emily Lopez
- 3<sup>rd</sup> Grade – Olivia Tyndall
- 4<sup>th</sup> Grade – Scarlett Havens
- 5<sup>th</sup> Grade – Mia Olmeda
- 6<sup>th</sup> Grade – Daniel Baitzel
- 7<sup>th</sup> Grade – Nicholas Wallace
- 8<sup>th</sup> Grade – Arianna Richardson

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

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

- 1) Department Reports
- 2) Bus Drills for Bus #EM1, EM2, EM3, EM4, EM5, EM-Preschool, MD-1/CST, MD-1/CSTPK, and Zoom School Transport Route #F2014 (two runs) were held on September 18, 2025 from 8:13 am – 9:15 am. Mr. Leibowitz was present while the bus drivers conducted the drills.
- 3) Attendance CAP (25-26-31)
- 4) HIB Report dated October 8, 2025. (25-26-32)
- 5) District HIB School Self Assessment Report (25-26-33)

- 6) Liaison Reports
  - 9/22/25 – Student Drive speeding inquiry
  - Possible reintroduction of K9 program

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

- 1) Recommend the Board approve the district Attendance CAP as presented.
- 2) Recommend the Board approve the Memorandum of Agreement (MOA) by and between the Eastampton Police Department, the County Prosecutor’s Office, and the Eastampton Township Board of Education on file in the superintendent’s office.
- 3) Recommend the Board approve the District HIB School Self Assessment Report as presented.
- 4) Recommend the Board approve the District School Safety and Security Plan for 2025-2026.

**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
Walter Maluchnik			X				
Stephanie McHugh			X				
Jamie Smith			X				

- Motion Carries
- Motion Fails

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

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

- 1) Recommend the Board approve the district’s manual of job descriptions (on file).
- 2) Recommend the Board accept the resignation of Kelly Cox, district Treasurer, effective January 1, 2026.
- 3) Recommend the Board approve annual stipends in the amount of \$2,500 each retroactive to July 1, 2025 for additional duties for the following employees. These stipends are conditional with the shared services agreement for the School Business Administrator:

Karen Hozier  
Cheryl Rogers

- 4) Recommend the Board approve the following people as members of the district QSAC Committee for the 2025-2026 school year:

Chief School Administrator – Lianne M. Kane, Superintendent/Principal  
District Administrative Staff Member – Brian Leibowitz, Assistant Principal  
District Teacher – Michael Shoukry  
School Business Administrator – Joseph A. Firetto  
Curriculum and Instruction Representative – Nicole McGann, Curriculum Supervisor  
Local Collective Bargaining Representative – Audrey Sutherland, ETEA Co-President  
District Board of Education Member – Kerry Douglas, Eastampton BOE President

- 5) Recommend the Board approve the following individuals as district substitute teachers effective October 15, 2025, pending completion of paperwork:

Brent Francisco  
Shaffaf Tariq  
Dante Evans  
Jessica Masella  
Eleanor Mathews  
Jennifer Cooper

- 6) Recommend the Board retroactively approve the following staff member as after-school tutor for the 2025-2026 school year with a stipend at the negotiated rate. There will be no cost to the district. Title I funds will be used to pay the stipend.

Corinne Katrina

- 7) Recommend the Board approve the following staff member to serve on the School Culture and Climate Team for the 2025-2026 school year:

Carol Guzman

- 8) Recommend the Board rescind the approval of teacher, Jacqueline Smith, as a Co-Advisor of the Knight Vision Club for the 2025-2026 school year due to her unavailability.

- 9) Recommend the Board amend the approval of teacher, Michael Shoukry, from Co-Advisor to Advisor of the Knight Vision Club for the 2025-2026 school year.

- 10) Recommend the Board retroactively approve student nurse, Jillian Foster, to observe our nursing office for a total of ten hours for her practicum during the month of September 2025.

- 11) Recommend the Board approve Hailey Connell as a Volunteer Boys Basketball Coach for the 2025-2026 basketball season.

- 12) Recommend the Board accept the resignation of Brian Barker, Director of Buildings, Grounds, and Operations, effective at the approximate date of November 27, 2025.

- 13) Recommend the Board approve the employment of Tiffany Williams as a substitute recess aide effective October 15, 2025 at an hourly rate of \$15.49, pending completion of paperwork.

- 14) Recommend the Board approve a twelve-month contract of employment for SY 2025-2026 for Jesse Dilbeck as Director of Buildings, Grounds, and Operations with an annual salary of \$85,000.00, prorated from the tentative start date of November 1, 2025, pending completion of paperwork.

**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
Walter Maluchnik	X		X				
Stephanie McHugh			X				
Jamie Smith		X	X				

Motion Carries

Motion Fails

**11. FINANCE: (Stephanie McHugh, Chairperson)**

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

- 1) Budget Preparations & Tentative Calendar for 2025-2026 Budget (25-26-34)
- 2) RFP – Legal Services due 11/10/2025

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

- 1) Recommend the Board approve the following payrolls:
  - a. September 15, 2025 - \$299,081.84
  - b. September 30, 2025 - \$294,868.97
- 2) Recommend the Board approve the following revised September invoices for payment: (25-26-35)
  - a. Regular Bills: \$148,397.23
- 3) Recommend the Board approve the following October invoices for payment: (25-26-36)
  - a. Regular Bills: \$443,340.74
- 4) Recommend the Board approve Line Item Transfers dated September 30, 2025 (25-26-37)
- 5) Recommend the Board approve the Treasurer’s Report dated July 31, 2025 (25-26-38)
- 6) Recommend the Board approve the Board Secretary’s Report dated July 31, 2025 (25-26-39)
- 7) Pursuant to N.J.A.C. 6A:23-2.12(c)4\*, we certify that as of July 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 July 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 Cafeteria expense. **(25-26-40)**
- 9) Recommend the Board approve the attached Student Activity expenses. **(25-26-41)**
- 10) Recommend the Board approve the attached request for professional development. **(25-26-42)**
- 11) Recommend the Board approve the following 2025-2026 Out-of-District placements:

<b>Placement</b>	<b>Student(s) ID #</b>	<b>Tuition</b>	<b>1:1 Aide</b>	<b>1:1 Nurse (estimated)</b>	<b>OOB Fee</b>
BCSSSD	JM	\$47,480.00			
BCSSSD	DA	\$61,959.00	\$50,240.00		

- 12) Recommend the Board approve the following out-of-district transportation agreement with the Monmouth Ocean Educational Services Commission as per exhibit. **(25-26-43)**
- 13) Recommend the Board approve the following vendors to be included on the Approved Vendors List for EBOE effective 10.14.2025.
  - Allied Fire & Safety Equipment Co., Inc. – Fire Inspections
  - Liberty Lake – 8th Grade Field Trip
- 14) Recommend the Board approve the attached revised three year Comprehensive Maintenance Form and Form M-1.
- 15) Recommend the Board approve the amended agreement with ESS Support Services, LLC. This will include the new position of “Transportation Aide” effective retroactively to September 1, 2025.
- 16) Recommend the Board re-approve the EBOE Guide for Standard Operating Procedures and Internal Controls, on file in the Business Office. No changes have been made except for the name of the School Business Administrator.
- 17) Recommend the Board accept an anonymous donation of \$400.00 to be utilized for the Student Honor Society Program.
- 18) Recommend the Board confirm and approve the application for the FOCUS Grant in the amount of \$2,410 to be put toward curriculum supplies.

**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	X				
Edward Hill							X
Walter Maluchnik			X				
Stephanie McHugh	X		X				
Jamie Smith			X				

- Motion Carries
- Motion Fails

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

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

- 1) NJSLA Standardized Test Results and WIDA ACCESS Testing Results Presentation (25-26-43a)

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

- 1) Recommend the Board approve the Eastampton District Professional Development Plan (PDP) and Mentoring Plan Statement of Assurance for 2025-2026 which is on file in the Superintendent’s office.

**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
Walter Maluchnik			X				
Stephanie McHugh			X				
Jamie Smith			X				

- Motion Carries
- Motion Fails

**13. POLICY: (Kerry Douglas, Chairperson)**

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

- 1) Recommend the following policies for review (sent via email):

- P & R 5200                      Attendance (M)
- P & R 5530                      Substance Abuse (M)

**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
Walter Maluchnik		X	X				
Stephanie McHugh			X				
Jamie Smith			X				

- Motion Carries  
 Motion Fails

**14. BUILDINGS AND GROUNDS: (Walter Maluchnik, Chairperson)**

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

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

1	Westampton Recreation	Youth Futsal League Games (Soccer)	Sundays – Jan 11, 18, 25; Feb 1, 8, 15, 22 Mar 1 (if needed)	8:00 am – 6:00 pm	MS Gym
2	Eastampton PTA	<i>HousePaws</i> Vets in Training After-School Program for 1 <sup>st</sup> -5 <sup>th</sup> Graders	Mondays – Oct 20, 27; Nov 3, 10, 17; Dec 1 Tuesdays – Oct 22, 29; Nov 5, 1, 19; Dec 3	3:00 – 4:00 pm	Room 502

**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
Walter Maluchnik	X		X				
Stephanie McHugh		X	X				
Jamie Smith			X				

- Motion Carries  
 Motion Fails

**15. 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.

Mr. Graham- Microphone system for board meetings would be helpful.  
F/R population numbers

**16. ADJOURNMENT:**

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

Motion Carries  
 Motion Fails

Respectfully submitted,

*Joseph A. Firetto*

Joseph A. Firetto  
School Business Administrator/Board Secretary