

Meetings:**7:00 p.m. - Personnel/Student Services Committee, School #1 Faculty Room****6:30 p.m. – Budget/Facilities, School #1, Office Conference Room****7:30 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, 2019, and *The Central Record* on January 24, 2019.

ROLL CALL: BOARD OF EDUCATION MEMBERS:

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

MOTION FOR EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS: (HIB investigation, superintendent’s recommendation to employ a School Treasurer, Armed Security Officer contract award, FMLA and 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 (HIB investigation, superintendent’s recommendation to employ a School Treasurer, Armed Security Officer contract award, FMLA and workshops)

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

President: Jeffrey Hicks _____	Vice-President: Jennifer Potter _____
Donald Bozarth _____	Russell Hann _____ Marie Phillips _____ Suzanne Phillips _____
Louise Rickborn _____	Amy Ushkowitz _____ 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 18, 2019 and *The Central Record* on January 24, 2019.

SALUTE TO THE FLAG**COMMUNITY TOPIC:**

- State Aid Reduction – Support Our Students (SOS) Advocacy Group - Update

STUDENT RECOGNITION:

Kindergarten	Leilani Salinas
Grade 1	Samari Hawkins
Grade 2	Chase White
Grade 3	Elizabeth Conway
Grade 4	James Phillips
Grade 5	Jordan Hollingshead
Grade 6	Anthony Galanti
Grade 7	Chase Mikulski
Grade 8	Kendal Powell

EMPLOYEE OF THE MONTH RECOGNITION:

- Julia England – Special Education Teacher – December
- Christine Palmer – Nurse School #1
- Robert Potts – Custodian School #1

OTHER RECOGNITION:**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:*****From:**

- BCIT Partners with Local School District to Fabricate Safety Devices

***To:**

THANK YOU NOTES:

- Thank you letter to Mr. Weller from a former student who is now a Southampton teacher.
- Mrs. Barbara Godfrey

*APPROVAL OF MINUTES: January 28, 2019 Regular and Executive (PINK)

Motion by_____, Second by_____, Roll Call/Vote_____

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: J. Hicks_____ Vice-President: J. Potter_____
 D. Bozarth_____ R. Hann_____ M. Phillips_____ S. Phillips _____
 L. Rickborn_____ A. Ushkowitz_____ B. Wright_____

REPORT OF THE BOARD SECRETARY: (PINK)

1. Information Items:

- 1.1 • March 5, 2019 BCSBA Eighth Grade Dialog
 - Financial Disclosure / Relative Disclosure
 - Reminder – Please complete ASAP

2. Action Items:

- 2.1 It is recommended that the Board:
 - Approve transfers
 - *Line items for the months of February 2019 as approved by Superintendent
 - *Line items between January 2019 and February 2019 meetings as approved by Superintendent
- 2.2 Authorize the following payments:
 - *Authorize the payment of the February 2019 bill list in the amount of \$483,134.10
- 2.3 *Authorize payment of Interim Check Register and Electronic Fund Transfers for the period of January 29, 2019 and February 28, 2019 in the amount of \$771,970.60
- 2.4 Accept the **Board Secretary's Report** for the month of **January** which is in agreement with the Treasurer's report
- 2.5 Accept the Treasurer's Report for the month of January 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 January 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)**.
- 2.7 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 **None** 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 January 2019.
- 2.9 *Accept January 2019 NutriServe Cafeteria Report and authorize Check Register in the amount of \$24,771.51
- 2.10 *Appoint Mrs. DeJoseph as the Fund Commissioner for the School's Health Insurance Fund (SHIF)

BE IT RESOLVED BY THE Southampton Township Board of Education that Casey DeJoseph be and is hereby appointed as FUND Commissioner to the Schools Health Insurance Fund to represent Southampton Township Board of Education.
And

BE IT FURTHER RESOLVED THAT Shevawn Eaton be and is appointed as Alternate Fund Commissioner to the Schools Health Insurance Fund effective January 1, 2019.

Motion by _____, Second by _____ to approve Board Secretary items (items #2.1-2.10) Roll Call/Vote _____

REPORT OF THE SUPERINTENDENT: (BUFF)

1. *Special Services Department

1.1 Information Items: None

1.2 Action Items:

- Approval for Dr. Buzz Mingin to present a workshop for the Southampton Parent Advisory Group on March 7, 2019 at 6:30pm. The fee is \$150.00 for the presentation.
- Approval to hire Kimberly Kerr through Mission One, as a Paraprofessional to be the 1:1 Aide for student 161315.

Motion by____, Second by ____ to approve (item #1.2) Roll Call/Vote____

2. Harassment, Intimidation and Bullying Report

Incident Number	School	Founded/Unfounded
SS-03-02-11-2019	#3	Unfounded
Motion to affirm HIB incidents (item #2) _____ Second _____ Roll Call/Vote _____		

3. *Curriculum Director's Report

4. *Nurses' Reports

5. *Fire and Security Drill Reports

6. *Suspension Reports

7. Bus Evacuation Drill – No Report (2018-2019 drills completed)

Motion by____, Second by____, to accept reports (items #3-6)

Roll Call/Vote _____

8. *2018-2019 School District Goals

8.1 Differentiated Instruction

8.2 Enhancing School Culture

8.3 K-8 I-STEAM Program Enhancements

Motion by____, Second by____, to accept the 2018-2019 District Goals Status Reports (items #8.1-8.3) Roll Call/Vote _____

9. Class Trips (not including transportation)

- 3rd Grade, Philadelphia Art Museum, Philadelphia, PA, 03/06/19, \$557
- 6th-8th Grades, Teen Arts at Rowan College @ BC, Mt. Laurel, NJ, 03/13/19, \$150
- 5th Grade, Franklin Institute, Philadelphia, PA, 05/22/19, \$1,783
- 7th Grade, Washington Crossing Historic Park, Washington Crossing, PA, 06/14/19, \$807.50
- 4th Grade, Palmyra Cove Nature Park, Palmyra, NJ, 05/30/19, \$1,078

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

10. 2019-2020 Kindergarten Enrollment Status Report

- Registration Packets Requested = 23
- Preschool Disabled Transitioning = 3
- Potential Retentions = TBD
- Total Possible Enrollment = 26

11. *Enrollment – February 15, 2019

- 12.1 Total school enrollment = 709 (PSD-Grade 8, including in-district special education)
- 12.2 Special Education = 160
 - Resident students in-district = 119
 - Resident students sent out of district = 15
 - Speech and Language only = 26

COMMITTEE REPORTS: (GREEN)

1. Personnel / Student Services (Chairperson: J. Potter, M. Phillips & L. Rickborn)

*(Personnel / Student Services Committee Meeting Agenda – 2/25/19)

- 1.1 Superintendent's Recommendation for Employment
School Treasurer
 - Amy Lerner, salary of \$4,800 annually, prorated for the balance of the 2018-2019 school year, effective 03/01/19
- 1.2 School Security
 - Approval to award the contract for an armed security officer to Tri-Shield Security and Protection Service for the balance of the 2018-2019 school year and the 2019-2020 school year. Hourly rate for the security officer will be \$36.00
- 1.3 FMLA – Leaves of Absence
 - Employee #15178, FMLA, NJFMLA, and Agreement with STEA, effective tentatively beginning 05/13/19.
 - Employee #1228, FMLA, NJFMLA, and Agreement with STEA, effective 04/29/19.
- 1.4 Workshops
 - Kristine Bertulis, Joe DePaulo, Pooja Sahore & Lisa Smith, Tabernacle Elementary School, ECET2 Tabs, Tabernacle, NJ, 03/08/19, NC
 - Kevin Greene, 2019 NJSBGA Conference/Expo, Harrah's Waterfront Conference Center, 03/10, 11, 12 & 13/19, NC
 - Susan McNally & Kristin Schwartz, Seton Hall University, South Orange, NJ, Police in the Nazi Period and Now, 03/13/19, NC

Motion by_____, Second by_____, to approve (items # 1.1 -1.4)

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: J. Hicks_____	Vice-President: J. Potter_____
D. Bozarth_____	R. Hann_____ M. Phillips _____
S. Phillips_____	L. Rickborn_____ A. Ushkowitz_____ B. Wright_____

2. Curriculum / Policy (Chairperson: S. Phillips, A. Ushkowitz, & B. Wright)

*(Curriculum / Policy Committee Meeting Agenda – 2/11/19)

- 2.1 2018-2019 School Level Objectives
 - School #1: During the 2018-2019 school year, at least 90% of 2nd grade students will improve at least two independent reading levels on the Fountas and Pinnell benchmark assessment, which addresses both reading fluency and comprehension.
 - School #1: During the 2018-2019 school year, at least 90% of 1st grade

students will achieve a 50% increase on the Narrative Writer's Workshop rubric, which addresses writing structure, development, and language conventions (equivalent to a 6 point or more increase on the rubric).

- School #1: During the 2018-2019 school year, at least 80% of Kindergarten representatives (students, staff, and parents) surveyed will indicate a positive perception of school culture through an evaluation of the school's physical environment, school-home communication, and a sense of school community and opportunities for involvement.
- School #2: During the 2018-2019 school year at least 80% of fourth grade students will increase their independent reading performance by two reading levels on the Fountas and Pinnell benchmarking assessment.
- School #3: During the 2018-2019 school year at least 80% of the students in eighth grade will attain a 75% or better on the math assessment identified strand.
- School #2/#3: During the 2018-2019 school year, School #2/#3 will create a school level committee comprised of administration, staff, parents, and students to create and implement a school level action plan based on a needs assessment to address the District Goal pertaining to enhancing school climate / culture. Implemented activities will be documented and reported to the Board of Education via monthly School Level Objective Progress Report.

Motion by_____, Second by_____, to accept the 2018-2019 School Level Objectives status reports (item # 2.1) Roll Call/Vote_____

2.2 First Reading Policies/Regulations – Policy Alert 217

- P2422 Health & Physical Education
- P2431.3 Practice and Pre-Season Heat-Acclimation for School Sponsored Athletics and Extra-Curricular Activities
- P2610 Educational Program Evaluation
- P4219 Commercial Driver's License Controlled Substance and Alcohol Use Testing
- P&R5111 Eligibility of Resident/Nonresident Students
- P5330.04 Administering an Opioid Antidote (New & Revised)
- P5337 Service Animals
- P5756 Transgender Students
- P&R7440 School District Security
- P8561 Procurement Procedures for School Nutrition Programs
- P8860 Memorials
- P2415.06 Unsafe School Choice Option
- R2460.8 Special Education-Free & Appropriate Public Education
- R5530 Substance Abuse
- P&R5600 Student Discipline/Code of Conduct
- P&R5611 Removal of Students for Firearms Offenses
- P&R5612 Assaults on District Board of Education Members or

Employees

- P&R5613 Removal of Students for Assaults with Weapons Offenses
- P&R8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses

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

*(Budget / Finance / Facilities Committee Meeting Agenda – 2/25/19)

3.1 Information Items:

Budget development for Fiscal Year 2019-2020 is ongoing.

- Committee plans to meet with Superintendent Harris and Business Administrator C. DeJoseph, March 13th and review FY 2019-2020 Budget in detail.
- Governor's State of the State address is March 5th. State aid notices will be distributed by end of day March 6th. We seek to adopt the tentative budget for submittal to the NJDOE at the Regular Board of Education Meeting scheduled for Monday, March 18, 2019.

Action Items:

- 3.2 Approval to advertise and issue an RFP for Food Service Management Company services.
- 3.3 Approval to change the March Board of Education meeting to March 18, 2019 due to the timeline for budget submission to the Burlington County of Education for review and approval of the Executive County Superintendent of Schools and the Executive County Business Administrator.
- 3.4 Accept the FY2018 Audit (CAFR) Comprehensive Annual Financial Report
- 3.5 Approval to enter into a services contract with Asbury Park, ITC
- 3.6 Approve waiver in Special Education Medicaid Initiative (SEMI) Program

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2019-2020 School Year and

Whereas, the Southampton Township Board of Education desires to apply for this Waiver due to the fact that Title 1 projects having 40 or fewer Medicaid eligible classified students.

Now Therefore Be It Resolved that the Southampton Township Board of Education hereby authorized the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Burlington an appropriate waiver of the requirements of NJAC A23A-5.3 for the 2019-2020 school year.

- 3.7 Authorize the payment of the December 2018 Capital Projects bill list in the amount of \$8,401.25

Motion by_____, Second by_____, to approve the Budget/Finance /Facilities items as recommended (items #3.2- 3.7) Roll Call/Vote_____

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

4.1 2018-2019 Board of Education Goals

- **Goal #1:** 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 during the summer of 2019.
- **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 adjustment aid. This action plan will include educating the school community as to the impact on district programming and operations 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, enhancing facilities security, and exploring the feasibility of adding an armed security officer.

Motion by_____, Second by_____, to accept the 2018-2019 Board of Education Goals Status Reports (Item #4.1) Roll Call/Vote_____

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, Contract Negotiations, Legal)

Time:

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	3/13/19	7:00 P.M.	Betty L. Wright Administration Building
Curriculum / Policy	3/18/19	6:00 P.M.	School #1 Faculty Room
Personnel / Students Services	3/18/19	7:00 P.M.	School #1 Faculty Room

Next Board of Education Meeting – March 18, 2019, School #1 All-Purpose Room

Miscellaneous inserts (GOLDENROD)

*Documents attached

Upcoming School Events – Dates to Remember

February	25	BOE Meeting – School #1 APR 8:00 PM
	25-1	Read Across America Week
	26	Character Parade
March	28	Prismatic Magic Laser Light Show
	1	Special Event Fridays – STEA Scholarship Day
	1	Lorax Book Swap
	4	PTA Executive Board Meeting – 6:30 – 8:30 – Media Center
	7	Parent Advisory Group – 6:00 PM
	8	Special Event Fridays – School Spirit
	11-15	Kindergarten Registration
	15	PTA Dance 7:00-9:00 – APR #2 – 6 th – 8 th
	15	Special Event Fridays – American Spirit
	18	BOE Meeting – School #1 APR 8:00 PM – Date changed from 25th
	20	First Day of Spring
	22	Special Event Fridays – Choose Kind
	27	IEP Progress Reports Distributed & Report Cards
	27	Administrative Team Meeting – BLWAB 9:00 AM – Staffing/Scheduling Meeting
	29	Special Event Fridays – School Spirit