The Regular Meeting of the Westampton Township Board of Education was called to order by President, Christina Daily at 7:00 PM in the Media Center of the Westampton Township Middle School. Mrs. Daily announced that the meeting had been advertised in compliance with the Sunshine Law. The Pledge of Allegiance was held and a moment of silence was observed.

The following Roll Call was taken:

Board Members Present:	Board Members Present:	Board Members Absent:
Mrs. Christina Daily	Mr. Mark Elberfeld	None
Mrs. Melanie Logan	Mr. Gil Gehin-Scott	
Mrs. Suzanne Applegate	Mrs. Linda Hynes	
Mr. Dan Dole	Dr. Vanessa Nichols	
	Mr. Justin Wright	

Administrators Present:		
Mrs. Virginia Grossman	Dr. Rachel Feldman	Ms. Tracy McGuire
Mr. Matt Andris	Mrs. Debra Keeney	Mrs. Jennifer Murray

Mrs. Daily welcomed visitors to the meeting.

5. Mr. Dole moved, seconded by Dr. Nichols to approve the minutes of the Reorganization Meeting held on February 8, 2016. All Ayes with Mrs. Logan abstaining.

6. Presentations:

6. A. 1. Recognition of Student Auditions for and Participation in the South Jersey Middle School Band and Orchestra:

THEREFORE BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT this Board of Education supports the arts as an integral part of positive academic achievement.

WHEREAS, the Board of Education does hereby commend and recognize the following Westampton Middle School students for their auditions for, and participation in, the South Jersey Band and Orchestra:

WMS Student	**Instrument**
Kaitlyn Oliveri	Auditioned: Alto Sax
Brinda Patel	Auditioned: Flute
Gabriella Wilson	Auditioned: Flute
Justine Simmons	Accepted: French Horn
Nicholas Morgan	Accepted: Trumpet

WHEREAS, our students are acknowledged for their outstanding musical achievement and their positive representation of Westampton Middle School and the Westampton Township School District. Congratulations.

6. A. 2. Student Presentation: Persuasive Letter Advocating for School Uniforms:

7. Executive Session: None at this time.

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:	Rachel Feldman, Principal
Curriculum Report:	Jennifer Murray, Supervisor of Curriculum & Instruction
Special Services Report:	Debra Keeney, Supervisor of Special Services
Superintendent's Report:	Virginia M. Grossman
Facilities Report:*	Tracy McGuire, Board Secretary

9. Public Comment on Agenda Items Only:

Ms. Susan Oliveri questioned what the extracurricular contract for Chorus was for. Mrs. Grossman responded stating Mrs. Makos was on maternity leave, Mary Onopchenko was approved as a Long Term Maternity/Family Leave Substitute.

Ms. Maricee Roderick spoke stating she had purchased a book that she would like the District to use in their curricula. Mrs. Murray, Supervisor of Curriculum and Instruction, will review the book.

10. Correspondence: None at this time.

11. Board of Education Committee Reports:

11. A. Budget/Finance & Buildings/Grounds Committee: Daniel Dole, Chairperson
Mark Elberfeld, Melanie Logan, Suzanne Applegate

The Budget/Finance & Buildings/Grounds met on February 29, 2016 to review budget proposals for the 2016-2017 school year. We will meet again on Monday, March 21, 2016.

11. A. 1. Mr. Elberfeld moved, seconded by Mr. Dan Dole to approve payment of the bills as presented. Roll Call Vote: All Ayes.

11. A. 2. Dr. Nichols moved, seconded by Mr. Dan Dole to approve payment of the cafeteria bills as presented. Roll Call Vote: All Ayes.

11. B. Curriculum/Technology/Student Activities/Community Committee: Vanessa Nichols, Chairperson
Suzanne Applegate, Justin Wright, and Melanie Logan

The Curriculum Committee met on February 22, 2016. Our committee visited Holly Hills Elementary School's family Literacy Night and then met to review disaggregated, district-wide PARCC data. We are scheduled to meet on Monday, April 25, 2016.

11. C. Legislative/Policy Committee: Linda Hynes, Chairperson
Justin Wright, Gil Gehin-Scott, and Mark Elberfeld

The Legislative/Policy Committee will meet on Monday, April 18, 2016. We met this evening to continue our work on the Policy Wellness Check. We also met on Tuesday, February 16, 2016 to review revised and proposed policy and regulation as follows:

11. C. 1. Mr. Dole moved, seconded by Mr. Elberfeld to approve the first reading of the following Board of Education Policy. All Ayes.

POLICY	TOPIC
1240	Evaluation of Superintendent – Policy M (M=Mandated)
1240	Evaluation of Superintendent – Regulation M
3150	Discipline- Policy
3152	Withholding an Increment- Policy
3221	Evaluation of Teachers – Policy M
3221	Evaluation of Teachers – Regulation M
3222	Evaluation of Staff Members Excluding Teachers and Administrators – Policy M
3222	Evaluation of Staff Members Excluding Teachers and Administrators – Regulation M
3223	Evaluation of Administrators Excluding Principals, Vice Principals and Assistant Principals. M
3223	Evaluation of Administrators Excluding Principals, Vice Principals and Assistant Principals. Regulation M
3224	Evaluation of Principals, Vice Principals and Assistant Principals. –Policy M
3230	Outside Activities- Policy
3270	Professional Responsibilities- Policy
3310	Academic Freedom- Policy
3370	Teaching Staff Member Tenure- Policy
3425	Work Related Disability Pay- Policy
3431.1	New Jersey's Family Leave Insurance Program- Policy
3433	Vacations- Policy
3439	Jury Duty- Policy
4431.1	Family Leave – Policy M
5337	Service Animals
5516	Use of Electronic Communication and Recording Devices - Policy M

11. C. 2. Mr. Dole moved, seconded by Mrs. Applegate to approve the second reading and subsequent adoption of the following Board of Education Policy. All Ayes.

POLICY	TOPIC
3283	Electronic Communications Between Teaching Staff Members and Students
4383	Electronic Communications Between Support Staff Members and Students

11. D. Personnel Committee: Gil Gehin-Scott, Chairperson
Vanessa Nichols, Dan Dole, and Linda Hynes

The Personnel Committee met on March 7, 2016 to review staffing considerations for the 2016-2017 school year. We are scheduled to meet on Monday, June 6, 2016.

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

12. B. Enrollment Report: February 2016

12. C. Fire/Security/Bus Drills:

School	Drill	Date	Zone/Time
Holly Hills Elementary	Lock Door Drill	2/19/2016	31 seconds
Holly Hills Elementary	Fire Drill	2/22/2016	Zone 7, 1 minute 26 seconds
Westampton Middle	Lock Door Drill	2/18/2016	7 minutes
Westampton Middle	Fire Drill	2/19/2016	Zone 2, 54 seconds

12. D. Suspensions: February 2016

12. E. Personnel Action Items:

At the recommendation of the Superintendent Mr. Dole moved, seconded by Mrs. Logan to approve as a Single Consent Vote Items 12. E. 1 through 12. E. 6.
Roll Call Vote: All Ayes.

12. E. 1. The Superintendent called for a motion to approve the revised date for Maternity Leave/Child Rearing Leave for WMS Teacher, Jenna Makos. She is changing her first day of leave from March 14, 2016 to February 29, 2016 per her doctor's note. Her anticipated return date will remain September 1, 2016.

12. E. 2. The Superintendent called for a motion to approve the revised date for Maternity Leave/Child Rearing Leave for Holly Hills School Counselor, Danica Carmichael. She is changing her first day of leave from February 19, 2016 to February 17, 2016. Her anticipated return date will remain June 6, 2016.

12. E. 3. The Superintendent called for a motion to approve Maternity Leave/Child Rearing Leave for Holly Hills Teacher, Kristen Goduto beginning September 1, 2016. Kristen Goduto will be utilizing 20 sick days from September 1, 2016 through September 29, 2016. She will then use New Jersey Family Leave and Federal Family Leave and return to work on January 3, 2017.

12. E. 4. The Superintendent called for a motion to approve Mary Onopchenko, Long Term Music Substitute at the Westampton Middle School, as Chorus Director Substitute for Jenna Makos during her Maternity Leave, at a stipend of $220.00 (20% of $1,100.00).

12. E. 5. The Superintendent called for a motion to approve Jodi-Lynn Flaherty as a Part-Time Confidential Data Clerk at a salary of $25,000.00, pro-rated. She will begin work on May 23, 2016.

12. E. 6. The Superintendent called for a motion to approve Lisa-Anne Priest as a Long Term Substitute at Westampton Middle School from March 24, 2016 to May 31, 2016, to replace Deborah Gohaner who is on maternity leave. Lisa is currently a Long Term Substitute for Julia England. She is currently past day 21 and will continue to be paid as Step 1, BA at $267.47 per day.
12. F. Program Action Items:

12. F. 1. Mrs. Logan moved, seconded by Mr. Dole to approve Virginia M. Grossman as the Affirmative Action Officer. All Ayes.

THEREFORE BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT this Board of Education appoint Virginia M. Grossman as the AFFIRMATIVE ACTION OFFICER for the year beginning April 30, 2016 through the next reorganization meeting (18A:17-5).

12. F. 2. Affirmation of Comprehensive Equity Plan Needs Assessment:

THEREFORE BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT this Board of Education authorizes the Affirmative Action Officer to conduct a needs assessment to develop a Comprehensive Equity Plan by April 1, 2016.

12. F. 3. Mr. Dole moved, seconded by Mrs. Logan to approve the submission of the Comprehensive Equity Plan for the 2016-2017 school year. All Ayes.

THEREFORE BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT this Board of Education authorizes Affirmative Action Officer to the submit a Comprehensive Equity Plan by April 1, 2016; and WHEREAS, the Affirmative Action Office has developed a Comprehensive Equity Plan. NOW, THEREFORE BE IT RESOLVED, by the Westampton Board of Education that the Affirmative Action Officer is authorized to submit a Comprehensive Equity Plan for the 2016-2017 school year.

12. G. Student Action Items:

At the recommendation of the Superintendent Mrs. Logan moved, seconded by Mr. Dole to approve as a Single Consent Vote Items 12. G. 1 through 12. G 5.
Roll Call Vote: All Ayes with Mrs. Hynes abstaining from 12. G. 3.

12. G. 1. The Superintendent called for a motion to approve WMS Teacher Barbara Carty, to provide one (1) hour per week of Social Studies instruction for student ID #8373500841, through April 1, 2016 at a rate of $40.61 per hour.

12. G. 2. The Superintendent called for a motion to approve participation in the Adopt-An-Animal program with the Jenkinson's Aquarium. Second grade students and their families will donate any spare "change to make a change" to become part of the effort to conserve and protect wildlife. By doing so, we hope to raise awareness for those animals that are endangered, or threatened to become endangered. This project is aligned with the Second grade Ocean Unit, as well as the Language Arts strategies of Cause and Effect and Persuasive Writing.

12. G. 3. The Superintendent called for a motion to approve HH Teacher Megan Jedwabny to provide 10 hours of Home Instruction for student ID #2915269640, at a rate of $40.61 per hour.

12 G. 4. The Superintendent called for a motion to approve a parent request to have Jessica Fedezko, an outside BCBA (Board Certified Behavioral Analyst) from Positive Reinforcement ABA Therapy to observe student SID #573133441 in the preschool class at Westampton Middle School. There is no cost to Westampton Township Public Schools.

12. G. 5. The Superintendent called for a motion to approve the following field trips for the 2015-2016 school year:

Grade	Field Trip	Date	Time	Cost
Pre School Morning Sessions	Paws Nature Center, Mount Laurel	4/22/16	9:30 a.m. to 10:45 a.m.	$6
Pre School Afternoon Sessions	Paws Nature Center, Mount Laurel	4/22/16	1:00 p.m. to 2:15 p.m.	$6

12. H. Reports: None at this time

12. I. Miscellaneous Action Items:

12. I. 1. Mr. Dole moved, seconded by Mr. Elberfeld to approve the Facilities Use Calendars for Holly Hills and Westampton Middle School, respectively. All Aye.

12. I. 2. Mr. Dole moved, seconded by Mr. Elberfeld to approve a "Denim for Dinner" fundraiser where staff can make a $5 donation to wear jeans on Wednesday, March 23, 2016. Proceeds will help to defray the cost of the Class of 2016 Eighth Grade Awards Dinner in June. Roll Call Vote: All Ayes.

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

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

13. B. Monthly Attendance Report: February 2016

13. C. Cafeteria Report: January 2016

13. C. 1. Building Inspection Reports:

Building	Date	Signatures
Holly Hills Elementary School	March 3, 2016	Rachel Feldman/Jason Tuttas
Westampton Middle School	March 3, 2016	Matthew Andris/Bruce Stranahan

13. D. Action Items:

13. D. 1. Mrs. Logan moved, seconded by Mrs. Hynes to approve Resolution #14-15, the Secretary's and Treasurer's Reports which are in agreement as of January 2016. Roll Call Vote: All Ayes.

RESOLUTION #14-15: 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€ 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 January 2016.

At the recommendation of the Superintendent Mr. Dole moved, seconded by Mr. Elberfeld to approve as a Single Consent Vote Items 13. D. 2 through 13. D. 8.
Roll Call Vote: All Ayes.

13. D. 2. The School Business Administrator and Board Secretary called for a motion to approve mileage reimbursement consistent with employment contracts and Board Policy for the months of March/April 2016.

13. D. 3. The School Business Administrator and Board Secretary called for a motion to approve a contract with Strauss Esmay Associates, LLP, School Policy & Regulation Consultants, for the District's online/policy alert support system. The fees are as follows:

Strauss Esmay	
Initial set-up fee for DISTRICTOnline, one-time fee	$1,000.00
2015-2016 Annual Fee for DISTRICTOnline	$1,595.00
NOTE: The District is not participating in the PUBLICACCESSOnline as District Bylaws and Policies are available on our District website.	

13. D. 4. The School Business Administrator and Board Secretary called for a motion to approve the submission of the 2016-2017 Annual School Budget to the County Office.

THEREFORE BE IT RESOLVED BY THE WESTAMPTON TOWNSHIP BOARD OF EDUCATION THAT the Board of Education approves a School District Budget for the 2016-2017 school year for submission to the Executive County Superintendent as follows:

	Budget	Levy	Tax Rate
Total General Fund	$13,728,238	$9,364,561	0.8105
Special Revenue	$352,360	0	N/A
Debt Service Fund	$646,125	$623,609	0.0540
Total	$14,726,723	$9,988,170	0.8645

13. D. 5. The School Business Administrator and Board Secretary called for a motion to approve an Agreement for One-On-One Teacher Assistant, S. Voza, at the Burlington County Special Services School District for student #2319389866 for the 2015-2016 school year commencing September 3, 2015 and terminating on November 16, 2015. The cost of the teacher assistant will be $37,000.00 per year, pro-rated to the number of days the student actually attended.

13. D. 7. The School Business Administrator and Board Secretary called for a motion to approve a Special Education Tuition Contract Agreement with the Eastampton Township Board of Education (sending district) for the 2015-2016 school year commencing January 11, 2016 for student #5626. The Sending District agrees to pay a prorated tuition charge of $9,792.00 ($54.40 per diem).

13. D. 8. The School Business Administrator and Board Secretary called for a motion to approve a Special Education Tuition Contract Agreement with the Eastampton Township Board of Education (sending district) for the 2015-2016 school year commencing February 22, 2016 for student #5660. The Sending District agrees to pay a prorated tuition charge of $9,792.00 ($54.40 per diem).

13. Unfinished Business: None at this time.

14. New Business:

14. A. 1. Mrs. Applegate moved, seconded by Mrs. Logan to approve Substitute Teachers/Support Staff/Custodians, for the 2015-2016 School Year. All Ayes.

15. Public Comment on Non-Agenda Items Only:

Ms. Malecki, School Guidance Counselor, spoke about all the fundraising for the Westampton Township Police Department K-9 Unit. Please come out and support a great cause.

16. Board President's Report: Christina Daily

17. Executive Session Resolution: None at this time.

Discussion regarding 18. A. 1. The following was statement from President, Christina Daily.

"Ms. Pena-Jedwabny is an alternate route candidate, whose criminal history paperwork was not completed in time for the August Board meeting in summer of 2014. Ms. Pena-Jedwabny was not on contract at the time of the summer 2014 in-service, so, to show good faith, the board approved paying her hourly for her first in-service days. Ms. Pena-Jedwabny started her contract on September 9, 2014.

In summer of 2015, Ms. Pena-Jedwabny was on salary. Past practice illustrates that there has never been a request for payment from a part time employee for professional development. A request for hourly pay for the entire day was submitted by Ms. Pena-Jedwabny, stating that an administrator told her to do what she did last year. The previous was a special circumstance, requiring board approval, as this employee was not yet on salary. Ms. Pena-Jedwabny was paid her salary to work the day. August 31 took the place of Friday, September 4 as per past practice and WEA vote to come in before September 1.

The payment was denied in September, based on past practice. Please be advised that a memo was submitted to the Superintendent, <u>not a grievance</u>, asking when payment would be made.

At this time the Board is denying this request on the premise of past practice in support of the Superintendent's recommendation. The Board would be willing to meet with the WEA if it is their wish to continue to discuss and review past practice policies."

18. Open Session: None at this time.

18. A. 1. Mr. Dole moved, seconded by Dr. Nichols to discuss the request for additional pay for the 2015-2016 Day 1 Opening Professional Development session submitted by part-time ELL teacher, Jennifer Pena Jedwabny. Roll Call Vote: All agreed not to pay for additional pay.

19. There being no other business to come before the Board, Mr. Dole moved, seconded by Mrs. Logan to adjourn the meeting at 7:50 PM. Roll Call Vote: All Ayes.

_____
Tracy L. McGuire, Board Secretary

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 March 14, 2016 at the Westampton Middle School, 700 Rancocas Road, Westampton, New Jersey.

_____

Tracy L. McGuire, Board Secretary