

**WESTAMPTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

**August 13, 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: June 25, 2018  
Retreat: July 23, 2018

**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. 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:	Debra Keeney, 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. Bill List to be Handed out at Meeting.

**11. A. 2. Approval of Long Term Substitute Preschool Teacher: \***

**MOTION:**

The Superintendent calls for a motion to approve LisaAnne Priest as a Long-Term Substitute Preschool Teacher at below Step 1 MA salary. LisaAnne Priest would replace Amanda Cutietta from September 1, 2018 to November 2, 2018 who will be on maternity leave. Mindy Hammond who accepted the Long Term position has declined; she accepted a full-time teaching position.

Day 1 – 7	\$90.00
Day 8 - 20	\$100.00
Day 21+	\$286.96

**11. A. 3. Approval of Salary Adjustment for WIS Teacher:**

**MOTION:**

The Superintendent calls for a motion to approve the adjustment in the salary of Kate Wilson, a WIS Teacher. She was previously approved as Step 2, BA and it should be Step 2, MA at a salary of \$57,605.

**11. A. 4. Approval of Change in Hours and Salary of Aides:**

**MOTION:**

The Superintendent calls for a motion to approve the adjustment in hours to 7.1 and adjustment in salaries for the below listed classroom aides:

Name	Salary	Hours
Andrejco, Bernadette	\$27,158	7.1
Petrucelli, Felicia	\$23,237	7.1
Taggart, Mercina	\$23,644	7.1
Vytowich, Marge	\$23,397	7.1

**11. A. 5. Approval of ESL Teacher: \***

**MOTION:**

The Superintendent calls for a motion to approve Angela Taylor as a Part Time ESL Teacher at a salary of Step 1, MA \$57,391. Ms. Taylor would replace Katherine Howard who left in January 2018.

**11. A. 6. Approval of Mentoring Teachers:**

**MOTION:**

The Superintendent calls for a motion to approve the following Mentor Teacher for the 2018-2019 school year:

Mentor	Mentee
Kristina Eckert	Shaun Brewer
Kelly Hudson	Melissa Champion
Christina Pancheri	Alexandra Glover
Katie Hicks	Lauren Massara
Julia Beekman	Megan Riley
Doneanne Soult	Toni D'Amato
Nicole McCarty	Kimberly Gerardi
Megan Jedwabny	Angela Taylor
Tiffany Coston	Gina Everett

**11. A. 7. Approval of Literacy Plus Program at Holly Hills School:**

**MOTION:**

The Superintendent calls for a motion to approve Sandy Danziger to continue the Literacy Plus program at Holly Hills School. Mrs. Danziger will work approximately five (5) hours per week at the rate of \$40/hour, not exceeding \$7,500 annually.

**11. A. 8. Approval of Literacy Plus Program at Holly Hill School:**

**MOTION:**

The Superintendent calls for a motion to approve Donna Dern as a Literacy Plus program instructor at Holly Hills School. Mrs. Dern will work approximately five (5) hours per week at the rate of \$40/hour, not exceeding \$7,500 annually.

**11. A. 9. Approval of Salary Adjustment for Custodian:**

**MOTION:**

The Superintendent calls for a motion to approve the increase in salary for Custodian, Christian Moody who passed the black seal license test. Per the contract, his salary will increase by \$1,000 to a new salary of \$37,433, effective 8/15/18.

**11. A. 10. Approval of Field Trips for Holly Hills Students:**

**MOTION:**

The Superintendent calls for a motion to approve the following Holly Hills field trips for the 2018-2019 school year.

Grade	Field Trip	Date	Maximum Cost
Kindergarten	Discovery Museum Cherry Hill, NJ	October 12, 2018	Approx. \$25/student to be paid by parent
Grade 1	Philadelphia Zoo Philadelphia, PA	November 2, 2018	Approx. \$25/student to be paid by parent
Grade 2	Adventure Aquarium Camden, NJ	October 4, 2018	Approx. \$25/student to be paid by parent
Grade 3	Fernbrook Farm Educational Center Chesterfield, NJ	October 19, 2018	Approx. \$25/student to be paid by parent

**11. A. 11. Approval of Field Trips for Westampton Intermediate School Students:**

**MOTION:**

The Superintendent calls for a motion to approve the following WIS field trips for the 2018-2019 school year.

Grade	Field Trip	Date	Maximum Cost
Grade 4	NJ State House, Barracks and State Museum Trenton, NJ	May 17, 2019	Approx. \$25/student to be paid by parent
Grade 5	Camp Dark Waters, Medford, NJ	May 10, 2019	Approx. \$30/student to be paid by parent

**11. A. 12. Approval of WIS School Fundraisers:**

**MOTION:**

The Superintendent calls for a motion to approve the following WIS fundraisers for the 2018-2019 school year:

Westampton Intermediate School Fundraisers
Student Council Pretzel Sales – Approximately 6 sales during the year: October, December, February, March, May, and June
Fall School Picture Fundraiser – Student Activities
Spring School Picture Fundraiser - Yearbook
Yearbook Fundraiser – School Apparel Sale
American Heart Association Fundraiser
G.I Go “Jeans for Troops” Day (approximately twice a year usually Veteran’s Day and Memorial Day)

**11. A. 13. Approval of Club/Activity Advisors for WIS:**

**MOTION:**

The Superintendent calls for a motion to approve the following club/activity advisors for the 2018-2019 school year:

Club/Activity	Stipend	Teacher
I&RS/RTI Chair/Coordinator	Group C - \$1,130.00 (shared with WMS) - Split Stipend of \$565.00/each	Kathy Kish
Yearbook Co-Chairs	Group B - \$2,265.00 Split Stipend of \$1,132.50/each	Melissa Albanese Jennifer Dennis

Unpaid Volunteer Position Club/Activity	Teacher
Junior Student Council	Rachel Feldman

**11. A. 14. Approval of Club/Activity Advisors for WMS:**

**MOTION:**

The Superintendent calls for a motion to approve the following club/activity advisors for the 2018-2019 school year:

**WESTAMPTON MIDDLE SCHOOL**

**Group A Activity Positions: \$3,400**

**Minimum 95 Hours**

- Basketball Coach – Boys - Steve Harper (Tom Yoerke 20% split)
- Basketball Coach – Girl’s - Dana Carmichael (Maria Yoerke 20% split)
- Drama Club – 2 Positions - John Condoleon and John Tornquist
- Student Council Advisor - Casey Crass

**Group B Activity Positions: \$2,265**

**Minimum 65 Hours**

- Band - Julia Beekman
- Baseball – Boys - Joe Hummel (Tom Yoerke 20% split)
- Eighth Grade Advisor - Maria Yoerke
- Field Hockey - Maria Yoerke
- School Newspaper - Opening
- Soccer - Tom Yoerke
- Softball – Girls - Opening (Maria Yoerke 20% split)
- WMSTV - Carrie Cianfrone
- Yearbook - Laurisa Duba
- Chorus - New Music Staff Person

**Group C Activity Positions: \$1,130**

**Minimum 35 Hours**

- National Honor Society - Opening
- Website Lead - Carrie Cianfrone

**Hourly Positions Rate = per contract**

**Detention Supervisors \$40.61/hr.**

- Mirian Montes, JoAnn Donnelly, Carmen Friedman, Casey Crass, Maria Yoerke, Tom Yoerke, Barb Carty, Trish Ferrell, Lauren Greeby, John Tornquist, Guy Powers

**I&RS Chair** (Hourly with max of “C” stipend) **\$40.61/hr.** - JoAnn Donnelly

**Site Managers \$32.56/hr.** – Casey Crass, Maria Yoerke, Tom Yoerke, Barb Carty

**Bus Duty \$31.61/hr.** - Mirian Montes, JoAnn Donnelly, Carmen Friedman, Casey Crass, Trish Ferrell, Maria Yoerke, Tom Yoerke, Connie Heredia, Barb Carty, Carrie Cianfrone, Guy Powers, John Tornquist, Jen Perry, Julia Beekman, Lauren Greeby

**11. A. 15. Approval of WIS Teacher: \***

**MOTION:**

The Superintendent calls for a motion to approve Kristen Wallace, as 4<sup>th</sup> and 5<sup>th</sup> grade math/science teacher at the Westampton Intermediate School. Kristen will start as Step 1, MA at a salary of \$57,391.

**11. A. 16. Approval of Long Term Maternity Leave Substitute at WMS: \***

**MOTION:**

The Superintendent calls for a motion to approve Kaitlyn Lukasiak as a long term maternity leave position for Colleen Marra, 5<sup>th</sup> grade math/science teacher, from September 4, through November 27, 2018. She will start on the below salary, Step 1, MA.

Day 1-7	\$90/day
Day 8-20	\$100.00/day
Day 21+	\$270.17/day

**11.A.17 Approval of Michael Blake’s Contract\***

**MOTION:**

The Superintendent calls for a motion to Approve Michael Blake’s Contract from August 1, 2018 to June 30<sup>th</sup> 2019 at a rate of \$120.00 per hour.

**11 A. 18 Approval of Girls on the Run Club\***

**MOTION:**

The Superintendent calls for a motion to approve the Girls on the Run Club. A free club run my Chris Hamilton. Starting Sept17<sup>th</sup> – November 19<sup>th</sup> 2018. From 3:30 to 5:00pm Mondays and Wednesdays. Free to all kids.

**11. A. 19. Approval of Resignation of Holly Hills Teacher:\***

**MOTION:**

The Superintendent calls for a motion to approve, with regret, the resignation of Carolyn Szukics, 2<sup>nd</sup> grade Holly Hills teacher, effective September 1, 2018.

**11. A. 20. Approval of Holly Hills Teacher:\***

**MOTION:**

The Superintendent calls for a motion to approve Melissa Champion as a 2<sup>nd</sup> grade teacher at a salary of \$54,034, Step 1 BA.

**11. A. 21. Approval of Salary Adjustment for Custodian:**

**MOTION:**

The Superintendent calls for a motion to approve the increase in salary for Custodian, Joseph Hummel who passed the black seal license test. Per the contract, his salary will increase by \$1,000 to a new salary of 23,759, effective 8/15/2018.

**11. A. 22. Approval of Long Term Maternity Leave Substitute at WMS: \***

**MOTION:**

The Superintendent calls for a motion to approve Cassie Hoffman, as a long term maternity leave substitute for Nicole Piotrowski, 6<sup>th</sup> grade Language Arts. Effective September 4 through November 12, 2018, at the below Step 1, BA salary.

Day 1-7	\$90/day
Day 8-20	\$100/day
Day 21+	\$270.17

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

Members: Rayna Denneler, Christopher Hamilton, and Vanessa Nichols

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

Members: Ryan Fagan, Suzanne Applegate, and Malcolm Whitley

**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	Fire Drill – ESY Students	7/23/18	Zone 5/72 secs.
Holly Hills Elementary	Evac Drill – ESY Students	7/26/18	99 secs.

**12. D. Suspensions:** None at this time.

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

**12. F. Miscellaneous Action Items:**

**12. F. 1. Approval of Facilities Use Calendar WMS and HHS:** None at this time.

**12. F. 2. Resolution #1-18: Approval of Submission of IDEA Entitlement Grant:**

**RESOLUTION #1-18:**

THEREFORE, BE IT RESOLVED BY THE WESTAMPTON BOARD OF EDUCATION THAT the Superintendent calls for a resolution to authorize the submission of the IDEA Entitlement Grant FY 2019 for the amount of \$248,603 (Basic \$239,538 and Preschool \$9,245).

**12. F. 3. Resolution #2-18: Approval of ESEA Application:**

**RESOLUTION #2-18:**

THEREFORE, BE IT RESOLVED BY THE WESTAMPTON BOARD OF EDUCATION THAT the Superintendent calls for a motion to approve the ESEA Application in the amount of \$147,125 for the 2018-2019 school year and accepts the grant award of these funds upon state approval.

**12. F. 4. Resolution #3-18: Approval of Title III Consortium:**

**RESOLUTION #3-18:**

THEREFORE, BE IT RESOLVED BY THE WESTAMPTON BOARD OF EDUCATION THAT THE Superintendent calls for a motion to approve Westampton Township Public Schools to join an ESEA consortium with Mt Holly School District for the use of Title III ESEA Funds. Total funds will be \$3,631 which are to be used for Instructional Resources for Westampton students.

**12. F. 5. Approval of Title III Consortium:**

**MOTION:**

The Superintendent calls for a motion to approve the district curriculums to be approved for the 2018-2019 school year.

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

#### **13. A. Information Items:**

##### **13. A. 1. Child Nutrition Free/Reduced Meal Letter to Parents: \***

The Division of Food & Nutrition, Office of Child Nutrition, has approved the Letter to Parents for to be sent home with students for the families who wish to participate in the Free and Reduced Price School Meals for the National School Lunch and School Breakfast programs.

All information and documents for the Free and Reduced Price School Meals for the National School Lunch and School Breakfast programs will also be available on the school district's website.

**13. B. Monthly Attendance Report:** None at this time.

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

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

#### **13. D. Action Items:**

##### **13. D. 1. Resolution #4-18: 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 June 2018.

##### **RESOLUTION #4-18: 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 June 2018.

##### **13. D. 2. Approval of Student Placement: \***

###### **MOTION:**

The School Business Administrator and Board Secretary call for a motion to approve a tuition contract with The Bridge Academy, an approved private school for students with disabilities (receiving district) for student #1656904437 for school year 2018-2019 commencing September 4, 2018 at a tuition rate of \$43,693.20 (\$242.74 per diem).

##### **13. D. 3. Approval of Student Extended School Year Placements: \***

###### **MOTION:**

The School Business Administrator and Board Secretary call for a motion to approve the ESY Special Education Tuition Contracts with the Eastampton Township Board of Education (sending) commencing on July 9, 2018 and terminating August 2, 2018 at a cost per pupil tuition amount of \$1,050.00 (\$65.62 per diem) for each of the following students:



Student #6088
Student #6178
Student #6183
Student #6180
Student #6179
Student #5230379119
Student #4496100996

**13. D. 4. Approval of Student Extended School Year Placement: \***

**MOTION:**

The School Business Administrator and Board Secretary call for a motion to approve the ESY Special Education Tuition Contract with the Mount Holly Township Board of Education (sending) commencing on July 9, 2018 and terminating August 2, 2018 at a cost per pupil tuition amount of \$1,750.00 (\$109.38 per diem) for student #6182

**13. D. 5. Approval of Student Placement: \***

**MOTION:**

The School Business Administrator and Board Secretary call for a motion to approve the 2018-2019 school year Special Education Tuition Contract with the Mount Holly Township Board of Education (sending) commencing on September 10, 2018 and terminating June 30, 2019 at a cost per pupil tuition amount of \$32,000.00 (\$177.78 per diem) for student #6182.

**13. D. 6. Approval of Student School Year Placements: \***

**MOTION:**

The School Business Administrator and Board Secretary call for a motion to approve the 2018-2019 school year Special Education Tuition Contracts with the Eastampton Township Board of Education (sending) commencing on September 10, 2018 and terminating June 30, 2019 at a cost per pupil tuition amount of \$10,500.00 (\$58.33 per diem) for each of the following students:

Student #6178
Student #6179
Student #6180
Student #1722370589
Student #3645121798

**13. D. 7. Approval of Student School Year Placements: \***

**MOTION:**

The School Business Administrator and Board Secretary call for a motion to approve the 2018-2019 school year Special Education Tuition Contracts with the Eastampton Township Board of Education (sending) commencing on September 10, 2018 and terminating June 30, 2019 at a cost per pupil tuition amount of \$21,000.00 (\$116.67 per diem) for each of the following students:

Student #6183
Student #6088
Student #4496100996

Student #5230379119
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**13. D. 8. Approval of Student Placement: \*****MOTION:**

The School Business Administrator and Board Secretary call for a motion to approve a tuition contract with Bancroft, an approved private school for students with disabilities (receiving district) for student #6170405232 for school year 2017-2018 commencing November 3, 2017 at a tuition rate of \$41,444.64 (\$287.81 per diem).

**13. D. 9. Approval of Student Placement: \*****MOTION:**

The School Business Administrator and Board Secretary call for a motion to approve a tuition contract with Bancroft, an approved private school for students with disabilities (receiving district) for student #6170405232 for school year 2018-2019 commencing July 5, 2018 at a tuition rate of \$61,518.16 (\$290.18 per diem).

**13. D. 10. Resolution #5-18: Approval of Transfers:\*****RESOLUTION #5-18:**

THEREFORE BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT the School Business Administrator and Board Secretary call for a resolution to approve the transfers as of June 30, 2018.

**13. D. 11. Mileage Reimbursement: \*****MOTION:**

The School Business Administrator and Board Secretary call for a motion to approve mileage reimbursement for workshops/conferences.

**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 August 13, 2018 at the Westampton Middle School, 700 Rancocas Road, Westampton, New Jersey.

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Tracy L. McGuire, Board Secretary