

WESTAMPTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

December 10, 2018

7 PM

AGENDA

1. Call to Order by the Board of Education President: Justin Wright

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

2. Moment of Silence/Pledge of Allegiance: Justin Wright

3. Roll Call: Tracy McGuire, Board Secretary

4. Welcome Visitors: Justin Wright

5. Approval of Minutes: * Regular Meeting: November 12, 2018

6. Presentations: None

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. District Department Reports:

Westampton Middle School Report:	Matthew Andris, Principal
H.I.B. Report: *	Matthew Andris, H.I.B. Coordinator
Holly Hills School Report:	Jennifer Murray, Principal/Curriculum Supervisor
Westampton Intermediate School Report:	Rachel Feldman, Principal
Special Services Report:	Jean Zitter, Supervisor of Special Services
Superintendent's Report:	Anthony Petruzzelli, Superintendent
Facilities Report:	Tracy McGuire, Board Secretary

9. 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.)

10. Correspondence: None at this time

11. Board of Education Committee Reports:

11. A. Budget/Personnel Committee:

Members: Justin Wright, Gil Gehin-Scott, and Jennifer Dinardo

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: *

MOTION:

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

11. A. 3. Approval of Retirement of WMS Guidance Counselor:*

MOTION:

The Superintendent calls for a motion to approve, with regret, the retirement letter of Maureen Malecki, WMS guidance counselor. Ms. Malecki’s date of retirement will be January 1, 2019.

11. A. 4. Approval of Resignation of WMS Custodian: *

MOTION:

The Superintendent calls for a motion to accept, with regret, the resignation of Bruce Stranahan, WMS custodian effective December 17, 2018.

11. A. 5. Approval of Homebound Instruction:

MOTION:

The Superintendent calls for a motion to approve, Jessica Szalma and/or Alicia Hellmann, Holly Hills Teachers, to do homebound instruction for student # 8894286455 beginning the week of November 12, 2018 at a rate of \$40.61/hour. It is required that she be provided 10 hours a week for each week she is placed on homebound instruction.

11. A. 6. Approval of Extra-Curricular Advisors:

MOTION:

The Superintendent calls for a motion to approve the following Westampton Middle School extra-curricular advisors:

Activity	Teacher	Stipend	
Art Club	Mrs. Lauren Greeby	\$1,130.00 “C”	To be paid out of Title IV funds
STEM	Ms. Toni D’Amato	\$1,130.00 “C”	To be paid out of Title IV funds
Board Games	Mrs. Tiffany Coston	\$1,130.00 “C”	To be paid out of Title IV funds
Newspaper Club	Mr. Michael Leone	\$2,265.00 “B”	

11. A. 7. Approval of Retirement of HHS Classroom Aide:*

MOTION:

The Superintendent calls for a motion to approve, with regret, the retirement letter of Heide Corrington, HHS Classroom Aide. Mrs. Corrington’s date of retirement will be June 30, 2019.

11. A. 8. Approval of Retirement of the Secretary to the Director of Curriculum and Instruction:*

MOTION:

The Superintendent calls for a motion to approve, with regret, the retirement letter of Barbara Gallagher, Secretary to the Director of Curriculum and Instruction. Mrs. Gallagher’s date of retirement will be June 30, 2019.

11. A. 9. Approval of After School Tutoring Hours:

MOTION:

The Superintendent calls for a motion to increase the hours for the After School Tutoring Program. Teachers at Holly Hills and Westampton Intermediate Schools were approved for 1.5 hours a week. The new hours will be 2.5 hours a week.

11. A. 10. Approval of After School Tutoring Staff Members:

MOTION:

The Superintendent calls for a motion to approve the following staff member as a Substitute for the After School Tutoring Program at the contract rate of \$40.61/hr. Staff member will be paid through Title Funds.

Substitute Staff Members	Heather Colling Cathy MacManiman Maureen Collins Jeanine Kressley
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11. A. 11 Approval of 2018-2019 District Goals:

MOTION:

The Superintendent calls for a motion to approve the 2018-2019 Westampton Public School District Goals:

The Westampton Board of Education recognizes that specific goal setting is critical to meeting the overall goal of creating an environment where every student can meet his or her academic potential while growing as an individual and reaching to be their best. To that end, we will focus on progress on the following long term goals for the 2018-2019 school year:

1 – To create the best programs for all of our students, we will analyze our current practices for identifying students in need of pre-referral interventions and gifted programs, develop methods to analyze the effectiveness of those interventions and programs, and develop a needs inventory for creating effective programs to support all student needs to guide the distribution of resources in future budgets.

2 – To create classroom environments for students to excel, we will analyze our current methods of providing for the professional development of our certified staff. We will develop a needs inventory for creating a workplace environment that encourages, supports, and expects the

continued growth of our professional staff. This inventory will guide the distribution of resources in future budgets.

3 – To foster a sense of teamwork and enhance pride throughout the Westampton Township community, we will engage in new outreach programs that communicate school information, invite the general public to school sponsored events, look for ways to bring the school mission into the community at large, work with other community services, and engage local businesses to be part of the effort to help Westampton students excel.

4 – To create a proactive school system that is prepared for future changes, we will create long term plans for potential shifts in student population that would impact facilities, class sizes, technology, security, and other aspects of the educational program.

11. B. Curriculum/Community Committee:

Members: Rayna Denneler, Christopher Hamilton, and Vanessa Nichols

11. B. 1. Approval of Participation in SEMI for 2018-2019:

MOTION:

The Superintendent calls for a motion that authorizes the participation in the Special Education Medicaid Initiative (SEMI) for 2018-2019. The SEMI program is under the auspices of the New Jersey Department of the Treasury through its collaboration with the New Jersey Department of Education and New Jersey Division of Medicaid Assistance and Health Services.

11. B. 2. Annual Approval of Teacher and Education Specialist Evaluation Models:

MOTION:

The Superintendent calls for a motion to approve the Stronge and Associates Teacher and Educational Specialist Effectiveness Performance Evaluation Systems as per the ACHIEVE NJ mandate for the 2018-2019 school year.

11. B. 3. Annual Approval of Principal and Supervisor Evaluation Models:

MOTION:

The Superintendent calls for a motion to approve the Stronge and Associates Principal and Educational Specialist Effectiveness Performance Evaluation System as per the ACHIEVE NJ mandate as well as participation in the New Jersey Department of Education Principal Evaluation Pilot Program for the 2018-2019 school year.

11. C. Legislative/Policy Committee:

Members: Ryan Fagan, Suzanne Applegate, and Malcolm Whitley

11. C. 1. Adoption of Bylaws, Policy and Regulations: None at this time.

11. C. 2. Submission of NJQSAC 2018-2019 DPR:

MOTION:

The Superintendent calls for a motion to upload the completed self-assessment NJQSAC 2018-2019 District Performance Review (DPR) for review by the State of New Jersey.

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

12. B. Enrollment Report: * November 2018

12. C. Fire/Security/Bus Drills:

School	Drill	Date	Zone/Time
Holly Hills Elementary	Lock Down	11/14/2018	100 secs.
Holly Hills Elementary	Fire Drill	11/29/2018	94 secs.
WMS/WIS	Fire Drill	11/7/2018	6 mins.
WMS/WIS	Lock Down	11/14/2018	8 mins.

12. D. Suspensions: November 2018

12. E. Reports: None at this time

12. F. Miscellaneous Action Items:

12. F. 1. Resolution #11-18: Approval of the 2018-2019 Nursing Services Plan:*

MOTION:

The Superintendent calls for a motion approving the 2018-2019 Nursing Services Plan., effective from September 1, 2018 through June 30, 2019. The 2018-2019 Nursing Services Plan has been updated to include a summary of the specific medical needs of individual students and the nursing services required to address those needs and a description of how nursing services will be provided in emergency situations.

12. F. 2. 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.

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

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

13. B. Monthly Attendance Report: * November 2018

13. C. Cafeteria Report: * October 2018

13. C. 1. Building Inspection Reports: *

Building	Date	Signatures
Holly Hills Elementary School	November 26, 2018	Jennifer Murray/Jason Tuttas
Westampton Middle School	November 26, 2018	Matthew Andris/Jason Tuttas

13. D. Action Items:

13. D. 1. Resolution #12-18: 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 October 2018.

RESOLUTION #12-18: 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 October 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 December 2018/January 2019.

13. D. 3. Approval of a Tuition Contract: ***MOTION:**

The School Business Administrator and Board Secretary call for a motion to approve a tuition contract agreement for the 2018-2019 school year for displaced student #6295 with the Eastampton Township Board of Education (sending district) with tuition of \$10,500.00 (58.33 per diem) commencing November 26, 2018.

13. D. 4. Approval of Student Placement Agreements: ***MOTION:**

The School Business Administrator and Board Secretary call for a motion to approve the placement in Hampton Academy, an approved private school for students with disabilities (receiving district) for the 2018-2019 school year commencing November 19, 2018 for students #9551203078 and #8370070945 with a tuition of \$51,024.60 (283.47 per diem) each.

14. Unfinished Business:

None at this time.

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

The Superintendent calls for a motion to approve Substitute Teachers/Support Staff/Custodians, for the 2018-2019 School Year.

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: Justin Wright

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. Open Session:

MOTION:

The Board of Education President calls for a motion that this Board of Education, Westampton Township Public Schools return to open session.

20. 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 November 12, 2018 at the Westampton Middle School, 700 Rancocas Road, Westampton, New Jersey.

Tracy L. McGuire, Board Secretary