WESTAMPTON TOWNSHIP BOARD OF EDUCATION

REORGANIZATION MEETING **January 3, 2018**
7:00 P.M.

AGENDA

1. Call to Order by the Board of Education Secretary: Tracy McGuire, Board Secretary

This meeting has been properly advertised in compliance with the requirements of the Sunshine Law.

2. Moment of Silence/Pledge of Allegiance: Tracy McGuire, Board Secretary

3. Board Member: Reorganization Tracy McGuire, Board Secretary

3. A. Administration of Oath of Office to Board Members:

3. A. 1. Administration of Oath of Office to Board Members to be sworn in: Three Year Term

Board Members Elect:
Rayna Denneler
Ryan Fagan
Vanessa Nichols

3. A. 2. Administration of Oath of Office to Board Member to be sworn in: One Year Term

Board Member Elect:
Malcolm Whitley

3. B. Election of School Board President: Tracy McGuire, Board Secretary

3. C. Election of School Board Vice-President: Tracy McGuire, Board Secretary

4. Roll Call: Tracy McGuire, Board Secretary

5. Welcome Visitors: BOE President

6. Approval of Minutes:* Regular Meeting: December 11, 2017

6. A. 1. Resolution #13-17: Acceptance of NJQSAC District Performance Reviews and Statement of Assurance:* Dr. Anthony Petruzzelli, Superintendent

RESOLUTION:

THEREFORE BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT The Quality Single Accountability Continuum (QSAC) is a statutorily-mandated system of school district performance assessment and is New Jersey's system of education accountability.

WHEREAS, QSAC was created in accordance with the Quality Single Accountability Continuum Act, adopted by the New Jersey Legislature in September 2005. Administrative regulations to implement QSAC were adopted by the Commissioner of Education.

WHEREAS, QSAC requires that every public school district in New Jersey assess their performance in five key areas:

- Instruction and Program
- Personnel
- Fiscal Management
- Operations Management
- Governance

NOW THEREFORE BE IT RESOLVED, that the New Jersey Quality Single Accountability Continuum (QSAC)—District Performance Reviews (DPRs) and Statement of Assurance, be and hereby is approved for submission to the NJDOE via the Executive County Superintendent of Schools.

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
Holly Hills School Report:	Rachel Feldman, Principal
Curriculum Report:	Jennifer Murray, Supervisor of Curriculum & Instruction
Special Services Report:	Debra Keeney, 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/Finance & Buildings/Grounds Committee: Board President

Committee members will be appointed by the Board of Education President.

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. Acceptance of Debts:
MOTION:
The Superintendent calls for a motion to accept the debts of the previous Board of Education.

11. B. Curriculum/Technology/Student Activities/Community Committee: Board President
Committee members will be appointed by the Board of Education President.

11. C. Legislative/Policy Committee: Board President
Committee members will be appointed by the Board of Education President.

11. C. 1. Adoption of Bylaws, Policy and Regulations:
MOTION:
The Superintendent calls for a motion to adopt the Policy and Regulations of the previous Board of Education.

11. D. Personnel Committee: Board President
Committee members will be appointed by the Board of Education President.

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

12. B. Enrollment Report:* December 2017

12. C. Fire/Security/Bus Drills:

School	Drill	Date	Zone/Time
Holly Hills Elementary	Fire Drill	12/1/17	Zone 5/81 sec.
Holly Hills Elementary	Lock Down	12/19/17	28 sec.
Westampton Middle	Fire Drill	12/19/17	Zone 1/82 sec.
Westampton Middle	Shelter in Place Drill	12/20/17	7 min.

12. D. Suspensions: None for December

12. E. Personnel Action Items:

12. E. 1. Approval of Home Instructors:
MOTION:
The Superintendent calls for a motion to approve teachers, Erin Dennison and Jessica Szalma, to provide up to ten (10) hours of home instruction for student ID #889486455 at the contracted rate of $40.61/hour.

12. E. 2. Approval of Leave of Absence:*
MOTION:
The Superintendent calls for a motion to approve a leave of absence to Carmen Bernier-Friedman, Westampton Middle School teacher, from December 19, 2017 through January 5, 2018. Carmen will utilize accumulated discretionary leave and personal leave days.

12. E. 3. Approval of Long Term Substitute:
MOTION:
The Superintendent calls for a motion to approve Katherine Mancivalano to continue as a Long-Term Substitute for Jamie Ferguson, Self-Contained Preschool Teacher, at a salary of $285.43/day (+21 days at Step 1 MA rate) from December 22, 2017 to February 19, 2018, pending approval of new employee.

12. E. 4. Approval of New Preschool Teacher:*
MOTION:
The Superintendent calls for a motion to approve Amanda Cutietta as a Preschool Teacher at a salary of $54,847 (BA +15). Mrs. Cutietta will replace Jamie Ferguson who resigned effective November, 2017.

12. E. 5. Approval of Home Instruction:
MOTION:
The Superintendent calls for a motion to approve, Matt Barone, to provide up to ten (10) hours of home instruction for student ID #6073615597 at a rate of $40.61 per hour. The rationale for this home instruction is based the student's refusal to attend school and to be in compliance with her IEP. Outside services are collaborating with the school for a return to WMS. The start date is immediately; the end date is unknown at this time.

12. E. 6. Approval of Change in Contract for Confidential Clerk:
MOTION:
The Superintendent calls for a motion to approve the change in contract of Jodi Flaherty, Confidential Clerk, to 12 hours a week with a salary of $15,781 (prorated), effective January 1, 2018.

12. E .7. Approval of Full Time Custodian:
Motion:
The Superintendent calls for a motion to approve, Christian Moody, as Full time custodian at a Salary of $35,135 No black seal license (prorated). To start pending approval of finger printing.

12. F. Program Action Items:

12. F. 1. Approval of Board of Education Meeting Dates:
MOTION:
The Superintendent calls for a motion to approve the following Board of Education Meeting Dates:

2018 BOE MEETING DATES		
February 12, 2018		August 13, 2018
March 12, 2018		September 10, 2018
April 9, 2018		Wednesday, October 10, 2018
May 14, 2018		November 12, 2018
June 11, 2018		December 10, 2018
June 25, 2018		Thursday, January 3, 2019 (Tentative Reorganization)

12. G. Student Action Items: None at this time.

12. G. 1. Approval of 6th Grade Trip:
MOTION:
The Superintendent calls for a motion to approve the following class trip:

Event	Grade	Date	Cost
NJ Renaissance Fair Liberty Lake Bordentown, NJ	6th Grade Trip	May 31, 2018	$11/student To be paid by student

12. G. 2. Approval of Ensemble Going to Rancocas Valley:
MOTION:
The Superintendent calls for a motion to approve the 8th Grade Music Students to go to Rancocas Valley to rehearse for regional side-by-side concert with RV.

Event	Grade	Date	Cost
8th Grade Music Rehearsal at Rancocas Valley	8th Grade Music Students	March 26, 2018 8:00 a.m. to 3:00 p.m.	No cost to student

12. H. Reports: None at this time.

12. I. Miscellaneous Action Items:

12. I. 1. 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.

12. I. 2. Resolution #14-17 Approval of Uniform State Memorandum of Agreement between Education and Local Law Enforcement:*

RESOLUTION:

THEREFORE BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT pursuant to N.J.A.C. 6A 16-6.2(b) 13-14, that the Uniform State Memorandum of Agreement between Westampton Township Public Schools and the Westampton Township Police Department, be approved for the 2017-2018 school year. Please note this MOA also includes the MOU – Security Camera Access Addendum.

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

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

13. B. Monthly Attendance Report:* December 2017

13. C. Cafeteria Report:* November 2017

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

13. D. Action Items:

13. D. 1. Resolution #15-17: 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 November 2017.

RESOLUTION #15-17: 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 November 2017.

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 January/February 2018.

13. D. 3. Resolution #16-17: Approval of the Public Agency Compliance Officer:

RESOLUTION #16-17:

THEREFORE BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT this Board of Education approve Anthony Petruzzelli, Superintendent of Schools as the Public Agency Compliance Officer (PACO). The PACO will be the point of contact for all matters concerning implementation and administration of the legal requirements of the Equal Employment Opportunity Mentoring Program.

13. D. 4. Designation of School Safety Specialist:*
MOTION:
The School Business Administrator and Board Secretary call for a motion to approve the designation of Dr. Anthony Petruzzelli as the School Safety Specialist for the Westampton Township School District pursuant to P.L. 2017 c. 162.

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 2017-2018 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.

18. A. Ethics Presentation by NJSBA Jesse Adams.

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 January 3, 2018 at the Westampton Middle School, 700 Rancocas Road, Westampton, New Jersey.

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Tracy L. McGuire, Board Secretary