

**WESTAMPTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

**September 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: August 13, 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 Westampton Intermediate School Teacher: \***

**MOTION:**

The Superintendent calls for a motion to approve Colin Finnigan, who has accepted the long-term substitute position with the stipulations that he will start after his surgery and setup the room with lesson plans prior. He will be filling in for Gina Giveans. A substitute will be on standby to cover until he starts. He will be paid Step 1, BA.

Day 1-7	\$90.00/day
Day 8-20	\$100.00/day
Day 21+	\$270.17/day

**11. A. 3. Approval of Long Term Substitute Westampton Intermediate School Teacher: \***

**MOTION:**

The Superintendent calls for a motion to approve Michele Borgesi as long-term substitute for Colleen Marra from September 1, 2018 through November 27, 2018, on Step 1, BA.

Day 1-7	\$90.00/day
Day 8-20	\$100.00/day
Day 21+	\$270.17/day

**11. A. 4. Approval of WMS National Honor Society Advisor:**

**MOTION:**

The Superintendent calls for a motion to approve Christina Borrows at the WMS National Junior Honor Society Advisor.

**11. A. 5. Approval of Resignation of WMS Teacher: \***

**MOTION:**

The Superintendent calls for a motion to accept, with regret, the resignation of Doneanne Soult, WMS teacher effective September 7, 2018.

**11. A. 6. Approval of Special Education Teachers:**

**MOTION:**

The Superintendent calls for a motion to approve Steven Harper and/or Kate Wilson, Special Education Teachers, to complete four (4) hours of home instruction for every ten (10) absences with student ID #1365867028 at a rate of \$40.61 per hour. The rationale for this home instruction is to supplement instruction due to absences related to the medical condition of the student.

**11. A. 7. Approval of Detention Supervisors:**

**MOTION:**

The Superintendent calls for a motion to approve the following hourly positions as per teacher's contract \$23.71 per 45-minute period and \$15.80 per 30-minute period.

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

**11. A. 8. Approval of IR&S Chair:**

**MOTION:**

Approval for Joann Donnelly as IR&S chair per contract (hourly with a Max C Stipend) \$ 32.87/hr.

**11. A. 9. Approval of Salary of Teacher paid out of Title I Funds:**

**MOTION:**

The Superintendent calls for a motion to approve \$30,000 of Amy Stucks Salary to be paid out of Title I funds.

**11. A. 10. Approval of Teachers for Home Instruction:**

**MOTION:**

The Superintendent calls for a motion to approve Steven Harper and/or Kate Wilson, Special Education teachers, to complete 4 hours of home instruction for every 10 absences with student (I.D.

#1365867028) at a rate of \$40.61/hour. The rationale for this home instruction is to supplement instruction due to absences related to the medical condition of the student.

**11. A. 11. Approval of One-to-One Aide:**

**MOTION:**

The Superintendent calls for a motion to approve Rachel Stewart as a One-to-One Aide at a salary of \$21,935, for student (I.D.#1724338155) who transferred into Westampton.

**11. A. 12. Payment of Cafeteria Bills: \***

**MOTION:**

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

**11. A. 13. Approval of Increase in Teacher Hours:**

**MOTION:**

The Superintendent calls for a motion to increase Laura Brown's hours from .5 to .6. Mrs. Brown is a BSIP teacher at Holly Hills School. Her new salary will be \$35,111.

**11. A. 14. Approval of Part Time Aide at Holly Hills:**

**MOTION:**

The Superintendent calls for a motion to approve Cindy Jobes as a 2 hour/day aide at Holly Hills School. Her salary will be \$7,436.60.

**11. A. 15. Approval of Teachers for Home Instruction:**

**MOTION:**

The Superintendent calls for a motion to approve Jessica Szalma to provide up to six hours per week and Alicia Hellmann to provide up to 4 hours per week of home instruction starting from September 11, 2018 for student (ID #8894286455) at a rate of \$40.61 per hour. The rationale for this home instruction is medical; a doctor’s note was provided for this change in placement.

**11. A. 16. Approval of Observation of Student:**

**MOTION:**

The Superintendent calls for a motion to approve Sarah Stouff from Greater New Jersey Creative Counseling to observe student ID #5151952719 at no cost to the district.

**11. A. 17. Approval of WMS Teachers for Bus Duty:**

**MOTION:**

The Superintendent calls for a motion to approve Westampton Middle School Teachers Cristina Burrows and Cris Finn for a.m. and p.m. bus duty at the rate of \$31.61/hr.

**11. A. 18. Approval of WMS Media Specialist:**

**MOTION:**

The Superintendent calls for a motion to approve Michael Leone as a Media Specialist at Westampton Middle School. His salary will be \$57,391, MA, Step 1.

**11. A. 19. Approval of Supervisor of Special Services:\***

**MOTION:**

The Superintendent calls for a motion to approve Jean Zitter, MSW, LCSW as Supervisor of Special Services upon her release from her current position at the salary of \$95,000 per year, prorated.

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

Members: Rayna Denneler, Christopher Hamilton, and Vanessa Nichols

**11. B. 1. Approval of 7-8 Music/Drama Students Trip to NYC Broadway:**

**MOTION:**

The Superintendent calls for a motion to approve the following field trip:

Trip	Grade	Date/Time	Cost
NYC Broadway	7 & 8 Music/Drama Students	Wed. December 12, 2018 @ 9:30 AM	\$70 per student

**11. B. 2. Approval of 5<sup>th</sup> Grade Trip to Camp Dark Waters:**

**MOTION:**

The Superintendent calls for a motion to approve the following field trip:

Trip	Grade	Date/Time	Cost
Camp Dark Waters	5 <sup>th</sup> Grade	Fri., May 10, 2019 @ 9 AM to 2:30 PM	\$20 per student plus bus fee

**11. B. 3. Approval of 4<sup>th</sup> Grade Trip to NJ State Museum & War Memorial:**

**MOTION:**

The Superintendent calls for a motion to approve the following field trip:

Trip	Grade	Date/Time	Cost
NJ State House & Barack's Tour	4 <sup>th</sup> Grade	Fri., May 17, 2019 @ 9:15 AM to 2 PM	\$6 per student / \$8 per adult (1 free adult for every 10 students)

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

Members: Ryan Fagan, Suzanne Applegate, and Malcolm Whitley

**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	1613	Disclosure and Review of Applicant's Employment History (M)
Regulation	1613	Disclosure and Review of Applicant's Employment History (M)
Policy	5512	Harassment, Intimidation, and Bullying (HIB) (M)
Regulation	5512	Harassment, Intimidation, and Bullying Investigation Procedure (M) (Abolished)
Policy	5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
Regulation	5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
Policy	8561	Procurement Procedures for School Nutrition Programs (M) (Revised)

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

**12. B. Enrollment Report: \*** September 2018

**12. C. Fire/Security/Bus Drills:** None at this time.

School	Drill	Date	Zone/Time

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

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

**12. F. Miscellaneous Action Items:** None at this time.

**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.

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

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

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

**13. C. Cafeteria Report:** None at this time.

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

**13. D. Action Items:**

**13. D. 1. Resolution #6-18: 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 July 2018.

**RESOLUTION #6-18: 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 July 2018.

**13. D. 2. Approval of Board Members and Board Secretary and Superintendent for Convention:**

**MOTION:** The Superintendent calls for a motion to approve Justin Wright, Gil Gehin-Scott, Suzanne Applegate, Jennifer Dinardo, Chris Hamilton, Ryan Fagan, Vanessa Nichols, Malcolm Whitley, Rayna Denneler, Tracy McGuire and Anthony Petruzzelli to attend the October School Boards Convention. Meals are to stay within the Accountability regulations.

**13. D. 3. Approval of 2018-2019 Out of District Extend School Year Tuition Contracts:\***

**MOTION:**

The School Business Administrator and Board Secretary call for a motion to approve the 2018-2019 ESY placements in the Burlington County Special Services School District commencing on July 2, 2018 and terminating July 30, 2018 at a cost per pupil tuition amount of \$3,800.00 for each of the following students:

Student
#7469246779
#7891675754
#5341012744
#1612981543
#1763479054

**13. D. 4. 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 September/October 2018.

**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 September 10, 2018 at the Westampton Middle School, 700 Rancocas Road, Westampton, New Jersey.

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Tracy L. McGuire, Board Secretary