

Meetings:**6:00 p.m. – N.J.S.B.A. Training, School #1 All-Purpose Room****7:00 p.m. – Executive Session, School #1, Faculty Room****8:00 p.m. – Public Meeting, School #1, All-Purpose Room**

Southampton Township Board of Education

“Building a Tradition of Excellence”

Southampton, New Jersey 08088

“Statement to the Public”

Please be advised, that often it may appear to members of our audience that the Board of Education takes action with very little comment, and in many cases a unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate Board committee. The members of the Board committee work with the administration and the Superintendent to assure that the members fully understand the matter. When the committee is satisfied that the matter has been thoroughly researched, it is presented to the Board of Education for discussion prior to any final action being taken. Only then, is it placed on the agenda for action at a public meeting.

CALL TO ORDER:

This meeting is held in compliance with N. J. S. A. 10:4-6. A schedule of meetings was posted in all schools and the township municipal building and advertised in the *Burlington County Times* on January 16, 2018, and *The Central Record* on January 18, 2018.

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: J. Hicks _____ Vice-President: J. Potter _____
 D. Bozarth _____ J. Caputo _____ R. Hann _____ M. Phillips _____
 S. Phillips _____ L. Rickborn _____ B. Wright _____

Mr. Jesse Adams, New Jersey School Boards Association (NJSBA) Field Service Representative will facilitate the following NJSBA Training workshop:

- Ethics Training

Training concludes at 7:00 PM, whereby the Board will enter into Executive Session.

MOTION FOR EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS DURING EXECUTIVE SESSION: (Special education teaching position status report, STEA Negotiations, a teacher retirement, and personnel attendance at workshops).

Time: _____ p.m. Motion _____ Second _____ Roll Call/Vote _____

MOTION TO CLOSE EXECUTIVE SESSION AND RETURN TO PUBLIC SESSION: THE BOARD OF EDUCATION DISCUSSED THE FOLLOWING ITEMS DURING EXECUTIVE SESSION: (Special Education teaching position status report, STEA Negotiations, a teacher retirement, and personnel attendance at workshops)

Time: _____ p.m. Motion _____ Second _____ Roll Call/Vote _____

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: J. Hicks _____ Vice-President: J. Potter _____
 D. Bozarth _____ J. Caputo _____ R. Hann _____ M. Phillips _____
 S. Phillips _____ L. Rickborn _____ B. Wright _____

PUBLIC NOTICE OF MEETING:

This meeting is held in compliance with N. J. S. A. 10:4-6. A schedule of meetings was posted in all schools and the township municipal building and advertised in the *Burlington County Times* on January 16, 2018, and *The Central Record* on January 18, 2018.

SALUTE TO THE FLAG**COMMUNITY TOPICS: Teachers of the Year 2017-2018**

- Nola Tosti, School #1
- Hayley Delrossi, School #2
- Gary Winkelman, School #3

STUDENT RECOGNITION:

Kindergarten	Isla Kanaly, Ashton Ruhland
Grade 1	Tyler Albany, Bradley Hoffman
Grade 2	Teagan Bodnar, Jaymeson DeCamp
Grade 3	Julia Montes
Grade 4	Elise Albany
Grade 5	Angelo Mejia-Ranno
Grade 6	Jordan DuBois
Grade 7	Ashley Grello
Grade 8	Sam Ross

EMPLOYEE OF THE MONTH RECOGNITION:

- Mrs. Janine Metzger – School #1 Art / Music Teacher
- Mr. Randall Meyer – School #2/#3 Physical Education Teacher

OTHER RECOGNITION: BOE Member Service Recognition – Mr. Arnold Harrison**PUBLIC COMMENT ON AGENDA:**

Members of the public are invited to submit comments pertaining only to the Board agenda during this public comment portion of the meeting. General comments, not necessarily pertaining to the agenda, are invited to be submitted during the public comment portion at the end of this meeting. The Board, pursuant to the Open Public Meetings Act, will not publicly discuss personnel matters and may choose not to respond to comments made by members of the public during this portion of the meeting; however, the Board will give all comments appropriate consideration and

will refer all individual complaints to the Superintendent of Schools or Administration for resolution. Each citizen will be allotted up to three (3) minutes to speak, in order to allow everyone an opportunity to express their opinions or concerns.

CORRESPONDENCE (WHITE)

LETTERS:

*To: Bus #10 Parents/Guardians, Mrs. Barbara Godfrey, Re: Bus Driver & Aide Issues.

*From: Southampton, Mayor James F. Young, Re: Holiday Concert Thank You.

THANK YOU NOTES:

*APPROVAL OF MINUTES: December 18, 2017 Regular and Executive (PINK)

ROLL CALL: BOARD OF EDUCATION MEMBERS:

Motion _____ Second _____ Roll Call/Vote _____
 President: J. Hicks _____ Vice-President: J. Potter _____
 D. Bozarth _____ J. Caputo _____ R. Hann _____ M. Phillips _____
 S. Phillips _____ L. Rickborn _____ B. Wright _____

APPROVAL OF MINUTES: January 2, 2018 Organization Meeting (PINK)

ROLL CALL: BOARD OF EDUCATION MEMBERS:

Motion _____ Second _____ Roll Call/Vote _____
 President: J. Hicks _____ Vice-President: J. Potter _____
 D. Bozarth _____ J. Caputo _____ R. Hann _____ M. Phillips _____
 S. Phillips _____ L. Rickborn _____ B. Wright _____

REPORT OF THE BOARD SECRETARY: (PINK)

1. Information Items:

1.1 •

2. Action Items:

It is recommended that the Board:

2.1 Approve transfers

*Line items for the month of January 2018 as approved by Superintendent

*Line items between December 2017 and January 2018 meetings as approved by Superintendent

2.2 Authorize the following payments:

*Authorize the payment of the January 2018 bill list in the amount of \$408,926.61

2.3 *Interim Check Register and Electronic Fund Transfers for the period of December 15, 2017 and January 19, 2018 in the amount of \$710,465.73

2.4 *Accept the **Board Secretary's Report** for the month of November 2017, which is in agreement with the Treasurer's report

2.5 *Accept the Treasurer's Report for the month of December 2017, which is in agreement with the Board Secretary's report

2.6 Approve the Board Secretary's Monthly Certification Budgetary Line Item Status. Pursuant to **NJAC 6A:23-2.1(c)3**, I certify that, as of December 2017, no budgetary line item account has encumbrances and

expenditures, which in total exceed the line item appropriation in violation of **NJAC 6A:23-2.11(a)**.

- 2.7 And certify the Board of Education's Monthly Certification Budgetary Major Account/Fund Status Pursuant to **NJAC 6:A23-2.11(c) 4**, we certify that, as of December **2017**, after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials and the treasurer's monthly financial reports, that to the best of our knowledge, no major account or fund has been over expended in violation of the **NJAC 6:A:23-2.11(b)** and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

- 2.8 *Accept Revenue Account Status Report for December 2017

- 2.9 *Accept December 2017 NutriServe Cafeteria Report and authorize Check Register in the amount of \$19,153.72

Motion to approve (items #2.1-2.9) _____ Second _____ Roll Call/Vote _____

REPORT OF THE SUPERINTENDENT: (BUFF)

1. *Special Services Department

1.1 Information Items:

- The Parents Advisory Group met on 1/18/18 and the presenter was Mrs. Suzanne Kutsmeda

2. Harassment, Intimidation and Bullying Report – No Incidents
3. Curriculum Director's Report – No Report
4. *Nurses' Reports
5. *Fire and Security Drill Reports
6. *Suspension Reports
7. Bus Evacuation Drill – None

Motion to accept reports (items #4-6) _____ Second _____ Roll Call/Vote _____

8. *2017-2018 School District Goals

- 8.1 K-5 Reader's Workshop Implementation
- 8.2 K-8 I-STEAM Program Enhancements
- 8.3 RtI/I&RS Program Revisions & Training

Motion to accept the 2017-2018 District Goals Status Reports (items #8.1-8.3)
 _____ Second _____ Roll Call/Vote _____

9. Class Trip (not including transportation)

- 8th Grade, Esther Raab Holocaust Museum & Goodwin Education Center, Cherry Hill, NJ, 04/12/18, \$510.00
- PreSchool to Seneca High School, 03/23/18, NC

- 8th Grade, New Lisbon Developmental Center, New Lisbon, NJ
02/13/18, NC
- 5th Grade to Mt. Holly Soup Kitchen – 02/23/18, NC

Motion to approve class trips (item #9) _____ Second _____ Roll Call/Vote _____

10. *Enrollment – January 15, 2018

10.1 Total school enrollment = 713 (PSD-Grade 8, including in-district special education)

10.2 Special Education = 162

- Resident students in-district = 124
- Speech & Language only = 21
- Out of District Placements = 17

COMMITTEE REPORTS: (GREEN)

1. Personnel / Student Services (Chairperson: B. Wright, R. Hann and D. Bozarth)

*(Personnel / Student Services Committee Meeting Agenda – No Meeting

1.1 Superintendent's Recommendation for Employment: None

1.2 Retirement

- Ms. Donna Banes, Grade 4 Teacher, Effective 06/30/18, with regrets.

1.3 Workshops

- Employee #1259, PEOSH/NJADP 2017-18 Indoor Air Quality Training, Burlington Fire Academy, Westampton, NJ, 01/12/18, NC
- Employee #1259, 2018 NJSBGA Expo/NJPMA Conference, Harrah's, Atlantic City, 03/12-14/18, N/C
- Employee #1202, Association of Governmental Risk Pools Governance & Leadership Conference, San Diego, CA, March 4-8, 2018 N/C
- Employees #2025 & #15245, Using Data to Move It & Prove It, South Brunswick BOE Building, Monmouth Junction, NJ, 01/23 & 01/30/18 \$700.00
- Employees #2025, #15245 and #1169, PARCC District Test Coordinator and District Technology Coordinator Training; Monroe Township, NJ, 03/05/18, NC

ROLL CALL: BOARD OF EDUCATION MEMBERS:

Motion to approve (items # 1.2 -1.3) _____ Second _____

President: J. Hicks ____

Vice-President: J. Potter ____

D. Bozarth____ J. Caputo____ R. Hann____ M. Phillips____
 S. Phillips____ L. Rickborn____ B. Wright____

2. Curriculum / Policy (Chairperson: S. Phillips, M. Phillips, L. Rickborn)

(Curriculum / Policy Committee Meeting Agenda – No Meeting)

2.1 *2017-2018 School Level Objectives

- School #1: During the 2017-2018 school year, 90% of grade one students will achieve a 50% increase in at least three identified areas of need on the Narrative Writer's Workshop rubric. These components consist of Structure, Development, and Language Conventions.
- School #1: During the 2017-2018 school year at least 80% of grade two students will increase their independent reading performance by two reading levels on the Fountas and Pinnell benchmarking assessment.
- School #2: During the 2017-2018 school year at least 80% of grade three students will increase their independent reading performance by two reading levels on the Fountas and Pinnell benchmarking assessment.
- School #3: During the 2017-2018 school year at least 80% of the students in grade seven will attain a 75% or better on the math assessment identified strand.

Motion to accept the 2017-2018 School Level Objectives status reports (item # 2.1)

____ Second____ Roll Call/Vote____

3. Budget / Finance /Facilities (Chairperson: J. Potter, J. Caputo and J. Hicks)
 Administrative Facilitator - B. Godfrey

*(Budget / Finance / Facilities Committee Meeting Agenda – No meeting)

3.1 Information Items:

- Budget development for Fiscal Year 2018-2019 is ongoing.
- Committee to meet with Superintendent Harris and Business Administrator B. Godfrey, February 7th, 8th or 13th
- State aid notices will be distributed in March, with actual date TBD, will need a special meeting of the Board of Education to adopt tentative budget for submittal to the NJDOE. Possible dates are Monday March 12, 2018, Tuesday March 13, 2018 and Wednesday March 14, 2018.

3.2 Action Items: None

4. President's Council (J. Hicks, J. Potter and M. Harris)

Committee appointments:

Negotiations:

- Jennifer Potter, Chairperson
- Joseph Caputo
- Russell Hann
- Betty Wright

- Donald Bozarth, Alternate

Employee of the Month Committee:

- Suzanne Phillips, Chairperson
- Donald Bozarth
- Marie Phillips
- Jeffrey Hicks, Alternate

New Jersey School Boards Association Delegate:

- Russell Hann
- Suzanne Phillips, Alternate

Legislative Chairperson:

- Joe Caputo
- Jeffrey Hicks, Alternate

Burlington County School Boards Association Representative to Executive Committee:

- Louise Rickborn
- Jeffrey Hicks, Alternate (County Vice President)

4.1 2017-2018 Board of Education Goals

- **Goal #1:** The Board of Education will develop an action plan to enhance its governance and operations through participation in the NJSBA Academy Program to achieve **The Carole E. Larsen Master Board Certification** by June 30, 2018.
(President Hicks and Vice-President Potter)
- **Goal #2:** The Board of Education will use effective fiscal planning, including reserving funds in capital reserve and the regular budgetary process to address long-range facility needs pertaining to the demolition of existing storage facilities and the construction of a new storage facility.
(Budget / Finance / Facilities Committee)
- **Goal #3:** The Board of Education will develop an action plan to delineate the parameters and timeline for negotiations with the Southampton Township Education Association, Southampton Administrators / Supervisors Association and the support staff to ensure that successor collective bargaining agreements are reached.
(Personnel / Student Services Committee)
- **Goal #4:** The Board of Education will develop and implement an action plan to update the Long Range Facilities Plan and the Demographic Study by June 2018.
(Budget / Finance / Facilities Committee)

Motion to accept the 2017-2018 Board of Education Goals Status Reports (Item #4.1)

Motion _____ Second _____ Roll Call/Vote _____

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: J. Hicks _____ Vice-President: J. Potter _____
 D. Bozarth _____ J. Caputo _____ R. Hann _____ M. Phillips _____
 S. Phillips _____ L. Rickborn _____ B. Wright _____

OLD BUSINESS:**NEW BUSINESS:****PUBLIC COMMENTS:**

Members of the public are invited to submit any general comments during this public comment portion of the meeting. The Board, pursuant to the Open Public Meetings Act, will not publicly discuss personnel matters and may choose not to respond to comments made by members of the public during this portion of the meeting; however, the Board will give all comments appropriate consideration and will refer all individual complaints to the Superintendent of Schools or Administration for resolution. Each citizen will be allotted up to three (3) minutes to speak, in order to allow everyone an opportunity to express their opinions or concerns.

MOTION FOR EXECUTIVE SESSION: (Personnel, STEA Negotiations, Legal)

Time: _____

Motion _____ Second _____ Roll Call/Vote _____

MOTION TO CLOSE EXECUTIVE SESSION:

(Personnel, STEA Negotiations, Legal)

Time: _____ p.m.

Motion _____ Second _____ Roll Call/Vote _____

ADJOURNMENT: Time: _____ p.m.
Motion _____ Second _____ Roll Call/Vote _____

NOTE: Committee Meetings & Dates

Committee	Date	Time	Location
Budget /Finance/Facilities	02-26-2018	7:00	School #1 Office Conference Room
Personnel / Students Services	02-26-2018	7:00	School #1 Faculty Room
Curriculum / Policy	TBD	TBD	TBD

Next Board of Education Meetings:**NJSBA Training Session – February 26, 2018, 6:00 p.m. School #1 All Purpose Room****Regular Session – February 26, 2018, 8:00 p.m. School #1 All Purpose Room**

Miscellaneous inserts (GOLDENROD) –

*Documents attached – **Burlington County Times**

Program aims to educate parents on drug trends. 01/12/2018

Community steps up after firefighter loses home in blaze. 01/09/18

Upcoming Events – Dates to Remember**January**

- 22 Board of Education Meeting – School #1 APR 6:00 NJSBA Training & BOE Meeting 8:00 PM
- 23 Family Science School #2 APR 7:00-8:30 PM
- 23 Beginning of Submission for Report Cards – School #3
- 25 Winter Concert – School #2 – 7:00 PM
- 30 Family Science School #2 APR 7:00-8:30 PM
- 31 Family Math School #2 APR 6:30-8:00 PM

February

- 1 Family Math School #2 APR 6:30-8:00 PM
- 2 Groundhog Day
- 6 Family Science School #2 APR 7:00-8:30 PM
- 6 Report Cards Distributed School #3
- 7 Interim Report Cards Distributed – Schools #1 & #2
- 7 Family Math School #2 APR 6:30-8:00 PM
- 8 Sports Awards – 7:00 PM APR
- 12 Abraham Lincoln – Birthday
- 12 PTA Executive Board Meeting – 6:30 Media Center
- 13 Family Science School #2 APR 7:00-8:30 PM
- 14 Valentine's Day
- 14 Family Math School #2 APR 6:30-8:00 PM
- 16 Staff Development Day – School Closed
- 19 President's Day/George Washington – Birthday – School Closed
- 20 Two Hour Delay – Staff Development
- 23 6th-8th Grade PTA Dance 7:00-9:00 PM
- 23 Author Day – K-4th Grade
- 26 Board of Education Meeting – School #1 APR 6:00 NJSBA Training & BOE Meeting 8:00 PM