

**Meetings:****7:00 p.m. - Tour of Operations and Maintenance Facility****7:15 p.m. – Budget / Facilities, School #3, Media Center****7:45 p.m. – Executive Session, School #3, Media Center****8:00 p.m. – Public Meeting, School #3, Warrior Dome**

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 Incident, FMLA, Teacher Retirement 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 Incident, FMLA, Teacher Retirement 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 16, 2019 and *The Central Record* on January 24, 2019.

**SALUTE TO THE FLAG****COMMUNITY TOPIC:**

- New Operations and Maintenance Facility
- Procurement of new bleachers for the School #3 Warriordome
- School Climate / Culture Parent Focus Group Report

**STUDENT RECOGNITION:**

|              |                       |
|--------------|-----------------------|
| Kindergarten | Abraham Chapin        |
| Grade 1      | Ryan Welsh            |
| Grade 2      | Anthony Figueroa      |
| Grade 3      | Alina Szczepankiewicz |
| Grade 4      | Lulu Chiavaroli       |
| Grade 5      | Katie Lee             |
| Grade 6      | Atalia Rodriguez      |
| Grade 7      | Christina Ruiz        |
| Grade 8      | Dakota Fisher         |

**EMPLOYEE OF THE MONTH RECOGNITION:**

- Emily Gusrang – Physical Education/Health Teacher, School #2/3

**OTHER RECOGNITION:**

- Honoring our Veterans  
\*Purple Heart Highway Petition/Letter

**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:** Susan Basilar, Guidance Secretary, Seneca High School  
Barbara Godfrey, Remembrance

\*APPROVAL OF MINUTES: October 15, 2019 Regular and Executive (PINK)  
 Motion by\_\_\_\_\_, Second by\_\_\_\_\_, Roll Call/Vote\_\_\_\_\_

**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 \_\_\_\_\_

**REPORT OF THE BOARD SECRETARY: (PINK)**

**1. Information Items:**

**1.1 2019 Board of Education Election Results: (Three (3) Full Terms):**

- Jeffrey E. Hicks – 1,765 34.17%
- Amy Ushkowitz – 1,636 31.67%
- Suzanne Phillips - 1,675 32.42%
- Personal Choice - 90 1.74%

**2. Action Items:**

- 2.1 It is recommended that the Board:  
 Approve transfers  
 \*Line items for the month of **October 2019**, as approved by Superintendent.  
 \*Line items between **October and November 2019** meetings as approved by Superintendent.
- 2.2 Authorize the following payments:  
 \*Authorize the payment of the **November 2019** bill list in the amount of \$453,675.44
- 2.3 Accept the **Board Secretary's Report** for the month of **October 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 **October 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 **October 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 **October 2019**
- 2.7 \*Accept **October 2019** Nutri Serve Cafeteria Report and authorize Check Register in the amount of \$22,774.92

Motion by\_\_\_\_\_, Second by\_\_\_\_\_ to approve Board Secretary items (items #2.1-2.7) Roll Call/Vote\_\_\_\_\_

## REPORT OF THE SUPERINTENDENT: (BUFF)

## 1. \*Special Services Department

1.1 Information Items: None

1.2 Action Items: Approval for student #161011 to attend a full day program, out of district placement at Mary A. Dobbins effective start date of 10/29/2019 as per the student's IEP.

Approval for student #160798 to receive up to 10 hours of home instruction effective 10/24/2019. Instruction to be provided by Gary Winkleman. Compensation will be at the district's home instruction rate.

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-03-10-15-19                                                                   | School #3 | Not 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 – October 21, 2019

Motion by\_\_\_\_, Second by\_\_\_\_, to accept reports (items #3-7) 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)

- 3<sup>rd</sup> Grade, Academy of Natural Science, Philadelphia, PA, 11/21/19, \$979.00
- 6<sup>th</sup> Grade Band, Scottish Rite Auditorium, Collingswood, NJ 02/07/20, \$226.00
- 1<sup>st</sup> Grade, Patriots Theater, Trenton, NJ, 04/28/2020, \$960.50

Motion by\_\_\_\_, Second by\_\_\_\_, to accept the class trips (item #9) Roll Call/Vote \_\_\_\_

## 10. Memorandum of Agreement with New Jersey State Police

Motion to approve Memorandum of Agreement (item #10) between the New Jersey State Police and the Southampton Township School District for the 2019-2020 school year\_\_\_\_ Second\_\_\_\_ Roll Call/Vote\_\_\_\_

## 11. "Support Our Students" Advocacy Group Report

## 12. \*Enrollment – November 15, 2019

12.1 Total school enrollment = 692 (PSD-Grade 8, including in-district special education)

12.2 Special Education = 152

- Resident students in-district = 117
- Resident students sent out of district = 16
- Speech and Language only = 19

## COMMITTEE REPORTS: (GREEN)

1. Personnel / Student Services (Chairperson: J. Potter, M. Phillips & L. Rickborn)  
\*(Personnel / Student Services Committee Meeting – Committee Notes Only)
  - 1.1 Retirement
    - Bonnie Nippins, RtI Teacher, Effective 01/01/20 with regrets.
  - 1.2 Superintendent's Recommendation for Employment
    - Permission to fill the RtI vacancy resulting from retirement with a long-term substitute via Education Services Solutions (ESS)
  - 1.3 FMLA
    - Leave of Absence – Employee #15025, Effective 10/23/19, termination of leave to be determined (not to exceed 60 days)
  - 1.4 Workshops
    - Mary Ann Bill and Sheena Williams, BCPDI, Classroom Management Strategies for Oppositional and Defiant Students, 11/04/19, NC
    - Stephanie Tafilowski, CST / Related Service Provider, Evesham Schools, 10/14/19, NC
    - Brianna Allen, Monmouth University, ADHD and Executive Functioning, West Long Branch, NJ, 10/24/19, \$125

Motion by\_\_\_\_\_, Second by\_\_\_\_\_, to approve (items #1.1 - 1.4)

President: Jeffrey Hicks \_\_\_\_

Vice-President: Jennifer Potter \_\_\_\_

Donald Bozarth \_\_\_\_

Russell Hann \_\_\_\_

Marie Phillips \_\_\_\_

Suzanne Phillips \_\_\_\_

Louise Rickborn \_\_\_\_

Amy Ushkowitz \_\_\_\_

Betty Wright \_\_\_\_

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

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

\*(Budget / Finance / Facilities Committee Meeting Agenda – 11/18/19)

3.1 Information items:

- Budget development for Fiscal Year 2020-2021 has commenced
- 2018-2019 Comprehensive Annual Financial Report (audit) is delayed pending completion by Holman, Frenia and Allison, PC

3.2 Action items:

- 3.2.1 Approval to accept donation of a drum set by a community member (will be used for replacement parts)
- 3.2.2 Approval to accept a book donation from community member, Elizabeth Rossell to our School #2/#3 Media Center
- 3.2.3 Approval to procure bleachers from Burlington County College for the School #2/#3 Warriordome at the cost of \$2,760.00
- 3.2.4 Approval for Degler Whiting, Inc. to disassemble bleachers procured from Burlington County College and transport to Southampton.
- 3.2.5 Resolution authorizing the withdrawal of funds from capital reserve for the construction of the Operations and Maintenance Facility

**RESOLUTION AUTHORIZING THE WITHDRAWAL OF FUNDS  
FROM THE CAPITAL RESERVE ACCOUNT  
PURSUANT TO N.J.A.C. 6A:23A**

WHEREAS, N.J.A.C. 6A:23A-14.1 subsection (h), a district may withdraw capital reserve funds to capital outlay to fund excess costs of a school facilities project or to fund "other capital projects" which would not have otherwise been eligible for state support; and

WHEREAS, a district may also satisfy the approval requirement upon deposit at budget time as referenced in N.J.A.C. 6A:23A-14.1 subsection (d). If this method of approval is obtained the reserve deposit is restricted for the approved purpose and can be withdrawn at any time for such purpose by board resolution; and

WHEREAS, the Board of Education wishes to approve an eight hundred and thirteen thousand dollar (\$813,000) withdraw from the Capital Reserve effective March 25, 2019.

THEREFORE, BE IT RESOLVED by the Township of Southampton Board of Education, County of Burlington, State of New Jersey, that the Business Administrator shall withdraw the eight hundred and thirteen thousand dollar (\$813,000) amount from the Capital Reserve account.

Motion to approve the Budget/Finance/Facilities items as recommended. (items #3.2.1 – 3.2.5) \_\_\_\_\_ Second \_\_\_\_\_ Roll Call/Vote \_\_\_\_\_

President: Jeffrey Hicks \_\_\_\_\_ Vice-President: Jennifer Potter \_\_\_\_\_

Donald Bozarth \_\_\_\_\_ Russell Hann \_\_\_\_\_ Marie Phillips \_\_\_\_\_

Louise Rickborn \_\_\_\_\_ Amy Ushkowitz \_\_\_\_\_ Betty Wright \_\_\_\_\_

4. President's Council (J. Hicks, J. Potter 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 \_\_\_\_\_

President: Jeffrey Hicks \_\_\_\_\_ Vice-President: Jennifer Potter \_\_\_\_\_

Donald Bozarth \_\_\_\_\_ Russell Hann \_\_\_\_\_ Marie Phillips \_\_\_\_\_ Suzanne Phillips \_\_\_\_\_

Louise Rickborn \_\_\_\_\_ Amy Ushkowitz \_\_\_\_\_ Betty Wright \_\_\_\_\_

## OLD BUSINESS:

- NJSBA Workshop 2019 Report

## NEW BUSINESS:

- \*Resolution to New Jersey School Boards Association
- \*NJSBA Delegate Assembly – November 23<sup>rd</sup>
- NJSBA Burlington County Meeting, December 4<sup>th</sup>, @ 6:00 PM, Medford Village Country Club, 28 Golfview Drive, Medford, NJ
- BCIP JIF Dinner, December 4<sup>th</sup>, @ 6:00 PM, The Mansion on Main Street, 3000 Main Street, Voorhees, NJ
- Board of Education member sign-up for school related events

**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   | 12/16/19 | 7:00 P.M. | School #1 Office Complex |
| Curriculum / Policy          | TBD      | TBD       | TBD                      |
| Personnel / Student Services | 12/16/19 | 7:00 P.M. | School #1 Faculty room   |

**Next Board of Education Meeting – December 16, 2019, School #1 APR**

Miscellaneous inserts (GOLDENROD) – \*Southampton PTA Newsletter

\*Documents attached

## **Dates to Remember**

|                 |       |                                                          |
|-----------------|-------|----------------------------------------------------------|
| <b>November</b> | 18    | BOE Meeting – School #3 Warrior Dome 8:00 PM             |
|                 | 18    | Faculty Meeting - #2/#3 - #2 APR 3:25 PM                 |
|                 | 18-22 | PTA Book Fair – School #1 APR                            |
|                 | 19&20 | Parent Visitation                                        |
|                 | 20    | General Membership Meeting #2 – School #1 Café – 6:30 PM |
|                 | 22    | Special Event Fridays – STEA Scholarship Day             |
|                 | 25-27 | Evening Parent Conferences – Half day for Students       |
|                 | 28-29 | Thanksgiving Break – School Closed                       |
| <b>December</b> | 6     | Special Event Fridays – Choose Kind Wear Blue            |
|                 | 7     | Pearl Harbor Remembrance Day                             |
|                 | 7     | PTA Craft Show – Holiday Gift Shop – Santa Breakfast     |
|                 | 10    | Holiday Program Winter Concert – School #1               |
|                 | 12    | Winter Concert School #3 @ 7 PM Warrior Dome             |
|                 | 13    | Special Event Fridays – American Spirit                  |
|                 | 16    | BOE Meeting – School #1 APR 8:00 PM                      |
|                 | 20    | Report Cards Distributed                                 |
|                 | 20    | Special Event Fridays – STEA Scholarship Day             |
|                 | 20    | IEP Progress Reports Distributed & Report Cards          |
|                 | 23    | PTA Winter Holiday Parties – 11:30 am – 12: 15 pm        |
|                 | 24-1  | Winter Recess – School Closed                            |
|                 | 25    | Christmas Day                                            |
|                 | 26    | Kwanzaa Begins/Boxing Day                                |

