

Meetings:**7:00 p.m. - Budget / Facilities Committee, School #1 Office Complex****7:30 p.m. – Personnel / Student Services Committee, School #1 Faculty Room****7:45 p.m. – Executive Session, School #1 Faculty Room****8:00 p.m. – Public Meeting, School #1, All-Purpose Room**

Southampton Township Board of Education, Southampton, New Jersey 08088
 “Building a Tradition of Excellence”

Our Mission

The **Southampton Township School District** shall empower our students with the life skills necessary to attain academic excellence while fostering social and emotional growth.

“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 17, 2020.

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: Jeffrey Hicks ____	Vice-President: Amy Ushkowitz ____
Donald Bozarth ____	Russell Hann ____ Marie Phillips ____ Suzanne Phillips ____
Jennifer Potter ____	Louise Rickborn ____ Betty Wright ____

MOTION FOR EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS: (HIB Incident, Workshops, FMLAs, and STEA Prep Time Grievance).

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: (HIB Incident, Workshops, FMLAs, and STEA Prep Time Grievance)

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

President: Jeffrey Hicks ____	Vice-President: Amy Ushkowitz ____
Donald Bozarth ____	Russell Hann ____ Marie Phillips ____ Suzanne Phillips ____
Jennifer Potter ____	Louise Rickborn ____ Betty 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 17, 2020.

SALUTE TO THE FLAG**COMMUNITY TOPIC:**

- I-STEAM Projects – Ronald Nober and Students
- Lenape Region “Support Our Students” Community Forum – February 13th

STUDENT RECOGNITION:

Kindergarten	Quinn Beach
Grade 1	Emmersyn Bauman
Grade 2	Leland Jones
Grade 3	River Cabanas
Grade 4	Claire McMichael
Grade 5	Chase Henry O’Neal
Grade 6	Kaden Penwell
Grade 7	Kailyn Hummell
Grade 8	Brielle Bell

EMPLOYEE OF THE MONTH RECOGNITION:

- Kayla Kasinski – Pre School
- Sheena Williams – 1st Grade

OTHER RECOGNITION:

- President Hicks recognizes January as School Board Recognition Month and asks the Board to consider adopting a celebratory resolution.

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)

- Central Lodge #44, F. & A. M. – Gift Cards for Needy Families during the Holidays

LETTERS TO:

- 8th Grade Parents, S. Kilpatrick, Counselor, Re: 8th Grade Transition
- All Students Ages 9-12, Prevention Plus Strengthening Families Program

LETTERS FROM:

- Ms. Stephanie Hannah and Ms. Jessica Clark, Class Parent Meeting from Jennifer Horner and Kristine Bertulis.

THANK YOU NOTES: James F. Young, Sr., Mayor, Township of Southampton

*APPROVAL OF MINUTES: December 16, 2019 Regular and Executive (PINK)
Motion by_____, Second by_____, Roll Call/Vote_____

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: Jeffrey Hicks _____	Vice-President: Amy Ushkowitz_____
Donald Bozarth_____	Russell Hann_____
Jennifer Potter_____	Louise Rickborn_____
	Marie Phillips _____
	Suzanne Phillips _____
	Betty Wright_____

*APPROVAL OF MINUTES: January 6, 2020 Reorganization Meeting (PINK)
Motion by_____, Second by_____, Roll Call/Vote_____

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: Jeffrey Hicks _____	Vice-President: Amy Ushkowitz_____
Donald Bozarth_____	Russell Hann_____
Jennifer Potter_____	Louise Rickborn_____
	Marie Phillips _____
	Suzanne Phillips _____
	Betty Wright_____

*APPROVAL OF MINUTES: January 21, 2020 Board of Education Training (PINK)
Motion by_____, Second by_____, Roll Call/Vote_____

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: Jeffrey Hicks _____	Vice-President: Amy Ushkowitz_____
Donald Bozarth_____	Russell Hann_____
Jennifer Potter_____	Louise Rickborn_____
	Marie Phillips _____
	Suzanne Phillips _____
	Betty Wright_____

REPORT OF THE BOARD SECRETARY: (PINK)

1. Information Items: None

- 1.1 Financial Disclosure letters will be sent out shortly

2. Action Items:

- 2.1 It is recommended that the Board:
Approve transfers
*Line items for the month of **December 2019**, as approved by Superintendent.
*Line items between **December 2019 and January 2020** meetings as approved by Superintendent.
- 2.2 Authorize the following payments:
*Authorize the payment of the **January 2020** bill list in the amount of \$568, 950.61.
- 2.3 Accept the **Board Secretary's Report** for the month of **December 2019**
- 2.4 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 31, 2019** 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)**.

- 2.5 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 31, 2019** 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.
- 2.6 Accept Revenue Account Status Report for **December 2019**.
- 2.7 *Accept **December 2019** Nutri Serve Cafeteria Report and authorize Check Register in the amount of \$28, 627.42.

2.8 **RESOLUTION TO RENEW MEMBERSHIP with BURLINGTON COUNTY INSURANCE POOL JOINT INSURANCE FUND**

WHEREAS, the **Southampton Township Board of Education** hereinafter referred to as "Board", is a member of the Burlington County Insurance Pool Joint Insurance Fund, hereinafter referred to as "JIF", and has reviewed the Bylaws and Plan of Risk Management of the JIF; and

WHEREAS, the Board believes in the safety of its employees and the public who participate in the life of the Board; **and**

WHEREAS, the Board agrees with the risk management disciplines inherent to membership in said JIF which are explicit in the JIF's Bylaws and Risk Management Program; and

WHEREAS, the Board agrees that the statement below is consistent with its own philosophy:

"It is the goal of the Burlington County Insurance Pool Joint Insurance Fund (JIF) and its member Boards of Education to achieve the best and most practical degree of freedom from accidents and/or injuries. The JIF and its members also endeavor to insure that all employees are provided with a safe and healthy environment, free from any recognized hazard as defined by applicable local, state, and federal regulations. Loss prevention, which is the responsibility of the Board, should succeed in providing a safe, healthful and pleasant working environment." and,

WHEREAS, the JIF is a legally authorized and constituted joint insurance fund as permitted by Chapter 108, Laws of 1983 (N.J.S.A. 18A:18B-1 et.seq.), and has operated successfully on behalf of area school districts since its formation on July 1, 1984; and

WHEREAS, the statutes regulating the conduct of the JIF contain elaborate safeguards concerning the safe and efficient administration of the public interest entrusted to said JIF; and

WHEREAS, the Board has determined that continued participation as a member of the JIF is in the Board's best interest;

NOW THEREFORE, BE IT RESOLVED that the Board hereby agrees to renew its membership in the JIF for a three-year membership term w **BE IT FURTHER RESOLVED**, that the Board will participate in all lines of coverage the JIF provides as defined by the JIF's Risk Management Program, which are generally described herein as follows:

1. Workers' Compensation and Employers' Liability
2. General Liability and Automobile Liability
3. Educator's Legal Liability, including Employment Practices Liability
4. Property Damage, including Automobile Physical Damage
5. Employee Dishonesty (Crime) Insurance
6. Boiler & Machinery/Equipment Breakdown
7. Cyber Liability
8. Violent and Malicious Acts
9. Pollution and Mold Legal Liability
10. Disaster Management Services
11. Unmanned Aerial Systems Liability
12. Student Accident on an Annual Elective Basis

which shall commence on ***July 1, 2020***, at 12:01 a.m.; and

BE IT FURTHER RESOLVED, that the Board appoints **Casey M. DeJoseph** as its Delegate to the JIF and empowers said Delegate to; exercise the voting rights provided in the JIF's Bylaws to Delegates in a manner which best protects the Board and JIF, to implement and strengthen the Board's safety and risk management efforts, to participate fully and with efficiency in the JIF to comply with all conditions of membership as defined in the JIF Bylaws and Risk Management Program, and to execute all agreements, including but not limited to an Indemnity & Trust Agreement in order to implement membership by the Board in the JIF.

And further moved to accept Indemnity and Trust Agreement.

Motion by _____, Second by _____ to approve Board Secretary items (items #2.1-2.8) Roll Call/Vote _____

REPORT OF THE SUPERINTENDENT: (BUFF)

1. *Special Services Department

1.1 Information items:

- None

1.2 Approval items:

- Approval for student #161557 and student #161556 to receive one hour each of Wilson training three times per week with Carol Pero, beginning on January 21, 2020 and ending May 8, 2020.

Motion by _____, Second by _____ to approve (items #1.2) Roll Call/Vote _____

2. Harassment, Intimidation and Bullying (HIB) Report

Incident Number	School	Founded/Unfounded
SS-02-01-17-2020	School #2	Founded

3. *Curriculum Director's Report

4. *Nurses' Reports

5. *Fire and Security Drill Reports

6. *Suspension Reports

7. Bus Evacuation Drill (Completed for the 2019-2020 school year)

Motion by ____, Second by ____, to accept reports (items #2-6) Roll Call/Vote ____

8. *2019-2020 School District Goals

8.1 School Culture/Climate

8.2 Differentiated Instruction

8.3 Teacher Websites and Social Media

Motion by ____, Second by ____ to accept the 2019-2020 District Goals Status Reports (items #8.1-8.3) Roll Call/Vote ____

9. Class Trips (not including transportation)

- 8th Grade, New Lisbon Developmental Center, Route 72, Pemberton, NJ 02/10/20, NC
- 8th Grade, Esther Raab Holocaust Museum & Goodwin Education Center, Cherry Hill, NJ, 02/27/20, \$576.00
- 5th Grade, Mt. Holly Soup Kitchen, Mt. Holly, NJ, 02/28/20, NC
- 1st Grade, Seneca High School, Read Across America, 03/02/20, NC
- 6th-8th Grade, BC Teen Arts Festival, Rowan College of BC, Mt. Laurel, NJ, 03/05/20, \$150.00
- 5th Grade, Adventure Aquarium, Camden, NJ, 05/18/20, \$1,200.00
- 4th Grade, Palmyra Cove Park, Palmyra, NJ, 05/21/20, \$1,092.00
- 7th Grade, Washington Crossing Historic Park, Washington Crossing, PA, 06/12/20, \$807.50

Motion by ____, Second by ____, to approve the class trips (item #9) Roll Call/Vote ____

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: Jeffrey Hicks ____

Vice-President: Amy Ushkowitz ____

Donald Bozarth ____

Russell Hann ____

Marie Phillips ____

Suzanne Phillips ____

Jennifer Potter ____

Louise Rickborn ____

Betty Wright ____

10. State Aid Reduction Status Report

11. *Enrollment – January 16, 2020

11.1 Total school enrollment = 705 (PSD-Grade 8, including in-district special education)

11.2 Special Education = 164

- Resident students in-district = 126
- Resident students sent out of district = 16
- Speech and Language only = 22

COMMITTEE REPORTS (GREEN)

1. Personnel / Student Services (Chairperson: A. Ushkowitz, L. Rickborn & B. Wright)
*(Personnel / Student Services Committee Meeting – 1/27/20)

- 1.1 FMLA – Leave of Absence – Employee #15131

- Effective 04/20/20 – 06/12/20, Maternity Leave/FMLA
 - Effective 09/08/20 – 10/08/20, Childcare/FMLA
 - Effective 10/09/20 – 11/25/20, Childcare/LOA
- FMLA-Leave of Absence – Employee #15073
- Effective 09/03/20 – 06/23/21, Childcare/FMLA

- 1.2 Workshops

- Stephanie Tafilowski, SLP's Enhance Therapy Effectiveness for Auditory Processing Disorder, Memory Deficits, Attention Deficit Disorder and Language Processing, Cherry Hill, NJ, 03/16/20, \$279.00

Motion by _____, Second by _____ to approve FMLAs (item #1.1 and workshops item #1.2) Roll Call/Vote _____

2. Curriculum / Policy (Chairperson: S. Phillips, J. Hicks, & M. Phillips)
(Curriculum / Policy Committee Meeting Agenda – No meeting)

- 2.1 *2019-2020 School Level Objectives

School #1 - During the 2019-2020 school year, at least 80% of Kindergarten, first, and second grade students will show growth on the Fountas and Pinnell reading assessment - which addresses the areas of reading fluency and comprehension - based on the criteria outlined below.

- Grade K goal: grow at least three (3) reading levels
- Grade 1 goal: grow at least four (4) reading levels
- Grade 2 goal: grow at least two (2) reading levels

School #1 - During the 2019-2020 school year, at least 80% of Kindergarten, First, and Second Grade students will earn a score of 75% or higher on the end-of-year math assessment. This assessment scores elements of the grade-level curriculum as outlined by the NJ Student Learning Standards.

School #1 - During the 2019-2020 school year, at least 85% of students will have a parent / guardian / family member be part of at least one school-engagement activity. - Examples of activities include: Classroom presentations / read-a-louds, participation in grade-level events / activities, attendance at after-school club presentations / activities, volunteer duties, before-school activities, parent workshops, online webinars provided by the school, etc.

School #1 - During the 2019-2020 school year, 100% of teachers will engage with their colleagues to plan and implement in a cross-classroom, cross-grade-level, or cross-curricular project / activity with their students. The goal of this collaboration will be increased positive interaction among students within the school district.

School #2 - During the 2019-2020 school year at least 80% of Grade Five students will increase their independent reading performance by two reading levels on the Fountas and Pinnell benchmarking assessment.

School #3 - During the 2019-2020 school year at least 80% of the students in Sixth Grade will attain a 75% or better on the math assessment identified strand.

Schools #2/3 - In conjunction with the District goal, the building administration, along with the staff and students, will create and participate in building a more positive and accepting school climate and culture.

Motion by _____, Second by _____, to accept the 2019-2020 School Level Objectives Status Reports (item # 2.1) Roll Call/Vote _____

2.2 Second Reading and Approval of Policies – (Strauss Esmay Policies)

- P & R #5560 – Disruptive Students
- P & R #5600 – Student Code of Conduct
- P & R #5512.01 – Harassment, Intimidation, and Bullying

Motion to accept the second reading/adoption of policies/regulations (item #2.2) _____
Second _____ Roll Call /Vote _____

3. Budget / Finance /Facilities (Chairperson: D. Bozarth, R. Hann, J. Hicks & J. Potter) Administrative Facilitator – Casey DeJoseph

*(Budget / Finance / Facilities Committee Meeting Agenda – 1/27/20)

3.1 Information Items:

- The Fiscal Year Ending 2019 audit is complete; Superintendent Harris and Business Administrator DeJoseph will have an exit conference on January 28, 2020 with a representative from the auditing firm, Holman Frenia & Allison.
- The district has received the final Certificate of Occupancy from the Township for the recently constructed Operations & Maintenance Building

3.2 Action items: None

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

4.1 2019-2020 Board of Education Goals

- * • **Goal #1:** The Board of Education in consultation with the Superintendent will develop a comprehensive action plan to increase their involvement in the school district's climate/culture initiative. This effort will include addressing identified issues of racial bias, diversity, and sensitivity. During the 2019-2020 school year the Board of Education will participate in cultural responsiveness training, provide the fiscal resources required for cultural responsiveness training of the school community, participate as stakeholders on school climate committees, and increase their attendance at school related functions to enhance their engagement with the community.
- **Goal #2** The Board of Education, in consultation with the Superintendent and Business Administrator, will develop a comprehensive action plan to address the seven-year phase out of state aid. This action plan will include educating the school community as to the impact on district programming and operations via a public forum and community topic presentations at Board of Education meetings, and developing a framework to address budgetary savings and cuts.

- **Goal #3** The Board of Education, in collaboration with the Superintendent, will develop a comprehensive action plan to further enhance school security and safety. This plan will include increasing counseling services for students, installing CCTV cameras, constructing a security office, and planning for the installation of bollards around Miss Mabel Drive and Warrior Way.

Motion to accept the 2019-2020 Board of Education Goals Status Reports (Item 4.1) Motion by_____, Second by_____ Roll Call Vote_____

4.2 2020 BOE Standing Committee Assignments

- Budget/Finance/Facilities
 - Donald Bozarth, Chairperson
 - Russell Hann
 - Jeffrey Hicks
 - Jennifer Potter
- Curriculum/Policy
 - Suzanne Phillips, Chairperson
 - Jeffrey Hicks
 - Marie Phillips
- Personnel/Student Services
 - Amy Ushkowitz, Chairperson
 - Louise Rickborn
 - Betty Wright

4.3 New Jersey School Boards Association

- Russell Hann – Delegate
- Donald Bozarth – Alternate

4.4 New Jersey School Board Association Legislative Representative

- Louise Rickborn
- Suzanne Phillips - Alternate

4.5 Employee of the Month Committee

- Suzanne Phillips, Chairperson
- Marie Phillips
- Jennifer Potter
- Amy Ushkowitz

4.6 Burlington County School Boards Association

Representative to Executive Committee – Amy Ushkowitz

4.7 Sick Leave Bank

- Russell Hann
- Jeffrey Hicks
- Betty Wright
- Alternate – Amy Ushkowitz

OLD BUSINESS:

- Shamong, Southampton, Tabernacle, and Woodland Board of Education meeting (non-quorum) at Tabernacle on Thursday, January 16, 2020
- NJSBA Board Training on Tuesday, January 21, 2020
- Safer Schools Seminar, Somerset, NJ on Thursday, January 16, 2020

NEW BUSINESS:

- Next County Meeting – Wednesday, February 5, 2020 “Foundations of Success” to be held at Moorestown High School, Moorestown, NJ

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, Contract Negotiations, Legal)

Time: _____ p.m.

Motion _____ Second _____ Roll Call/Vote _____

MOTION TO CLOSE EXECUTIVE SESSION: (Personnel, Contract 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	02/24/20	7:15 PM	School #1 Office
Curriculum / Policy	TBD	TBD	TBD
Personnel / Student Services	02/24/20	7:30 PM	School #1 Faculty Room

Next Board of Education Meeting – February 24, 2020, School #1 APR

Miscellaneous inserts (GOLDENROD)

*Documents attached – The Times, December 11, 2019 “Star helps shed light on school aid cuts”

Dates to Remember

January	29	Family Science 7:00 – 8:30 PM APR #2
	30	Winter Concert School #2 @ 7:00 PM Warrior Dome
	31	Special Event Fridays – STEA Scholarship Day
February	4	Winter Sports Awards – APR @ 7:00 PM
	5	Family Science – 7:00-8:30 PM – APR #2
	6	Family Math – 7:00-8:30 – APR #2
	7	PTA Dance 7:00-9:00 – APR #2 – 6 th – 8 th
	7	School #2 Movie Night – 7:00-9:00 PM #2 APR
	7	Progress Reports Distributed
	7	Special Event Fridays – Choose Kind
	11	PTA BOD Meeting 6:30-8:30 Media Center, School #3 (Chairs and Officers)
	12	Family Science – 7:00-8:30 PM – APR #2 – Makeup
	13	Family Math – 7:00-8:30 – APR #2
	13	PTA Valentine's Day Parties – 2:15 – 3:00 pm
	14	Teacher In Service – School Closed
	16-23	Kindness Week
	17	President's Day – School Closed
	18	Two Hour Delay – Teacher In Service
	19	PTA General Membership Meeting #3 – School #2 APR 6:30 – 8:30
	21	Special Event Fridays – School Spirit
	24	BOE Meeting – School #1 APR 8:00 PM