

WESTAMPTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

**February 10, 2020
7:00 P.M.**

AGENDA

1. Call to Order by the Board of Education President: Christopher Hamilton

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

2. Moment of Silence/Pledge of Allegiance: Christopher Hamilton

3. Roll Call: Karen Greer, Board Secretary

4. Welcome Visitors: Christopher Hamilton

5. Approval of Minutes: * Reorganization Meeting: January 6, 2020

6. Presentations: None at this time.

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:	Yashanta Holloway-Taluy, Principal
H.I.B. Report:	Anthony Browning, H.I.B. Coordinator
WIS School Report:	Rachel Feldman, Principal
Holly Hills School Report:	Jennifer Murray, Principal/Curriculum Supervisor
Special Services Report:	Jean Zitter, Supervisor of Special Services
Superintendent’s Report:	Anthony Petruzzelli, Superintendent
Facilities Report:	Karen Greer, Board Secretary

10. Correspondence: None at this time.

11. Board of Education Committee Reports:

11. A. Budget/Personnel Committee:

Members: Jennifer Dinardo, Ryan Fagan, Justin Wright

Budget Calendar: Decisions with Admin about Budget Dec-Feb
Budget Numbers Due March 2nd
Budgets Due County office March 20th
Public Hearing May 4th

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 Substitute Teachers/Support Staff/Custodians: *

MOTION:

The Superintendent calls for a motion to approve Substitute Teachers/Support Staff/Custodians, for the 2019-2020 School Year.

11. A. 4. Approval of Salary Index Adjustment:

MOTION:

The Superintendent calls for a motion to approve a salary index adjustment for Gina Everett who has completed her Master's Degree. Mrs. Everett's new salary will be \$59,059- Step 2, MA (retroactive to February 1, 2020).

11. A. 5. Approval to Rescind Employment Status:

MOTION:

The Superintendent calls for a motion to rescind the Board of Education approved employment status between Westampton Township Public Schools and employee ID# 84064599, whose name is on file in the Board of Education office, effective February 15, 2020.

11. A. 6. Approval of WMS Baseball Coach:

MOTION:

The Superintendent calls for a motion to approve Ryan Schaefer as the WMS baseball coach for the 2019-2020 school year. This is a group "B" stipend, \$2,265 (34.87/hr.) with a minimum of 65 hours required.

11. A. 7. Approval of WMS Softball Coach: *

MOTION:

The Superintendent calls for a motion to approve Erin Wirzburger as the WMS softball coach for the 2019-2020 school year, pending substitute certification and background check. This is a group "B" stipend, \$2,265 (34.87/hr.) with a minimum of 65 hours required. Mrs. Wirzburger is a parent in the district and currently serves as the Westampton PTO Treasurer.

11. A. 8. Approval of Math and Literacy Night Staff Members:

MOTION:

The Superintendent calls for a motion to approve the following staff members as Math and Literacy Night Instructors for a total of 3 - 5 hours for preparation and presentation at the contract rate of \$40.61/hr. Staff members will be paid through Title Funds.

School/Hours	Instructors
HHS - 3 hrs	Melissa Champion Kristen Niemiec
HHS - 4 hrs	Dana Schultz
HHS - 5 hrs	Megan Jedwabny Katie Hansel Tina Eckert Christina Pancheri Heather Colling Jacy Yotsko Jessica Galvis Danielle Dotsey-Ramirez Jeannine Kressley Donna Yoerke Cathy Macmaniman Beatriz Kelsey
WIS - 5 hrs	Melissa Albanese Jessica Iacovitti Kathy Kish Jennifer Dennis Stacey Zubrzycki Teresa Fircak Kristen Wallace Michelle Borgesi

11. A. 9. Approval of Retirement of HHS Aide: *

MOTION:

The Superintendent calls for a motion to approve, with regret, the retirement letter of Mercina Taggart, HHS Aide. Mrs. Taggart’s date of retirement will be July 1, 2020.

11. A. 10. Approval of WMS Homework Club Advisors:

MOTION:

The Superintendent calls for a motion to approve the following staff members as Homework Club Advisors for the 2019-2020 school year.

Club/Activity	Stipend	Teacher
Homework Club	Group C Activity- \$1,130 (\$32.87/hr.)	Cris Finn Jen Perry Carrie Cianfrone Deidre Adams Barb Carty

11. A. 11. Approval of Homebound Instruction:

MOTION:

The Superintendent calls for a motion to approve, Erin Dennison and LisaAnne Priest, to do homebound instruction for student # 8894286455 beginning the week of January 11, 2020 through March 11, 2020 at a rate of \$40.61/hour. It is required that the student be provided 10 hours a week for each week the student is placed on homebound instruction.

11. A. 12. Approval of Holly Hills Elementary School 1:1 Aide:*

MOTION:

The Superintendent calls for a motion to approve Sherri Coleman as a Holly Hills 1:1 aide for student ID# 5543691156 from 2/18/20 through 6/19/20 at a salary of \$23,277 (prorated) Step 1, per contract.

11. A. 13. Approval of Holly Hills Elementary School Classroom Aide:*

MOTION:

The Superintendent calls for a motion to approve Mallory Reburn as a Holly Hills classroom aide for the preschool disabled classroom from 2/18/20 through 6/19/20 at a salary of \$23,277 (prorated) Step 1, per contract.

11. B. Curriculum/Community Committee:

Members: Rayna Denneler, Christopher Hamilton, Vanessa Nichols

11. B. 1. Approval of WMS Field Trips:

MOTION:

The Superintendent calls for a motion to approve the following WMS field trips for the 2019-2020 school year.

Grade	Field Trip	Date	Maximum Cost
6 th Grade Students	Renaissance Faire- Liberty Lakes, Columbus, NJ	May 28, 2020	\$11.00/student pd. by parents
Select 7 th /8 th Grade Students	Holy Cross Preparatory Academy Annual Mathematics Competition- Holy Cross High School, Delran, NJ	March 24, 2020	\$22.00/student pd. by parents
8 th Grade Band Students	RVRHS PAC Center- Opportunity to play side by side with RV's band.	March 18, 2020	No cost
6 th -8 th Grade Stem Club Students	NJ TSA Middle School State Conference, TSA Competition- The College of New Jersey	April 22, 2020	\$29.00/ student Pd. by parents

11. B. 2. Approval of Substitute Teacher Incentive Program:*

MOTION:

The Superintendent calls for a motion to approve the implementation of the new Substitute Teacher Incentive Program.

11. C. Legislative/Policy Committee:

Members: Suzanne Applegate, Alan Hynes, Malcolm Whitley

12. Information Items:

12. A. Fire/Security/Bus Drills:

School	Drill	Date	Zone/Time
Holly Hills Elementary	Fire Drill	1/10/2020	Zone 7/ 83 sec.
Holly Hills Elementary	Shelter in Place	1/21/2020	Na/ 47 sec.
WIS/WMS	Shelter in Place	1/8/2020	Na/34 sec.
WIS/WMS	Fire Drill	1/24/2020	Zone 9/ 89 sec.

12. B. Suspensions: *

January 2020

12. C. Reports:

12. C. 1. Monthly Attendance Report: *

January 2020

12. C. 2. Enrollment Report: *

January 2020

12. D. Miscellaneous Action Items:

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

MOTION:

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

12. D. 2. Resolution #22-19: Approval of the Public Agency Compliance Officer:

RESOLUTION #22-19:

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.

12. D. 3. Resolution # 25-19: Appointment of District Affirmative Action Officer:

RESOLUTION #24-18:

THEREFORE BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT this Board of Education appoint Anthony Petruzzelli as the AFFIRMATIVE ACTION OFFICER for the year beginning February 10, 2020 through the next reorganization meeting (18A:17-5).

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

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

13. B. Cafeteria Report: * December 2019

13. C. Building Inspection Reports: *

Building	Date	Signatures
Holly Hills Elementary School	1/31/2020	Jennifer Murray/Jason Saltos
Westampton Middle School	1/31/2020	Yashanta Holloway-Taluy/Jason Saltos

13. D. Action Items:

13. D. 1. Resolution #23-19: Monthly Reports of Board Secretary and Cash Reconciliation:*

Included in the packet are the Secretary’s and Treasurer’s Reports which are in agreement as of December 2019.

RESOLUTION #16-18: Accepting Reports of Secretary/Cash Reconciliation:

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 December 2019.

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 February/March 2020.

13. D. 3. Approval of Virtua at Work Occupational & Employee Health Services: *

MOTION:

The School Business Administrator and Board Secretary call for a motion to approve a renewal, on an as needed basis, with Virtua at Work Occupational & Employee Health Services commencing January 1, 2020, terminating December 31, 2020. Rates for this service as listed on Attachment A.

13. D. 4. 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 2019-2020 school year for student #8959942030 attending Burlington County Special Services School District (Receiving District) with tuition of \$41,249, prorated, commencing December 2, 2019

13. D. 5. 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 2019-2020 school year for student #5761070489 attending Burlington County Special Services School District (Receiving District) with tuition of \$41,249, prorated, commencing November 27, 2019

13. D. 6. Official Depositories and Signatories: *

MOTION:

Motion for the Westampton Township Board of Education to approve the WSFS Bank as the official depository of the Westampton Township Board of Education and to approve the following signatories for the Board of Education Accounts as attached. (Note: This is to replace Mr. Michael Blake with Mr. Mark Stratton.)

13. D. 7. Approval of Transfer Resolution Number #24-19 *

MOTION:

The School Business Administrator and Board Secretary call for a motion to approve transfers as attached.

13. D. 8. Cancellation of Stale Dated Checks: *

MOTION:

The School Business Administrator and Board Secretary call for a motion to approve the cancellation of stale dated checks from the Custodian Account totaling \$18,003.71 as attached. (Note: Checks are dated 06/30/2018 and prior.)

14. Unfinished Business:

None at this time.

15. New Business:

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, Karen Greer, 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 February 10, 2020 at the Westampton Middle School, 700 Rancocas Road, Westampton, New Jersey.

Karen Greer, Board Secretary