

Meetings:

7:00 p.m. – FY21 Budget Public Hearing, Video Conference

7:30 p.m. - Executive Session, Video Conference

8:00 p.m. – Public Meeting, Video Conference

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. Notification of public access to the Virtual meeting was communicated via the district messaging system, posted on the district website, and posted on the Southampton Township School District Facebook page.

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 _____	

2020-2021 SCHOOL YEAR BUDGET PUBLIC HEARING

PUBLIC COMMENT ON 2020-2021 SCHOOL YEAR BUDGET

MOTION FOR EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS DURING EXECUTIVE SESSION

(Renewal of Certified Staff, Renewal of Tenured Administrators, Renewal of Non-Tenured Administrators, Renewal of Non-Certified Staff, Renewal of Non-Certified Supervisor of Buildings and Grounds, Business Administrator’s contract for Executive County Superintendent’s review, Renewal of contract for 2020-2021 with Educational Services Solutions for substitute teachers and paraprofessionals, 2020-2021 salary increase for paraprofessionals, NJAWC Well / Irrigation System Agreement, and an FMLA)

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

(Renewal of Certified Staff, Renewal of Tenured Administrators, Renewal of Non-Tenured Administrators, Renewal of Non-Certified Staff, Renewal of Non-Certified Supervisor of Buildings and Grounds, Business Administrator's contract for Executive County Superintendent's review, Renewal of contract for 2020-2021 with Educational Services Solutions for substitute teachers and paraprofessionals, 2020-2021 salary increase for paraprofessionals and an FMLA)

Time ____ p.m. Motion ____ Second ____ 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 ____

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. Notification of public access to the Virtual meeting was communicated via the district messaging system, posted on the district website, and posted on the Southampton Township School District Facebook page.

SALUTE TO THE FLAG

COMMUNITY TOPIC: (None due to COVID-19 School Closure)

STUDENT RECOGNITION: (None due to COVID-19 School Closure)

EMPLOYEE OF THE MONTH RECOGNITION: (None due to COVID-19 School Closure)

OTHER RECOGNITION: (None, due to COVID-19 School Closure)

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: None

LETTERS FROM: None

THANK YOU NOTES: None

*APPROVAL OF MINUTES: March 19, 2020 Regular AND Executive Telephonic Meetings
Motion by_____, Second by_____, 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_____

REPORT OF THE BOARD SECRETARY: (PINK)

1. Information Items: All 2019-2020 Financial Disclosure Forms completed
2. Action Items:
 - 2.1 It is recommended that the Board:
Approve transfers
*Line items for the month of **March 2020**, as approved by Superintendent.
*Line items between **March 2020 and April 2020** meetings as approved by Superintendent.
 - 2.2 Authorize the following payments:
*Authorize the payment of the **April 2020** bill list in the amount of \$607,356.46.
 - 2.3 Accept the **Board Secretary's Report** for the month of **March 2020**
 - 2.4 Accept the **Treasurer's Reports** for the months of **August 2019 - February 2020**
 - 2.5 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 **March 31, 2020** 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)**.
 - 2.6 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 **March 31, 2020** 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.
 - 2.7 Accept Revenue Account Status Report for **March 2020**.
 - 2.8 *Accept **March 2020** Nutri Serve Cafeteria Report and authorize Check Register in the amount of \$28,418.27.

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

REPORT OF THE SUPERINTENDENT

1. Special Services Department
 - 1.1 Information items: None
 - 1.2 Approval items: None
2. Harassment, Intimidation and Bullying (HIB) Report - None
3. Curriculum Director's Report – None
4. Nurses' Reports – None
5. Fire and Security Drill Reports - None
6. Suspension Reports – None
7. Bus Evacuation Drill (Completed for the 2019-2020 school year)
8. 2019-2020 School District Goals (No Report due to COVID-19 School Closure)
 - 8.1 School Culture/Climate
 - 8.2 Differentiated Instruction
 - 8.3 Teacher Websites and Social Media
9. Class Trips (not including transportation)
 - All remaining field trips canceled due to COVID-19 School Closure
10. 2019-2020 Southampton School Calendar Modification

Motion by _____, Second by, _____ to approve modification of the 2019-2020 Southampton School Calendar to convert April 23, 2020 to an instructional day for students and to eliminate the 181st day of instruction due to the COVID-19 school closure (item #10) Roll call/Vote _____
11. 2020-2021 Kindergarten Enrollment Status Report (As of April 9, 2020):
 - On-line and in person pre-registrations = 52
 - Pre-school students projected for general education = 5
 - Total projected enrollment = 57
 - Projected class sections = 3
12. *Enrollment – April 15, 2020
 - 12.1 Total school enrollment = 702 (PSD-Grade 8, including in-district special education)
 - 12.2 Special Education = 169
 - Resident students in-district = 131
 - 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 – 04/22/20)

1.1 Superintendent's Recommendations for Employment

- *Renewal of Certified Staff for 2020-2021
 - 1.1.1 *Approve the rehiring of tenured certified staff
 - 1.1.2 *Approve the rehiring of certified staff receiving tenure
 - 1.1.3 *Approve the rehiring of non-tenured certified staff

Motion by _____, Second by, _____ to approve (items #1.1.1 – 1.1.3) Roll call/Vote

President: Jeffrey Hicks _____

Vice-President: Amy Ushkowitz _____

Donald Bozarth _____

Russell Hann _____

Marie Phillips _____

Suzanne Phillips _____

Jennifer Potter _____

Louise Rickborn _____

Betty Wright _____

- *Renewal of Certified Administrators for 2020-2021
 - 1.1.4 *Approve the rehiring of tenured administrators
 - 1.1.5 *Approve the rehiring of non-tenured administrators

Motion by _____, Second by, _____ to approve (items #1.1.4 – 1.1.5) Roll Call/Vote

President: Jeffrey Hicks _____

Vice-President: Amy Ushkowitz _____

Donald Bozarth _____

Russell Hann _____

Marie Phillips _____

Suzanne Phillips _____

Jennifer Potter _____

Louise Rickborn _____

Betty Wright _____

- *Renewal of Non-Certified Staff for 2020-2021
 - 1.1.6 *Approve the rehiring of tenured Executive Administrative Assistant
 - 1.1.7 *Approve the rehiring of tenured Central Office Administrative Assistant
 - 1.1.8 *Approve the rehiring of School Level tenured Administrative Assistants
 - 1.1.9 *Approve the rehiring of tenured Custodian/Maintenance specialist
 - 1.1.10 *Approve the rehiring of non-tenured Central Office Administrative Assistant
 - 1.1.11 *Approve the rehiring of non-tenured Custodians
 - 1.1.12 *Approve the rehiring of non-tenured Board of Education Treasurer of School Monies
 - 1.1.13 Approve the rehiring of non-tenure part-time security officer / residency investigator

Motion by _____, Second by, _____ to approve (items #1.1.6 – 1.1.13) Roll Call Vote

President: Jeffrey Hicks _____

Vice-President: Amy Ushkowitz _____

Donald Bozarth _____

Russell Hann _____

Marie Phillips _____

Suzanne Phillips _____

Jennifer Potter _____

Louise Rickborn _____

Betty Wright _____

- *Renewal of non-tenurable Supervisor of Buildings and Grounds
 - 1.1.14 *Approve the rehiring of non-tenured Supervisor of Buildings & Grounds

Motion by _____, Second by, _____ to approve (item 1.1.14)

President: Jeffrey Hicks _____

Vice-President: Amy Ushkowitz _____

Donald Bozarth _____

Russell Hann _____

Marie Phillips _____

Suzanne Phillips _____

Jennifer Potter _____

Louise Rickborn _____

Betty Wright _____

1.2 FMLA – Leave of Absence

- Employee #15134, FMLA, NJFMLA, and Agreement with STEA, effective beginning – 09/03/20 – 01/11/21

Motion by _____, Second by _____ to approve Employee #15134, FMLA, NJFMLA (item #1.2) Roll Call/Vote _____

1.3 Renew the contract with Educational Services Solutions for the 2020-2021 school year for paraprofessionals and substitute teachers

1.4 Approve a 2% increase as budgeted to salaries in 2020-2021 for Paraprofessionals contracted via Educational Services Solutions

Motion by _____ Second by _____ to approve items #1.3 and #1.4 Roll Call/Vote _____

President: Jeffrey Hicks _____

Vice-President: Amy Ushkowitz _____

Donald Bozarth _____

Russell Hann _____

Marie Phillips _____

Suzanne Phillips _____

Jennifer Potter _____

Louise Rickborn _____

Betty Wright _____

1.5 *Approve the submission of the 2020-2021 Business Administrator's contract for review and approval by the Burlington County Executive Superintendent.

Motion by _____ Second by _____ to approve item #1.5 Roll Call/Vote _____

President: Jeffrey Hicks _____

Vice-President: Amy Ushkowitz _____

Donald Bozarth _____

Russell Hann _____

Marie Phillips _____

Suzanne Phillips _____

Jennifer Potter _____

Louise Rickborn _____

Betty Wright _____

2. Curriculum / Policy Committee (Chairperson S. Phillips, J. Hicks, and M. Phillips)
(Curriculum / Policy Committee Meetings – 4/9/ 20 and 4/15/20)

2.1 2019-2020 School Level Objectives (None due to COVID-19 School Closure)

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.

2.2 Policy / Regulation Revisions and Adoption:

- Bylaw #0162 – Notice of Board Meetings
- Bylaw #0167 – Conduct of Board Meetings
- Policy #2481 – Home or Out of School Instruction for General Education Students
- Regulation #2481 – Home or Out of School Instruction for General Education Students

Motion by_____, Second by_____, to adopt policy and regulation revisions (item # 2.2) Roll Call/Vote_____

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

2.3 First Reading Policy Alert #219

- Bylaw # 0152 – Board Officers
- Policy #1581 – Domestic Violence
- Regulation # 1581 - Domestic Violence (NEW)
- Policy #2422 - Health and Physical Education
- Policy # 3421.13 – Postnatal Accommodations (NEW)
- Policy #4421.13 – Postnatal Accommodations (NEW)
- Policy #5330 - Administration of Medication
- Regulation #5330 - Administration of Medication
- Policy # 7423 - Supervision of Construction
- Policy #8210 - School Year
- Policy #8220 - School Day
- Regulation # 8220 - School Closings
- Policy #8462 - Reporting Potentially Missing or Abused Children

3. Budget / Finance /Facilities (Chairperson: D. Bozarth, R. Hann, J. Hicks & J. Potter) Administrative Facilitator – Casey DeJoseph
(Budget / Finance / Facilities Committee Meeting Agenda – No meeting)

3.1 Information Items:

Installation of security bollards along Miss Mabel Drive and Warrior Way completed by Aliano Construction

- 3.2 *Action Item: **ADOPTION OF THE 2020-2021 BUDGET**, as reviewed and approved by the Burlington County Office Department of Education of New Jersey as follows:

BE IT RESOLVED that the 2020-2021 School Year budget, having been reviewed and approved by the Burlington County Office Department of Education of New Jersey in accordance with the statutory deadline, be adopted as follows:

General Fund	\$14,246,314
Special Revenue Fund	\$ 291,701
Debt Service Fund	\$ <u>603,294</u>
Total	\$ 15,141,309

General Fund Tax Levy	\$12,006,309
Debt Service Tax Levy	\$ <u>603,294</u>
Total	\$ 12,609,603

Tax Rate Impact (inclusive of Debt Service)

Proposed Tax Rate \$ 1.260

Current Tax Rate \$ 1.242

WHEREAS, the Southampton Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23 A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$300 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23 A-7.3 et seq. but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23 A-7.3 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B A7.3 to a maximum expenditure of \$65,000 for all staff and board members.

Motion to Adopt 2020-2021 School Year Budget (Item #3.2) _____, Second by _____
Roll Call/Vote _____

- 3.3 New Jersey American Water Company Well / Irrigation Project Agreement with Respect to Fees for Services

Motion to approve agreement between the New Jersey American Water Company and Southampton Township Board of Education for the payment of fees for services related to the installation of an irrigation system and construction of wells on district property subject to the approval of the Board Attorney and Superintendent of Schools (item #3.3) _____ ,
Second by _____. Roll Call / Vote _____

3.4 Easement Agreement for Well Between the Southampton Township Board of Education and New Jersey American Water Company

Motion to authorize Superintendent of Schools to submit an application for an easement agreement between the Southampton Township Board of Education and the New Jersey American Water Company to the New Jersey Department of Education Office of School Facility Planning. (item #3.4) _____, Second by _____. Roll Call / Vote_____

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_____

OLD BUSINESS:

NEW BUSINESS:

- Plan for BOE Self-Evaluation and CSA Evaluation
- Burlington County School Boards Association Virtual Meeting, Thursday, May 21, 2020, 7 PM

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 _____
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NOTE: Committee Meetings & Dates

Committee	Date	Time	Location
Budget /Finance/Facilities	05/26/20	TBD	TBD
Curriculum / Policy	TBD	TBD	TBD
Personnel / Student Services	05/26/20	TBD	TBD

Next Board of Education Meeting – Tuesday, May 26, 2020, (Location To Be Determined)

Miscellaneous inserts (GOLDENROD) -

*Documents

