

WESTAMPTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

**JUNE 8, 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: * Regular Meeting/Public Hearing: May 4, 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 Quarterly 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: 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 Substitute Teachers/Support Staff/Custodians: None at this time.

11. A. 4. Approval of FMLA for Westampton Intermediate School Teacher: *

MOTION:

The Superintendent calls for a motion to approve FMLA for Staff Member ID# 3795148, whose name is on file in the Board of Education Office, beginning September 1, 2020. This staff member has an anticipated return date of November 24, 2020.

11. A. 5. Approval of Maternity Leave for Westampton Middle School Teacher: *

MOTION:

The Superintendent calls for a motion to approve Maternity Leave for staff member ID#24100851, whose name is on file in the Board of Education Office, beginning September 1, 2020. This staff member has an anticipated return date of January 4, 2021.

11. A. 6. Approval of Westampton Education Association Contract:

MOTION:

In collaboration with the Westampton Education Association, the Board Secretary and Superintendent calls for a motion to approve the Collective Bargaining Contract Agreement, effective July 1, 2020 through June 30, 2025.

11. A. 7. Contract for Mark Stratton – County Approved: *

The Superintendent Calls for a motion to issue a contract to Mark Stratton, Interim Business Administrator, as approved by the Executive County Superintendent, effective July 1, 2020 through June 30, 2021.

11. A. 8. Resolution #41-19: Appointments of Professional Services:

RESOLUTION #41-19:

THEREFORE, BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT the Board of Education should award contracts for the 2020-2021 school year, with competitive bidding, to procure professional services for the District pursuant to 18A:18A.5a (1) to the following:

Architect	Garrison Architects	\$150 hr for principal architects, \$125 hr for senior architects, \$110 hr project architects, \$95 hr project directors, rates as per Appendix A

Auditor	Inverso & Stewart Robert Inverso	\$25,800 General Annual Audit
Engineer	Dante Guzzi Engineering	\$144 hr principal engineer, \$140 hr associate engineer, \$136 associate planner, \$132 hr associate surveyor, \$133 hr senior project engineer, rates as per Schedule A
Environmental	Karl Environmental Group	Right to Know Program \$1,895, Education and Training: RTK \$600, Ahera \$400, Blood Bourne \$400
Physician	Columbus Family Physicians	\$1,600.00 a year
Solicitor	Parker McCay	\$175.00 an hour

11. A. 9. Approval of Summer CST Work:

MOTION:

The Superintendent calls for a motion to approve up to thirty-five (35) days in total of summer work at the 2020-2021 contracted rate to be shared by Felicia Miller, LDT-C (Learning Consultant); Lisa Bungarden, MSW (School Social Worker); and Ryan Gentek, Ed.S. (School Psychologist) to complete Child Study Team evaluations and hold IEP meetings over the summer as required.

11. A. 10. Approval of Summer CST Work:

MOTION:

The Superintendent calls for a motion to approve up to twenty (20) hours in total for summer work for teachers at the 2020-2021 contracted hourly rate to participate in Child Study Team meetings over the summer as needed.

Holly Hills School	Westampton Intermediate School	Westampton Middle School
Katie Halloran	Melissa Albanese	Lauren Greeby
Jessica Szalma	Michele Borgesi	Tiffany Coston
Lisa Priest	Steven Harper	John Condoleon
Angela Taylor	Jennifer Dennis	Carrie Cianfrone
Alexandra Glover	Stacey Zubrzyski	Carmen Friedman
Kristen Niemiec	Jessica Iacovitti	Connie Austin-Heredia
Jennifer Mullan	Linda Ordecki-Relevo	Cristina Burrows
Heather Colling	Kristen Wallace	
Danie Dotsey-Ramirez	Teressa Fircak	
Beatriz Kelsey		

Jessica Galvis		
Kelly Hudson		
Tina Eckert		
Maureen Collins		

11. A. 11. Approval of ESY Staff:

MOTION:

The Superintendent calls for a motion to approve Extended School Year (ESY) staff from July 6, 2020 to July 30, 2020 (Monday through Thursday; 9:00 to 11:30). Instruction will be delivered remotely and salary will be per contract for the 2020-2021 school year.

Job / Role	Name	Subject/Classroom	Hours
Teacher	Jessica Szalma	Self-Contained PSD	48
Teacher	Katie Halloran	Self-Contained AUT K-2	48
Teacher	Michael Rehn	Self-Contained AUT 3-7	48
Teacher	Alexandra Glover	Self-Contained LLD K-2	48
Teacher	Lisa Priest	Self-Contained LLD 2-3	48
Teacher	Jessica Iacovitti	Self-Contained LLD 4-6	48
Aide	Cathy Wolfe	Self-Contained PSD	48
Aide	Kathy Bardeer	Self-Contained AUT K-2	48
Aide	Beth Hansel	Self-Contained AUT 3-7	48
Aide	Vonetta McGee	Self-Contained LLD K-2	48
Aide	Sandra Peer	Self-Contained LLD 2-3	48
Aide	Tammy Hummel	Self-Contained LLD 4-6	48
Occupational Therapist	Christina Stewart	All	Up to 40 hours
Speech Pathologist	ESU Designee	All	Up to 60 hours

11. A. 12. Approval of Westampton Intermediate School Summer Secretarial Coverage:

MOTION:

The Superintendent calls for a motion to approve Sandi Pruss and Patrice Tolmayer to provide summer office support for WIS. Mrs. Pruss will provide up to fifty (50) hours in total between July 1-August 31, 2020 at a rate of \$21.27/hr. Mrs. Tolmayer will provide up to forty (40) hours in total between July 1-August 31, 2020 at a rate of \$21.27/hr.

11. B. Curriculum/Community Committee:

Members: Christopher Hamilton, Rayna Denneler, and Vanessa Nichols

11. C. Legislative/Policy Committee:

Members: Malcolm Whitley, Alan Hynes, and Suzanne Applegate

12. Information Items:

12. A. Fire/Security/Bus Drills:

None at this time.

12. B. Suspensions: * May 2020

12. C. Reports:

12. C. 1. Monthly Attendance Report: * May 2020

12. C. 2. Enrollment Report: * May 2020

12. D. Miscellaneous Action Items:

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

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

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

13. B. Cafeteria Report: * March 2020

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

13. D. Action Items:

13. D. 1. Monthly Reports of Board Secretary and Treasurer:*

RESOLUTION #37-19:

The School Business Administrator and Board Secretary call for a motion to approve the Secretary’s and Treasurer’s Reports which are in agreement as of April, 2020.

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 April, 2020.

13. D. 2. Mileage Reimbursement: None at this time.

13. D. 3. Approval of Transfer Resolution Number #38-19 *

MOTION:

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

13. D. 4. Approval of Bayada Nurse Agreement: *

MOTION:

The School Business Administrator and Board Secretary call for a motion to approve a contract with Bayada Nurses for the 2020-2021 school year to provide substitute nursing services at the rate of \$56.00 per hour on an as-needed basis. It is anticipated that the need to use these services would be only on an emergency basis.

13. D. 5. Resolution #39-19: Approval of Transfer of Current Year Surplus to Capital Reserve:

RESOLUTION:

WHEREAS N.J.S.A. 18A:21-2, N.J.S.A. 18A:7G-31 and N.J.S.A. 18A:7F-41 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the above aforementioned statues authorize procedures, under the authority of the Commissions of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpected appropriations into reserve accounts during the month of June by Board resolution; and

WHEREAS, the Westampton Township Board of Education wishes to transfer unanticipated excess current year revenue or unexpected appropriations from the general fund in a Capital Reserve account at year end, and

WHEREAS, the Westampton Township Board of Education has determined that (an amount not to exceed) \$500,000 is available for such purpose of transfer.

NOW, THEREFORE BE IT RESOLVED by the Westampton Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

13. D. 6. Resolution #40-19: Approval to Establish and Transfer of Current Year Surplus to Maintenance Reserve:

RESOLUTION:

WHEREAS, Administrative Code 6A;23A-14.2 provides that a board of education may establish, by resolution, a maintenance reserve account to use to implement required maintenance of the school district's facilities, and

WHEREAS, a board of education may establish or increase the balance in a maintenance reserve account by appropriating funds in the annual general fund budget or by appropriating unanticipated revenue and/or unexpended line-item appropriation amounts anticipated at year end,

NOW THEREFORE BE IT RESOLVED, that the Westampton Township Board of Education hereby directs the School Business Administrator to establish a Maintenance Reserve account in accordance with GAAP by transferring \$500,000 from unexpended/or unanticipated revenue prior to the close of the current school year.

13. D. 7. Approval of Landscaping Company:

MOTION:

The School Business Administrator and Board Secretary call for a motion to approve Jim Dunphy's Landscaping. This includes approximately 28 mows for each school, mulch, cleanup of court yards, and trimming of trees as needed. Jim Dunphy's was the lowest of three quotes received as follows:

	Holly Hills	WMS	Total
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Jim Dunphy's	17,750	13,950	31,700
McHugh's	21,630	16,380	38,010
Jay's	21,450	16,725	38,175

13. D. 8. 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 McKinney Vento Eligible Student #6559 attending Holly Hills School received from Lumberton Township School District, with an annual tuition of \$10,500 (prorated) commencing March 9, 2020.

13. D. 9. 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 2020-2021 school year. The CPI rate for renewal of the transportation contracts for the 2020-2021 school year is 1.70%.

13. D. 10. Approval of Renewal of Cooperative Pricing System: *

MOTION:

The School Business Administrator and Board Secretary call for a motion to renew participation in a Cooperative Pricing System with Camden County Educational Services Commission for the purchase of goods and services for the 2020-2021 school year.

13. D. 11. Approval of EPIC Health Services Agreement: *

MOTION:

The School Business Administrator and Board Secretary call for a motion to approve a contract with Epic Health Services, Inc. for 2020-2021 school year to provide nursing services for a preschool student at the rate of \$60/hour for an RN and \$50/hour for an LPN. Transportation services are \$115/trip.

13. D. 12. Approval of Joint Transportation Agreements: *

MOTION:

The School Business Administrator and Board Secretary call for a motion to approve Joint Transportation Agreements with the Burlington County Educational Services Unit to provide transportation of Special Education Summer School Bus Routes for the 2020-2021 school year.

13. D. 13. Approval of Joint Transportation Agreements: *

MOTION:

The School Business Administrator and Board Secretary call for a motion to approve Joint Transportation Agreements with the Burlington County Educational Services Unit to provide transportation of Special Education Winter Bus Routes for the 2020-2021 school year.

13. D. 14: Resolution #42-19 Increasing Bid Threshold:

RESOLUTION:

WHEREAS, Mark Stratton, School Business Administrator, possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$40,000 to **\$44,000**, effective July 1, 2020;

NOW, THEREFORE BE IT RESOLVED that the Westampton Township Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of **\$44,000** for the Board of Education, and further authorizes Mark Stratton, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

13. D. 15. Approval of School Breakfast and Lunch Prices:

MOTION:

The School Business Administrator and Board Secretary call for a motion to approve school breakfast and lunch prices for the 2020-2021 School Year:

Item	2019-2020	2020-2021
Student Breakfast	\$1.15	\$1.15
Student Breakfast - Reduced	\$0.30	\$0.30
Student Lunch	\$2.90	\$3.00
Student Lunch - Reduced	\$0.40	\$0.40
Student Lunch - Premium	\$3.15	\$3.25
Adult Lunch	\$3.65	\$3.75

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:

Christopher Hamilton

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, 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 June 8, 2020 via

telecommunications (instructions posted on www.westamptonschools.org) due to the restrictions set forth by Governor Murphy due to COVID-19.

Karen Greer, Board Secretary