

**WESTAMPTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

**February 11, 2019  
7:00 P.M.**

**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: \*** Reorganization Meeting: January 3, 2019

**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.)

**8. A Presentation of the Annual School Audit: Robert Inverso.**

**9. District Department Reports:**

Westampton Middle School Report:	Matthew Andris, Principal
H.I.B. Report:	Matthew Andris, 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:	Tracy McGuire, Board Secretary

**10. Correspondence:** None at this time.

**11. Board of Education Committee Reports:**

**11. A. Budget/Personnel Committee:**

Members: Justin Wright, Jennifer Dinardo, and Ryan Fagan

**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 WMS Student Council Fundraiser:**

**MOTION:**

The Superintendent calls for a motion to approve the below WMS Student Council Fundraiser:

Fundraiser		Date	Proceeds Used For
Pretzel Sale	Pretzels- \$1.00 each	Every Friday in homeroom February 15 through March 15	Student Council Field Trip

**11. A. 4. Approval of WMS Music Program Fundraiser:**

**MOTION:**

The Superintendent calls for a motion to approve the below WMS Music Program Fundraiser:

Fundraiser		Date	Proceeds Used For
Claire’s Gourmet Fundraiser		March 4, 2019- March 25, 2019	Chorus and Band Trills & Thrills trip

**11. A. 5. Approval of Home Instruction:**

**MOTION:**

The Superintendent calls for a motion to approve the following teachers to provide up to ninety (90) days of home instruction to regular education student ID# 7521097923 at a rate of \$40.61 per hour. Home instruction should begin on January 1, 2019 and end on April 5, 2019, which equates to a max of thirteen (13) weeks of home instruction. The rationale for this home instruction is per medical prescription.

Teacher	Subject	Hours
Barbara Carty	LA/SS	2.5 hours/wk.
Casey Crass	MA	1.25 hours/wk.
Larissa Duba	Sci.	1.25 hours/wk.

**11. A. 6. Approval of WMS Softball Coaches:****MOTION:**

The Superintendent calls for a motion to approve Diana Van Camp (60% split) and Toni D'Amato (40% split) as softball coaches for the upcoming season. This is a Group "B" activity, \$2,265.00, with a minimum of 65 hours.

**11. A. 7. Approval of WMS Baseball Coach:****MOTION:**

The Superintendent calls for a motion to approve John Condoleon, WMS Teacher, as the Westampton Middle School baseball coach for the upcoming season. This is a Group "B" activity with a Stipend of \$2,265.00, minimum of 65 hours.

**11. A. 8. Approval of Tutoring with Reading Specialist:****MOTION:**

The Superintendent calls for a motion to approve, reading specialist, Sandy Danziger, to do 60 minutes of additional reading instruction weekly for student #3093635447 beginning the week of February 4, 2019 and continuing through the remainder of the 2018-2019 school year at a rate of \$40.61/hour.

**11. B. Curriculum/Community Committee:**

Members: Christopher Hamilton, Rayna Denneler, and Vanessa Nichols

**11. B. 1. Approval of Student Participation in Honors Ensembles:****MOTION:**

The Superintendent calls for a motion to approve the following Honors Ensembles:

West Burlington County Honors Band: This is a teacher nominated honors ensemble with schools from Cinnaminson, Delran, Maple Shade, Moorestown, Palmyra, Riverside, and RVRHS. There are three rehearsals (4/3, 4/4, and 4/16) and a concert on 4/17. Families are responsible for transportation to and from rehearsals and the concert.

South Jersey Honors Band: This is a teacher nominated honors band for students in 4<sup>th</sup> through 6<sup>th</sup> grades. All nominated students are 6<sup>th</sup> graders with the exception of two 5<sup>th</sup> graders. Ms. Beekman will hold an after school rehearsal with 6<sup>th</sup> grade students at WMS. There will be one more rehearsal and the concert on 4/17 at Shawnee High School. Families are responsible for transportation to and from rehearsals and the concert.

**11. C. Legislative/Policy Committee:**

Members: Malcolm Whitley, Alan Hynes, and Suzanne Applegate

**11. C. 1. First Reading of Bylaws, Policy, and Regulations: \*****MOTION:**

The Superintendent calls for a motion to approve the first reading of the following Board of Education Policies and Regulations:

Type	Number	Heading
Policy	0141.1	Board Member and Term- Sending District (Revised)
Policy	0141.2	Board Member and Term – Receiving District (Revised)
Policy	2422	Health and Physical Education (M) (Revised)
Policy	2431.3	Practice and Pre-Season Heat- Acclimation for School- Sponsored Athletics and Extra-Curricular Activities (Revised)
Policy	2610	Educational Program Evaluation (M) (Revised)
Policy	4219	Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) (Revised)
Policy & Regulation	5111	Eligibility of Resident/Nonresident Students (M) (Revised)
Policy	5330.04	Administering an Opioid Antidote (M) (Revised)
Regulation	5330.04	Administering an Opioid Antidote (M) (New)
Policy	5337	Service Animals (Revised)
Policy	5756	Transgender Students (M) (Revised)
Policy & Regulation	7440	School District Security (M) (Revised)
Policy	8561	Procurement Procedures for School Nutrition Programs (M) (Revised)
Policy	8860	Memorials (Revised)
Policy	2415.06	Unsafe school Choice Option (M) (Revised)
Regulation	2460.8	Special Education – Free and Appropriate Public Education (M) (Revised)
Regulation	5530	Substance Abuse (M) (Revised)
Policy & Regulation	5600	Student Discipline/ Code of Conduct (M) (Revised)
Policy & Regulation	5611	Removal of Students for Firearms Offenses (M) (Revised)
Policy & Regulation	5612	Assaults on District Board of Education Members or Employees (M) (Revised)
Policy & Regulation	5613	Removal of Students for Assaults with Weapons Offenses (M) (Revised)
Policy & Regulation	8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised)

**12. A. Information Items:**

None at this time.

**12. B. Enrollment Report: \***

January 2019

**12. C. Fire/Security/Bus Drills:**

School	Drill	Date	Zone/Time
Holly Hills Elementary	Shelter in Place	1/7/2019	10 mins.
Holly Hills Elementary	Fire Drill	1/8/2019	Zone 5/95 secs.
Westampton Middle	Fire Drill	1/4/2019	Zone 11/5 mins
Westampton Middle	Lockdown	1/24/2019	4 mins.

**12. D. Suspensions: \*** January 2019

**12. E. Student Action Items:** None at this time.

**12. F. Reports:** None at this time.

**12. G. Miscellaneous Action Items:**

**12. H. 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, respectively.

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

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

**13. B. Monthly Attendance Report: \*** January 2019

**13. C. Cafeteria Report: \*** December 2018

**13. C. 1. Building Inspection Reports: \*** February 2019

**13. D. Action Items:**

**13. D. 1. Resolution #16-18: 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 December 2018.

**RESOLUTION #16-18: 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 December 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 February/March 2019.

**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, 2019, terminating December 31, 2019. Rates for this service as listed on Attachment A.

**13. D. 4. Approval of Special Education Tuition Contract: \***

**MOTION:**

The School Business Administrator and Board Secretary call for a motion to approve a special education tuition contract agreement for the 2018-2019 school year for student #6318 with the Eastampton Township Board of Education (sending district) with tuition of \$10,500.00 (\$58.33 per diem), commencing January 28, 2019.

**13. D. 5. Acceptance of the Annual Financial Report:**

**MOTION:**

The School Business Administrator and Board Secretary call for a motion to accept the 2017-2018 Comprehensive Annual Financial Report audited by District Auditor, Robert Inverso, of Inverso & Stewart, all records are in good standing.

**13. D. 6. Approval for Revision in Contract with Maxim Healthcare: \***

**MOTION:**

The School Business Administrator and Board Secretary call for a motion to increase the billable hours from 8 hours daily to 9 hours per day for the remainder of the 2018-2019 school year. Maxim Healthcare nursing staff works closely with Student #1231160613 transporting him from Voorhees Pediatric Facility to school and then back to Voorhees Pediatric Facility. Due to the full day of school, his days are extended past the 8 allowable hours per contract.

**13. D. 7. Approval of Cooperative Pricing Agreement for Technology:**

**MOTION:**

The School Business Administrator and Board Secretary call for a motion to enter into the NJEdge Cooperative Pricing System for Technology related goods and services as allowed by NJSA 40A:11-11(5).

**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:**

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 February 11, 2019 at the Westampton Middle School, 700 Rancocas Road, Westampton, New Jersey.

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Tracy L. McGuire, Board Secretary