

Meetings:**6:00 p.m. - Executive Session, School #1 Faculty Room****6:30 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 DURING EXECUTIVE SESSION (HIB incidents, Superintendent’s recommendation of creation of behavior specialist and occupational therapist positions, advertising of the behavioral specialist, occupational therapist, and guidance counselor positions, 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 (HIB incidents, Superintendent’s recommendation of creation of behavior specialist and occupational therapist positions, advertising of the behavioral specialist, occupational therapist, and guidance counselor positions, 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.

SALUTE TO THE FLAG

COMMUNITY TOPIC: None due to COVID-19 Pandemic

STUDENT RECOGNITION: (Postponed Due to Guidance on COVID-19)

Kindergarten	Makayla Chesla
Grade 1	Elison Hahn
Grade 2	Ellie Hahn
Grade 3	Tyler Concurso
Grade 4	Kylie Cornelius
Grade 5	Kaylee Fisher
Grade 6	Eva Poteat
Grade 7	Savannah Avery
Grade 8	Harley Wirth

EMPLOYEE OF THE MONTH RECOGNITION: (Postponed Due to Guidance on COVID-19)

- Jacqueline Daddato – Literature Teacher - School #1
- Ronald Nober – Technology Teacher – School #2

OTHER RECOGNITION

The following students are being recognized for the South Jersey Elementary Honors Band. (Postponed Due to Guidance on COVID-19)

- Isabella Aydt
- Karena Kelly
- Kaden Penwell

The following student is being recognized for his acceptance into Region Band

- Benjamin Lardner

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:** Southampton Parents & Guardians Re: COVID-19 Virus
Letters dated: March 2nd, March 9th and March 13, 2020

LETTERS FROM: None

THANK YOU NOTES: None

***APPROVAL OF MINUTES: February 24, 2020 Regular (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 _____ Marie Phillips _____ Suzanne Phillips _____
 Jennifer Potter _____ Louise Rickborn _____ Betty Wright _____

REPORT OF THE BOARD SECRETARY: (PINK)**1. Information Items: None****2. Action Items:**

- 2.1 It is recommended that the Board:
 Approve transfers
 *Line items for the month of **February 2020**, as approved by Superintendent.
 *Line items between **February 2020 and March 2020** meetings as approved by Superintendent.
- 2.2 Authorize the following payments:
 *Authorize the payment of the **March 2020** bill list in the amount of \$407,735.23
- 2.3 Accept the **Board Secretary's Report** for the month of **February 2020**
- 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 **February 29, 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)**.
- 2.5 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 **February 29, 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.
- 2.6 Accept Revenue Account Status Report for **February 2020**.
- 2.7 *Accept **February 2020** Nutri Serve Cafeteria Report and authorize Check Register in the amount of \$
- 2.8 *Approve 2018-2019 Comprehensive Annual Financial Report Corrective Action Plan in response to audit findings and recommendations.

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: None

2. Harassment, Intimidation and Bullying (HIB) Report

Incident Number	School	Founded/Unfounded
SS-02-02-27-20	School #2	Founded
SS-02-03-10-20	School #2	Unfounded

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)

- 5th-8th Grades Lincoln Financial Field and Red Star Pizza, 06/10/20 \$250.00 (Contingent upon resolution of COVID-19 Pandemic)
- Field Trips scheduled for March and April have been canceled based on guidance from the Burlington County Health Department due to COVID-19

Motion by ____, Second by ____ to approve class trips (item #9)

Roll Call/Vote ____

10. *2019-2020 Initial Retention Lists

Motion by ____, Second by ____ to accept the 2019-2020 initial retention reports (item #10) Roll Call/Vote ____

11. 2020-2021 Kindergarten Enrollment Status Report (As of March 11, 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 – March 13, 2020

12.1 Total school enrollment = 705 (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 – 03/16/20)

1.1 FMLA – Leave of Absence

- Employee #1168, FMLA, NJFMLA, and Agreement with STEA, effective beginning – 09/03/20 – 01/04/21

Motion by _____, Second by _____ to approve Employee #1168, FMLA, NJFMLA item #1.1 Roll Call/Vote _____

1.2 Multiple Disabled Program Approval

Motion by _____, Second by _____ to apply for approval from the Burlington County Office of Education for a multiple disabled program for students with special needs in grades 2-4 (item #1.2) Roll Call/Vote _____

1.3 Creation & Approval of Related Services Positions

- Behavioral Specialist
- Occupational Therapist

Motion by _____, Second by _____ to create related services positions for a Behavioral Specialist and Occupational Therapist to support Special Services Department programming. This motion is contingent upon Burlington County Office of Education approval for a Multiple Disabled Program for students with special needs in grades 2-4 and adoption of the FY21 budget. (item#1.3). Roll Call/Vote _____

1.4 Approval to advertise the following positions:

- Behavioral Specialist
- Occupational Therapist
- Guidance Counselor (childcare leave)

Motion by _____, Second by _____, to approve advertising of positions listed in item #1.3. Filling of the behavioral specialist and occupational therapist positions is contingent upon Burlington County Office of Education approval for a multiple disabled program for students with special needs in grades 2-4 and adoption of the FY21 budget. (item#1.4). Roll Call/Vote _____

2. Curriculum / Policy (Chairperson: S. Phillips, J. Hicks, & M. Phillips)

(Curriculum / Policy Committee Meeting Agenda – no meeting)

2 *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_____

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

*(Budget / Finance / Facilities Committee Meeting Agenda – 03/16/20)

- 3.1 Information Items: None

Action Items:

- 3.2 FY21 draft budget approved by Board of Education for submission to the Executive County Superintendent and Executive County Business Administrator by March 20, 2020, for review/approval.
- 3.3 Approve Change Order #1 for RYEBREAD Project #5601A (Southampton Bollards). Change Order #1 includes the procurement and installation of eight (8) additional bollards at the rate of thirteen hundred dollars (\$1,300) each for a total often thousand and four hundred dollars (\$10,400).

Motion by_____, Second by_____, to approve the Budget/Finance/Facilities items as recommended (items #3.2 and 3.3) 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:

- BCSBA 8th Grade Dialogue, Thursday, March 26th @ Maple Shade Schools
(Cancelled due to COVID-19)
- Eighth Grader Dean Konopka was selected to represent our school district
- NJSBA School Finance Conference, Mercer County College, Friday, 02/29/20, Jeff Hicks attended.

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:_____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	04/27/20	TBD	School #1 Office
Curriculum / Policy	TBD	TBD	TBD
Personnel / Student Services	04/27/20	TBD	School #1 Faculty Room

FY21 Budget Public Hearing – April 27, 2020, 7:00 P.M., School #1 APR

Next Board of Education Meeting – April 27, 2020, School #1 APR

Miscellaneous inserts (GOLDENROD) -

*Documents

Dates to Remember

April	10-19	Easter/Spring Recess – School Closed
	20	School Resumes
	22	Administrative Professionals Day
	23	Take Our Children to Work Day –Teacher In Service – School Closed
	24	Arbor Day Concert (Postponed & may be rescheduled)
	24	Special Event Fridays – STEA Scholarship Day
	27	FY Budget Public Hearing – 7:00 PM – School #1 APR
	27	BOE Meeting – School #1 APR 8:00 PM
	28	Spring Picture Day
	30	Spring Choral Concert School #3 @ 7:00 PM Warrior Dome (Postponed)