

WESTAMPTON TOWNSHIP BOARD OF EDUCATION

REORGANIZATION MEETING

**January 3, 2019
7:00 P.M.**

AGENDA

1. Call to Order by the Board of Education Secretary: Tracy McGuire, Board Secretary

This meeting has been properly advertised in compliance with the requirements of the Sunshine Law.

2. Moment of Silence/Pledge of Allegiance: Tracy McGuire, Board Secretary

3. Board Member: Reorganization Tracy McGuire, Board Secretary

3. A. Administration of Oath of Office to Board Members:

3. A. 1. Administration of Oath of Office to Board Members to be sworn in: Three Year Term

Board Members Elect:
Suzanne Applegate
Alan Hynes
Malcolm Whitley

3. B. Election of School Board President: Tracy McGuire, Board Secretary

3. C. Election of School Board Vice-President: Tracy McGuire, Board Secretary

4. Roll Call: Tracy McGuire, Board Secretary

5. Welcome Visitors: Board President

6. Approval of Minutes:* Regular Meeting: December 10, 2018

7. Executive Session:

RESOLUTION:

THEREFORE BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT this Board of Education, enter into executive session for discussion of personnel, student issues, as well as other matters which require attorney/client privilege. The outcome of such discussions will be made public at the appropriate time. No action will be taken.

8. Public Comment on Agenda Items Only:

It is anticipated that before addressing the Board, individuals have given the appropriate school district staff an opportunity to address all issues and questions. (Questions and/or comments should be directed to the Board President and/or Superintendent. The total time allotted for public comment is 15 minutes. Each speaker is limited to 3 minutes of comment time. In an effort to ensure that each speaker is given the full 3 minutes of comment time, please complete your statement and/or ask all questions then indicate that you are done.)

9. District Department Reports:

Westampton Middle School Report:
H.I.B. Report:*
WIS School Report:
Holly Hills School Report:
Special Services Report:
Superintendent’s Report:
Facilities Report:

Matthew Andris, Principal
Matthew Andris, H.I.B. Coordinator
Rachel Feldman, Principal
Jennifer Murray, Principal/Curriculum Supervisor
Jean Zitter, Supervisor of Special Services
Anthony Petruzzelli, Superintendent
Tracy McGuire, Board Secretary

10. Correspondence: *

Thank you note from Gloria Jenkins in appreciation of the Annual Senior Citizens’ Holiday Dinner.

11. Board of Education Committee Reports:

11. A. Budget/Personnel Committee:

Board President

Committee members will be appointed by the Board of Education President.

11. A. 1. Payment of Bills:

MOTION:

The Budget and Finance Committee calls for a motion to approve payment of the bills as presented.

11. A. 2. Payment of Cafeteria Account Bills:

The Budget and Finance Committee calls for a motion to approve payment of the cafeteria bills as presented.

11. A. 3. Acceptance of Debts:

MOTION:

The Superintendent calls for a motion to accept the debts of the previous Board of Education.

11. A. 4. Approval of Medical Leave: *

MOTION:

The Superintendent calls for a motion to approve medical leave for Stacey Zubrzycki, Westampton Intermediate School teacher, starting January 8, 2019. Her anticipated date of return is January 30, 2019. Mrs. Zubrzycki will be utilizing accrued sick time until her return.

11. A. 5. Approval of Increase in Holly Hills Aide Hours:

MOTION:

The Superintendent calls for a motion to approve Denise Torres as a 7.1 hr./day Administrative Aide at Holly Hills School at a salary of \$22,576 (prorated) to begin January 4, 2019. Mrs. Torres’ salary will be retroactive back to December 17, 2018.

11. A. 6. Approval of Workshop:

MOTION:

The Superintendent calls for a motion to approve Angela Taylor, ESL Teacher to attend a workshop on January 14, 2019. The workshop is – Strategies! Strategies! Strategies! Increase and Accelerate Your ELL Students’ Learning and Success in School (Grades K-6). This workshop is to be paid for by Title III funds.

11. A. 7. Approval of Night Custodian to Day Custodian:

MOTION:

The Superintendent calls for a motion to approve Valerie Pratt from night time custodian to day time custodian at the Westampton Middle School beginning approximately January 10, 2019.

11. A. 8. Approval of Night Time Custodian:*

MOTION:

The Superintendent calls for a motion to approve Alex Kalbach as night time custodian at the Westampton Middle School starting approximately January 10, 2019, pending fingerprint archiving. Mr. Kalbach’s starting salary will be Step 1 with Black Seal \$36,916.00.

11. A. 9. Approval of Increase in WMS Aide Hours:

MOTION:

The Superintendent calls for a motion to approve Shelby Burd from a 2 hr./day Administrative Aide to a 3.5 hr./day Administrative Aide at Westampton Middle School School at a salary of \$11,125.00 (prorated) to begin January 2, 2019.

11. A. 10. Approval of Westampton Middle School Guidance Counselor:*

MOTION:

The Superintendent calls for a motion to approve Matthew Doyle as WMS Guidance Counselor upon release from his current position. Mr. Doyle’s salary will be \$59,893.00 (prorated), Step 3 MA + 15.

11. A. 11. Approval of Part Time Technician:*

MOTION:

The Superintendent calls for a motion to recommend Oquzhan Demir as part-time technician at a salary of \$22,400.00 yearly pending criminal background clearance, prorated for the remainder of the year. This position will report to the Network Administrator.

11. A. 12. Approval of Student Teachers:

MOTION:

The Superintendent calls for a motion to approve the following student teachers:

Nichole Snyder as a K-12 School Counselor Candidate. Ms. Snyder will be working with Mrs. Carmichael beginning January 22, 2019 and end on May 19, 2019 with a minimum of 70 hours. Ms. Snyder is a student at Rowan University.
Brianna Cepparulo to work with Mrs. Galvis Wednesdays and Fridays beginning January 22, 2019 and ending May 3, 2019. Ms. Cepparulo is a student from Rowan University fulfilling her Clinical Practice hours.

Denise Sciarra to work with Mrs. Eckert Wednesdays and Fridays beginning January 22, 2019 and ending May 3, 2019. Ms. Sciarra is a student from Rowan University fulfilling her Clinical Practice hours.

11. B. Curriculum/Technology/Student Activities/Community Committee: Board President
 Committee members will be appointed by the Board of Education President.

11. C. Legislative/Policy Committee: Board President
 Committee members will be appointed by the Board of Education President.

11. C. 1. Adoption of Bylaws, Policy and Regulations:

MOTION:

The Superintendent calls for a motion to adopt the Policy and Regulations of the previous Board of Education.

12. A. Information Items: None at this time.

12. B. Enrollment Report: None at this time

12. C. Fire/Security/Bus Drills:

School	Drill	Date	Zone/Time
Holly Hills Elementary	Evac. Drill	12/3/2018	79 secs.
Holly Hills Elementary	Fire Drill	12/14/2018	Zone 1/96 secs.
Westampton Middle	Fire Drill	12/3/2018	Zone 8/5 mins.
Westampton Middle	Lock Down Drill	12/20/2018	15 mins.

12. D. Suspensions:* December 2018

12. E. Reports: None at this time

12. F. Miscellaneous Action Items:

12. F. 1. Approval of Facilities Use Calendar WMS and HHS:*

MOTION:

The Superintendent calls for a motion to approve the Facilities Use Calendars at the Holly Hills and Westampton Middle Schools.

12. F. 2. Approval of Board of Education Meetings Dates:

MOTION:

The Superintendent calls for a motion to approve the following Board of Education Meeting Dates:

2019 BOE MEETING DATES	
February 11, 2019	August 12, 2019
March 11, 2019	September 9, 2019
April 15, 2019	October 16, 2019
May 13, 2019	November 11, 2019
June 10, 2019	December 9, 2019
June 24, 2019	January 6, 2020 (Tentative Reorganization)

12. F. 3. Resolution #14-18 Approval of Uniform State Memorandum of Agreement between Education and Local Law Enforcement:

RESOLUTION:

THEREFORE BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT pursuant to N.J.A.C. 6A 16-6.2(b) 13-14, that the 2017-2018 Uniform State Memorandum of Agreement between Westampton Township Public Schools and the Westampton Township Police Department, be continued for the 2018-2019 school year. Please note this MOA also includes the MOU – Security Camera Access Addendum.

13. Reports of the School Business Administrator and Board Secretary:

13. A. Information Items: None at this time.

13. B. Monthly Attendance Report:* December 2018

13. C. Cafeteria Report: * November 2018

13. C. 1. Building Inspection Reports: None at this time.

13. D. Action Items:

13. D. 1. Resolution #13-18: Monthly Reports of Board Secretary and Treasurer:*

Included in the packet are the Secretary’s and Treasurer’s Reports which are in agreement as of November 2018.

RESOLUTION #13-18: Accepting Reports of Secretary/Treasurer:

THEREFORE BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT pursuant to N.J.A.C. 6:20-2.12(e) that to the best of knowledge of the members of the Board of Education that no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2.12(b) and that it appears that sufficient funds are available, subject to funding by the State and Federal Governments, to meet the District’s financial obligations for the remainder of the fiscal year as of November 2018.

13. D. 2. Mileage Reimbursement:***MOTION:**

The School Business Administrator and Board Secretary call for a motion to approve mileage reimbursement consistent with employment contracts and Board Policy for the months of January/February 2019.

13. D. 3. Approval of Special Education Tuition Contract: ***MOTION:**

The School Business Administrator and Board Secretary called for a motion to approve a special education tuition contract agreement for the 2018-2019 school year for student #1612981543 with the Burlington County Special Services School District (receiving district) with tuition of \$44,586.00 commencing September 5, 2018.

13. D. 4. Approval of Special Education Tuition Contracts: ***MOTION:**

The School Business Administrator and Board Secretary called for a motion to approve special education tuition contract agreements for the 2018-2019 school year for student #5412385604 and student #1763479054 with the Burlington County Special Services School District (receiving district) with tuition of \$48,747.00 for each student commencing September 5, 2018.

13. D. 5. Approval of Special Education Tuition Contract: ***MOTION:**

The School Business Administrator and Board Secretary called for a motion to approve a special education tuition contract agreement for the 2018-2019 school year for student #7891675754 with the Burlington County Special Services School District (receiving district) with tuition of \$39,243.00 commencing September 5, 2018.

13. D. 6. Approval of Special Education Tuition Contract: ***MOTION:**

The School Business Administrator and Board Secretary called for a motion to approve a special education tuition contract agreement for the 2018-2019 school year for student #7469246779 with the Burlington County Special Services School District (receiving district) with tuition of \$42,802.00 commencing September 5, 2018.

13. D. 7. Approval of Special Education Tuition Contract for Out of District Student Placement: ***MOTION:**

The School Business Administrator and Board Secretary call for a motion to approve a special education tuition contract with the Mount Holly Township Board of Education (receiving district) for the 2018-2019 school year for student #3875862910 with a tuition of \$28,000.00 commencing September 6, 2018.

13. D. 8. Resolution #15-18 Approval of the Public Agency Compliance Officer:**RESOLUTION #15-18:**

THEREFORE BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT this Board of Education approve Anthony Petruzzelli, Superintendent of Schools as the Public Agency Compliance Officer (PACO). The PACO will be the point of contact for all matters concerning implementation and administration of the legal requirements of the Equal Employment Opportunity Mentoring Program.

13. D. 9. Designation of School Safety Specialist:

MOTION:

The School Business Administrator and Board Secretary call for a motion to approve the designation of Dr. Rachel Feldman as the School Safety Specialist for the Westampton Township School District pursuant to P.L. 2017 c. 162.

14. Unfinished Business:

None at this time.

15. New Business:

15. A. 1. Approval of Substitute Teachers/Support Staff/Custodians:*

16. Public Comment on Non-Agenda Items Only:

It is anticipated that before addressing the Board, individuals have given the appropriate School district staff an opportunity to address all issues and questions. (Questions and/or comments should be directed to the Board President and/or the Superintendent. The total allotted for public comment is 15 minutes. Each speaker is limited to 3 minutes of comment time. In an effort to ensure that each speaker is given the full 3 minutes of comment time, please complete your statement and/or ask all questions then indicate that you are done.)

17. Board President's Report:

Board President

18. Executive Session Resolution:

RESOLUTION:

THEREFORE BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT this Board of Education, enter into executive session for discussion of personnel, student issues, as well as other matters which require attorney/client privilege. The outcome of such discussions will be made public at the appropriate time.

19. Adjournment:

MOTION:

There being no other business to come before the Board, The Board of Education President calls for a motion to adjourn the meeting.

**TOWNSHIP OF WESTAMPTON
BOARD OF EDUCATION
RESOLUTION 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 Westampton 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 Governing Body will reconvene;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Westampton Township School District will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

(Check applicable reason)

_____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);

_____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 Westampton Township Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board of Education Attorney advises the Westampton Township Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the Township or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Westampton 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.

I, Tracy L. McGuire, Board Secretary, do hereby certify the above to be a true and correct copy of a resolution adopted by the Westampton Township Board of Education at their meeting held on January 3, 2019 at the Westampton Middle School, 700 Rancocas Road, Westampton, New Jersey.

Tracy L. McGuire, Board Secretary