

WESTAMPTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

**April 15, 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: * Regular Meeting, March 18, 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.)

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 Home Instruction:

MOTION:

The Superintendent calls for a motion to approve the following teachers to provide home instruction to regular education student ID# 7521097923 at a rate of \$40.61 per hour for the remainder of the school year. 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. 4. Approval of Maternity Leave/Child Rearing Leave: *

MOTION:

The Superintendent calls for a motion to approve Maternity Leave/Child Rearing Leave for Westampton Middle School Teacher, Lauren Greeby, beginning approximately May 20, 2019. Mrs. Greeby will utilize 15 sick days, 4 personal days and 1 discretionary day prior to the birth, and then continue on NJ Family Leave for the beginning of the 2019-2020 school year until her return on or around December 6, 2019.

11. A. 5. Approval of Homebound Instruction:

MOTION:

The Superintendent calls for a motion to approve, Gina Everett, Westampton Middle School teacher and Erin Dennison, Holly Hills School teacher to do homebound instruction for student #7802630823 and student #2634776819 beginning the week of April 8, 2018 at a rate of \$40.61/hour. It is required each student be provided 10 hours a week for each week placed on homebound instruction.

11. A. 6. Approval of Reading Specialist:

MOTION:

The Superintendent calls for a motion to approve, reading specialist, Sandra Danziger, to do 90 minutes of additional reading instruction weekly for student #3093635447 which is a revision from 60 minutes, 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 the 2019-2020 School Calendar: *

MOTION:

The Superintendent calls for a motion to approve the 2019-2020 School Calendar.

11. B. 2. Approval of Volunteerism & Community Involvement Club:

MOTION:

The Superintendent calls for a motion to approve the Volunteerism & Community Involvement Club at Holly Hills School which will begin April 29, 2019 and run through June 13, 2019. This club will be funded through Title IV funds at the contract rate of \$32.87 (Group “C” Activity).

11. B. 3. Approval of Volunteerism & Community Club Staff Members:

MOTION:

The Superintendent calls for a motion to approve the following staff members as the Volunteerism & Community Club Advisors beginning April 29, 2019 for a total of 14 hours each at the contract rate of \$32.87 (Group “C” Activity).

	Advisors
Holly Hills Club 2x/Week	Melissa Champion Amy Stuck

11. C. Legislative/Policy Committee:

Members: Malcolm Whitley, Alan Hynes, and Suzanne Applegate

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

12. B. Enrollment Report: * March 2019

12. C. Fire/Security/Bus Drills:

School	Drill	Date	Zone/Time
Holly Hills Elementary	Shelter in Place	3/8/2019	5 mins
Holly Hills Elementary	Fire Drill	3/11/2019	Zone 7, 108 sec.
Westampton Middle	Fire Drill	3/15/2019	Zone 1, 1 min. 19 sec.
Westampton Middle	Lock Down	3/25/2019	15 mins.

12. D. Suspensions: * March 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: * March 2019

13. C. Cafeteria Report: * February 2019

13. C. 1. Building Inspection Reports: *

Building	Date	Signatures
Holly Hills Elementary School	April 4, 2019	Jennifer Murray/Jason Saltos
Westampton Middle School	April 4, 2019	Matthew Andris/Jason Saltos

13. D. Action Items:

13. D. 1. Resolution #20-18: 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 February 2019.

RESOLUTION #20-18: 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 February 2019.

13. D. 2. Approval of 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 April/May 2019.

13. D. 3. Appointment of Food Service Management Company:

MOTION:

The School Business Administrator and Board Secretary call for a motion to appoint Nutri-Serve Food Management, Inc. to continue to operate the District’s Food Service Program for a period of one year commencing with the 2019-2020 school year with an option of four remaining one-year renewal options predicated on mutual agreement. The management fee is to be \$29,460.48.

Nutri-Serve will guarantee that the bottom line on the operational financial report for the school year will be at a profit of \$18,250.00. If the actual bottom line is a loss, Nutri-Serve will subsidize the bottom line of the District up to 100% of the management fee.

Background

Request for proposals were solicited from Food Service Vendors. Nutri-Serve requested to review the specifications. Nutri-Serve was the lone bidder on our District Food Service operation.

13. D. 4. Approval of Professional Services Between BCSSD and Westampton School District: *

MOTION:

The School Business Administrator and Board Secretary Call for a motion to approve the 2019-2020 school year professional services between BCSSD and the Westampton School District as services are needed.

13. D. 5. Approval of Homeless Student Tuition Contract: *

MOTION:

The School Business Administrator and Board Secretary call for a motion to approve a tuition contract with the Eastampton Township Board of Education (Sending District) for the 2018-2019 school year commencing September 7, 2018, with a tuition of \$12,699.00, relating to homeless student ID #3145836803.

13. D. 6. Approval of Homeless Student Special Education Tuition Contract: *

MOTION:

The School Business Administrator and Board Secretary call for a motion to approve a tuition contract with the Eastampton Township Board of Education (Sending District) for the 2018-2019 school year commencing September 7, 2018, with a tuition of \$13,416.00, relating to homeless student ID #2607678500.

13. D. 7. Approval of Renewal of Transportation Contracts: *

MOTION:

The School Business Administrator and Board Secretary call for a motion to renew the To and From school bus routes, late bus, and the sports and trips provided by Wills Bus Service for the 2019-2020 school year. The CPI rate for renewal of the transportation contracts for the 2019-2020 school year is 1.45%.

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 April 15, 2019 at the Westampton Middle School, 700 Rancocas Road, Westampton, New Jersey.

Tracy L. McGuire, Board Secretary