Meetings:
6:30 p.m. - Personnel / Student Services Committee, School #1 Faculty Room
7:00 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, 2018, and *The Central Record* on March 15, 2018.

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: J. Hicks ___		Vice-President: J. Potter____	
D. Bozarth___	R. Hann____	A. Harrison____	M. Phillips _____
S. Phillips___	L. Rickborn _____	B. Wright____	

MOTION FOR EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS: (HIB investigations, Superintendent's recommendation to employ an evening custodian, Employee extended sick leave, additional hours for PT Counselor 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 investigations, Superintendent's recommendation to employ an evening custodian, Employee extended sick leave, additional hours for PT Counselor and Workshops).
Time:_____ p.m.
Motion _____ Second_____ Roll Call/Vote_____

ROLL CALL: BOARD OF EDUCATION MEMBERS:
President: J. Hicks_____ Vice-President: J. Potter_____
D. Bozarth_____ R. Hann_____ A. Harrison___ 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 March 15, 2018.

SALUTE TO THE FLAG

COMMUNITY TOPIC:

- Support Our Schools Advocacy Group (State aid reduction)

STUDENT RECOGNITION:

Kindergarten	Harry Eastburn, III
Grade 1	Julianna Millerline
Grade 2	Skylyn Nieuwenhuizen
Grade 3	Giovanni Oliveira
Grade 4	Gabriel Wilson
Grade 5	Isabella Fischetti
Grade 6	Hannah Horner
Grade 7	Joshua Avery
Grade 8	Garrett Lottes

EMPLOYEE OF THE MONTH RECOGNITION:
Mrs. Denise Ciesla – Administrative Assistant – School #1 Main Office
Mrs. Nola Tosti – Kindergarten Teacher – School #1

OTHER RECOGNITION:

- Chuck Oatman, Southampton Township Public Works Director

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: None

THANK YOU NOTES: - None

*APPROVAL OF MINUTES: November 26, 2018 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_____ A. Harrison___ M. Phillips ___
S. Phillips_____ L. Rickborn_____ B. Wright_____

REPORT OF THE BOARD SECRETARY: (PINK)

1. Information Items:

   1.1 BCIPJIF Safety and Financial Excellence awards, combined total $2,000
   - 2017-2018 Safety Award -Basic
   - Financial Performance- 2017-2018 loss ratio of <50%

2. Action Items:

   2.1 It is recommended that the Board:
   Approve transfers
   *Line items for the months of December 2018 as approved by Superintendent
   *Line items between November & December 2018 meetings as approved by Superintendent

   2.2 Authorize the following payments:
   *Authorize the payment of the December 2018 bill list in the amount of $271,045.64

   2.3 *Authorize payment of Interim Check Register and Electronic Fund Transfers for the period of November 26, 2018 and December 14, 2018 in the amount of $747,952.07

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

   2.5 *Accept the Treasurer's Report for the month of November 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 November 2018 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 November 2018 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 November 2018

2.9 *Accept November 2018 NutriServe Cafeteria Report and authorize Check Register in the amount of $15,659.40.

Motion by_____, Second by _____ to approve Board Secretary items (items #2.1-2.9) Roll Call/Vote_____

REPORT OF THE SUPERINTENDENT: (BUFF)

*Special Services Department

1.1 Information Items: - None

1.2 Action Items:

- Approval for Kate Brady to provide (5) hours total of additional/Home Instruction for student #160475 beginning on 11/30/18.

Motion by_____ , Second by ____ to approve (items #1.2) Roll Call/Vote_____

2. Harassment, Intimidation and Bullying Report

Incident Number	School	Founded/Unfounded
SS-03-11-20-18	School #3	Unfounded
SS-03-11-26-18-01	School #3	Unfounded
SS-02-11-26-2018	School #2	Unfounded
SO-3-11-27-18	School #3	Founded
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 - None

Motion by_____, Second by_____, to accept reports (items #2-6) 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)

- 4th Grade, Franklin Institute, Philadelphia, PA, 01/24/19. $1,611.00
- 2nd Grade, Adventure Aquarium, Camden, NJ, 05/15/19, $1,060.00
- 8th Grade, Esther Raab Holocaust Museum, Cherry Hill, NJ 02/21/19, $564.00

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

10. New Storage Facility Presentation (S. England)

11. *Staff Survey – Armed Security Officer

12. *American Education Week Visitation Reports

13. *2019-2020 School Calendar Discussion

14. *Enrollment – December 7, 2018

14.1 Total school enrollment = 709 (PSD-Grade 8, including in-district special education)

14.2 Special Education = 160

- Resident students in-district = 116
- Resident students sent out of district =16
- Speech and Language only = 28

COMMITTEE REPORTS: (GREEN)

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

*(Personnel / Student Services Committee Meeting Agenda – 12/17/18)

1.1 Superintendent's Recommendation for Employment

- Evening Custodian
  - Tyler Estlow, Step 1, effective January 1, 2019
- 2018-2019 Schedule B Appointments - None

1.2 • Approval for Employee Allison Shaughnessy, PT Guidance Counselor, to be paid for two extra days filling in, in co-workers absence at the per diem rate.

1.3 • Approval for School #1 teachers, Lisa Smith, Kayla Kasinski and Michelle Manfredi to be paid 45 hours, at the Home Instruction rate, for the Title I After School Enrichment Program which runs from 01/09/19 – 05/02/19.

1.4 Extended Sick Leave

- Permission to grant 44 days extended sick leave to employee #15101 in accordance with Title 18A:30-6 for potential use during medical leave of absence

1.5 Workshops

- Employee, Kayla Kasinski, Whole Child Approach, Medford Lakes, 12/13/18, NC
- Employee, Maile Irion, Parkway Central Library, AAP Book Buzz, Philadelphia, PA, 12/14/18, NC
- Employee, Ronald Nober, NJECC Conference, Cedar Grove, NJ, 01/08/19, $125.00
- Employee, Denise Sunbury, NJECC Conference, Cedar Grove, NJ, 01/08/19, $125.00

Motion by_____, Second by_____, to approve (items # 1.1 -1.5)

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: J. Hicks_____ Vice-President: J. Potter_____

D. Bozarth_____ R. Hann_____ A. Harrison___ M. Phillips ___

S. Phillips_____ L. Rickborn_____ B. Wright_____

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

(Curriculum / Policy Committee Meeting Agenda – No Meeting)

2.1 Information Item:

- Strauss Esmay Policy Alert #217 – January 2019 release date

2.2 2018-2019 School Level Objectives

- School #1: During the 2018-2019 school year, at least 90% of second 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 first 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 # 2.2) Roll Call/Vote_____

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

*Budget / Finance / Facilities Committee Meeting Agenda – 12/17/18

3.1 New Jersey American Water Company status report

*NJAWC Re: Wells Agreement, David Serlin

*NJAWC Application Documents, Archer Attorneys at Law

3.2 New Jersey American Water Company action item:

Authorizing Board President, Superintendent, and Business Administrator to sign all necessary permit applications and authorizations to governmental agencies to enable New Jersey American Water Company, Inc. to obtain permission to construct wells on Board property pursuant to an easement agreement, the terms of which the Superintendent, Business Administrator, and Board Attorney are authorized to negotiate on behalf of the Board.

Agencies include, but not limited to the following:

- Southampton Township Zoning Board
- Southampton Township Planning Board
- Southampton Township Historical Preservation Commission
- New Jersey Department of Environmental Protection
- Burlington County Planning Board

Motion by_____, Second by_____, to approve (item #3.2)
ROLL CALL: BOARD OF EDUCATION MEMBERS:
President: J. Hicks_____ Vice-President: J. Potter_____
D. Bozarth_____ R. Hann_____ A. Harrison___ M. Phillips ___
S. Phillips_____ L. Rickborn_____ B. Wright_____

3.3 Storage Facility Status Report (Planning Board, cost estimate, Historical Commission)
A key component to the bid specification is site work for demolition of existing building, removal of materials, restoration of grounds, water runoff, etc.

3.4 Authorize Dante Guzzi Civil Engineers to complete site surveys, prepare bid specifications, and any other reports for submittal to RYEB Architects for inclusion in bid specifications for Storage Facility, cost not to exceed $50,000;

And further to authorize Regan Young England Butera Architects to complete drawings, meet with and/or submit to various agencies, prepare bid specifications, and any other reports cost not to exceed $80,000.

Agencies include, but not limited to the following:

- Southampton Township Planning Board
- Southampton Township Historical Preservation Commission
- New Jersey Department of Environmental Protection
- Burlington County Planning Board

And further, authorize the architectural firm of REGAN YOUNG ENGLAND BUTERA, PC. (RYEBREAD) to submit to the Department of Education the necessary documentation for an "Other Capital Project", and further authorizes RYEBREAD to amend to the Districts Long Range Facilities Plan for the following Project.

The demolition of an existing storage barn and the construction

of a new facility in its place.

The Southampton Township BOE is not seeking State funding for this Project.

NJDOE State Project Number: 05-4930-070-19-1000.
Motion by _____, second by _____, to approve (item #3.4)

ROLL CALL: BOARD OF EDUCATION MEMBERS:
President: J. Hicks_____ Vice-President: J. Potter_____
D. Bozarth_____ R. Hann_____ A. Harrison___ M. Phillips ___
S. Phillips_____ L. Rickborn_____ B. Wright_____

3.5 *Authorize the payment of the December 2018 Capital Projects bill list in the amount of $8,401.25
Motion by _____, second by _____, to approve (item #3.5)

ROLL CALL: BOARD OF EDUCATION MEMBERS:
President: J. Hicks_____ Vice-President: J. Potter_____
D. Bozarth_____ R. Hann_____ A. Harrison___ M. Phillips ___
S. Phillips_____ L. Rickborn_____ B. Wright_____

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 adopt the 2018-2019 Board of Education Goals Action Plans and accept the Board of Education Goals Status Reports (Item #4.1) Roll Call/Vote_____

OLD BUSINESS: BCSBA Dinner Meeting – 12/04/18
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	TBD	TBD	TBD
Curriculum / Policy	TBD	TBD	TBD
Personnel / Students Services	1/28/19	6:30 P.M.	School #1 Faculty Room

Board of Education Organization – January 7, 2019, School #1 All-Purpose Room.
Next Board of Education Meeting – January 28, 2019, School #1 All-Purpose Room.

Miscellaneous inserts (GOLDENROD) - The Central Record, School districts enhance banking capabilities through competitive proposal process

*Documents attached - None

Upcoming School Events – Dates to Remember

December	20	IEP Progress Reports Distributed & Report Cards
	21	No PM Preschool – district early dismissal
	21	Special Event Fridays – STEA Scholarship Day
	21	PTA Winter Holiday Parties – 11:30 am – 12: 15 pm
	22-31	Winter Recess – School Closed
	25	Christmas Day
	26	Kwanzaa Begins/Boxing Day
January	1	New Year's Day – School Closed
	2	School Resumes
	4	Special Event Fridays – School Spirit
	7	PTA Executive Board Meeting – 6:30 – 8:30 – Media Center
	7	Family Science – 7:00 – 8:30 PM – APR #2
	7	BOE Reorganization Meeting – 7:00 PM – School #1 APR
	10	Family Math – 7:00-8:30 – APR #2
	11	PTA Dance 7:00-9:00–APR #2 - 6^{th}– 8^{th} – Semi Formal w/Student Council
	11	Special Event Fridays – American Spirit
	14	Family Science – 7:00 – 8:30 PM – APR #2
	15	Grade Level Meeting – Special Area
	17	Parent Advisory Group – 6:00 PM
	17	Family Math – 7:00-8:30 – APR #2
	18	Special Event Fridays – Choose Kind
	21	Martin Luther King, Jr. Birthday – School Closed
	22	Two Hour Delay Staff Development
	22	No AM Preschool – District 2 hour delay
	24	Family Math – 7:00-8:30 – APR #2
	25	Special Event Fridays – STEA Scholarship Day
	28	Family Science – 7:00-8:30 PM – APR #2
	28	BOE Meeting – School #1 APR 8:00 PM
	29	Sports Awards @ 2:30 School #2 APR
	31	Winter Concert School #2 @ 7:00 PM Warrior Dome