

Meetings:**6:30 p.m. - Personnel / Student Services Committee, School #3 Media Center****6:30 p.m. – Budget / Facilities, School #3, Media Center Teacher Room****7:00 p.m. – Executive Session, School #3, Media Center****8:00 p.m. – Public Meeting, School #2, 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 of Employment for the Business Administrator, Entrepreneur Club stipend, a substitute nurse, Workshops, Southampton Honor Society Student Selection Issue) 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 of Employment for the Business Administrator, Entrepreneur Club stipend, a substitute nurse, Workshops, Southampton Honor Society Student Selection Issue) 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:**

- Fall 2018 STAR Foundation Mini-Grants

Staff Member	Position	School	Title	Cost
Brittany Kenny & Ron Nober	Art Teacher & STEAM/Technology Teacher	School #2	Entrepreneur Club Start-Up	\$2,792.71
Patricia Carpenter & Lisa Palmer	4 th Grade Teacher 4 th Grade Teacher	School #2	Primary Sources Come to Life	\$2,941.00
			Total Fall 2018 Grant Award	\$5,733.71
			Total awarded prior to Fall 2018	\$344,074.56
			Total Awarded to date:	\$349,808.27

- Entrepreneur Club Proposal (R. Nober and B. Kenney)
- School Security Presentation (Following Student Recognition)

STUDENT RECOGNITION:

Kindergarten	Tiffany Hawk
Grade 1	Hannah Crean
Grade 2	David Coyle, III
Grade 3	Whitney Pew
Grade 4	Tyler Cornelius
Grade 5	Jenna Pearson
Grade 6	Jacob Fisher
Grade 7	Jordon DuBois
Grade 8	Jason King

EMPLOYEE OF THE MONTH RECOGNITION:

- Jacqueline Daddato – School #1 Media Center Specialist
- Donna Lubner – First Grade Teacher

OTHER RECOGNITION: PARCC High Achievers

3rd Grade/Math – Aubri Barto, Annabelle Bryson, Emily Buddendorf, Ryan Horner, Jason Cohen, Tyler Cornelius, Emerson Cylc, Romain Del Ray, Alexander Dovas, Hannah Duke, Madelyn Fluharty, Chase Horner, Lindsay Kent, Christian Nuzzo, & Josephine Swogger.

3rd Grade/ELA – Madelyn Fluharty

4th Grade/Math – Patrick Fluharty, Jordan Hollingshed, & Kathryn Kutsmeda

4th Grade/ELA – Patrick Fluharty, Kathryn Kutsmeda, Isabella Ounjian, Eva Poteat, Taylor Topham, & Reese Valleau

5th Grade/Math – Benjamin Dahlin, Ally Hannah, Sophia Kelly, Dominic Kleinknecht, Angelo Mejia-Ranno, Jessica Rogers, Robert Tiver, Luke Urgo, Kasey Wickward, & Kailey Worrell

5th Grade/ELA – Daniel Bogardus, Angelo Mejia-Ranno, Anna Moore, Sawyer Nodine, Nathan Park, Jessica Rodgers, Ava Thomas, Robert Tiver, & Kasey Wickward, & Kailey Worrell

6th Grade/Math – Dylan Birnbohm-Kaminski, Natasha Park, & Sydney Stahl

6th Grade/ELA – Robert Drayton, Dakota Fisher, Benjamin Lardner, Grace Melillo, Ava Persing, Sydney Stahl & Morgan White

7th Grade/Math – Emily Gerber, Spencer Henry, Shiv Patel, Carter Scheimreif & Julianna Zimm.

7th Grade/ELA – Madison Bachmann, Dylan Bednarek, Luke Brendle, Julia Catando, Jake Chaudhary, Olivia Cooper, Emily Gerber, Jaylin Haines, Spencer Henry, Michaela Jones, Kya Julius, Triniti Parker, Shiv Patel, Siya Patel, Danae Poteat, Kendal Powell, Cheyenne Rogers, Carter Scheimreif, Fabrizio Scott, Lucy Scott, Elizabeth Shoemaker, Annmarie Zack & Julianna Zimm.

SCHOOL SECURITY PRESENTATION:

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: Mr. Thomas Rathjen, Department Chief, Hampton Lakes Fire Company #1

Mr. Barry Pratt, Chief, Vincent Fire Company #1

THANK YOU NOTES: None

***APPROVAL OF MINUTES:** September 24, 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 NJSBA Fall Conference October 22-25, 2018
- 1.2 Financial reports for July, August and September are on agenda for approval. Only September reports are included in packet as they are cumulative.

2. Action Items:

- 2.1 It is recommended that the Board:
Approve transfers
*Line items for the months of October 2018 as approved by Superintendent
*Line items between August and October 2018 meetings as approved by Superintendent
- 2.2 Authorize the following payments:
*Authorize the payment of the October 2018 bill list in the amount of \$438,899.11
- 2.3 *Interim Check Register and Electronic Fund Transfers for the period of

September 25, 2018 and October 12, 2018 in the amount of \$767,005.51

- 2.4 *Accept the **Board Secretary's Report** for the months of **July, August and September 2018** which are in agreement with the Treasurer's report
- 2.5 *Accept the Treasurer's Report for the months of **July, August and September 2018** which are 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 months of **July, August and September 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 **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 months of **July, August and September 2018**
- 2.9 *Accept July – September 2018 NutriServe Cafeteria Report and authorize Check Register in the amount of \$45,471.07

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

REPORT OF THE SUPERINTENDENT: (BUFF)

1. *Special Services Department

1.1 Information Items: None

1.2 Action Items:

- Approval for Morgan Spangler and Kelsey Masterton, paraprofessionals, to attend the free workshop sponsored by the State of New Jersey, Commission for the Blind and Visually Impaired, entitled Hands On Learning Strategies For Working With Braille Readers, A Workshop for Instruction Assistants on November 1, 2018 in Cherry Hill, New Jersey.
- Approval for a speaker from the **Child & Adolescent Anxiety Disorders Clinic** to present a workshop to the Southampton Parent Advisory Group, on October 23, 2018 at 6:30PM. The fee is \$150 for the presentation. Action Items: **2017-2018 Independent Evaluations**
- **2018-2019 Independent Evaluations**

In accordance with Policy 2468, Southampton Township School District requires all Independent Evaluations to adhere to New Jersey Regulations regarding professional license and certifications issued by the New Jersey Department of Education (N.J.A.C. 6A: 14-3.4) as well as with respect to

protections in the evaluation procedures (N.J.A.C. 6A: 14-2.5 (c)).

In addition, Southampton Township School District has established reasonable cost criteria, as allowable in the memorandum from the Office of Special Education, dated 10/01/2013.

Maximum allowable fees for Child Study Team and related evaluations:

Psychological Evaluation	\$ 500.00
Educational Evaluation	\$ 500.00
Social History	\$ 400.00
Psychiatric Evaluation	\$ 600.00
Neurological Evaluation	\$ 600.00
Neuro-Psychological Evaluation	\$2,500.00
Speech-Language Evaluation	\$ 500.00
Audiological Evaluation	\$ 300.00
Central Auditory Processing Evaluation	\$ 500.00
Occupational Therapy Evaluation	\$ 350.00
Physical Therapy Evaluation	\$ 350.00
Assistive Technology Evaluation	\$ 900.00
Vocational Assessment	\$ 500.00
Functional Behavioral Assessment (FBA)	\$1,000.00
Functional Behavioral Assessment & Adaptive Skills	\$ 500.00

Motion by _____, Second by _____ to approve (items #1.2) Roll Call/Vote _____

2. Harassment, Intimidation and Bullying Report

Incident Number	School	Founded/Unfounded
SO2-10-4-2018	School #2	Unfounded
SS01-10-3-2018	School #1	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 - 10/4/18

Motion by _____, Second by _____, to accept reports (items #3-7)
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) - None

10. *2018-2019 New Jersey Quality Single Accountability Continuum (NJ QSAC)

11. New Jersey Quality Single Accountability Continuum Components

- 11.1 *2018-2019 Comprehensive Maintenance Plan
- 11.2 *2018-2019 Certified School Nursing Plan
- 11.3 *2018-2019 Emergency Management Plan (Book Available)

11.4 *Annual Facilities Health and Safety Evaluation of School Buildings

11.5 *2018-19 School Safety / Security Plan Review Statement of Assurance

Motion by _____, Second by _____, to accept, approve and submit the 2018-2019 NJ QSAC District Performance Reviews (item #10), required components (item #11), and Board of Education Resolution to the New Jersey Department of Education.

Roll Call/Vote _____

12. *Enrollment – October 15, 2018

12.1 Total school enrollment = 710 (PSD-Grade 8, including in-district special education)

12.2 Special Education = 157

- Resident students in-district = 113
- 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 – 10/15/18)

1.1 Superintendent's Recommendation for Employment

1.1.1 Business Administrator

- Mrs. Casey DeJoseph, Business Administrator/Board Secretary , Effective 1/1/19
- 2018-2019 Business Administrator Contract - salary in accordance with contract approved by the Burlington County Executive Superintendent of Schools and prorated for the balance of 2018-2019

Motion by _____, second by _____ to appoint Business Administrator/ Board Secretary and corresponding employment contract, item 1.1.1

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 _____

1.1.2 Substitute Nurse

Mrs. Elena Applegate

1.1.3 Laurie Ann Powell, RtI Teacher, Step 8, MA, effective 12/14/18

1.2 FMLA – Leaves of Absence – None

1.3 Appointment of Anti-Bullying Specialist

- Alison Shaughnessy – Counselor

1.4 *Approve creation of Entrepreneur Club for students in grades 5-8

1.5 Adopt Entrepreneur Club Job Description

1.6 Approve Schedule B stipend for Entrepreneur Club Advisors – 2 positions @ \$4,217.00 per position

- 1.7 Adopt the New Jersey Principal Evaluation for Professional Learning (NJPEPL) instrument for the 2018-2019 school year and rescind the use of the McRel Balanced Leadership Framework to conduct administrator evaluations
- 1.8 Workshops
- Kelsey Masterton & Morgan Spangler, (Paraprofessionals) Handson Learning, Commission for the Blind, Strategies for Working with Braille Readers, 11/01/18, NC
 - Employee #1259, CEFM, Workplace Communication, NJ Educational Facility Management Program, Mays Landing, NJ, 12/07/2018, \$132
 - Employee #1259, CEFM, Code Compliance Update, NJ Educational Facility Management Program, Galloway, NJ 12/15/2018, \$245

Motion by_____, Second by_____, to approve (items # 1.1.2 -1.8)

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_____

- 1.9 *Approve “Vets in Training” Program at a cost of \$1,125 session (2 sessions), with 15 students participating per session.

Motion by_____, Second by_____, to eliminate the School #2 Homework Club and create and reallocate funds to the “Vets in Training” Program (item # 1.9)

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 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.
- 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.

2.2 Second Reading Policies / Regulations (Strauss Esmay Policy Alert #216)

- P & R #5561 Use of Physical Restraint / Seclusion Techniques for Students with Disabilities
- P & R #1613 Disclosure / Review of Applicant's Employment History
- P #8561 Procurement Procedures for School Nutrition Programs

Motion by_____, Second by_____, to accept the 2018-2019 School Level Objectives status reports (item # 2.1) and adopt the policies / regulation revision in Strauss Esmay Policy Alert #216 (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 – October 15, 2018)

- 3.1 Emergency Management Consultants, LLC, property and building surveillance 10/30/2018, 6:00 P.M. through 10/31/18, 6:00 A.M. \$480.00
- 3.2 *Award of Banking Services/Official Depository of Funds Contract
Lenape Region School District Consortium to Republic Bank effective January 1, 2019
- 3.3 Authorize Regan Young England Butera Architects to prepare a project submission to the NJDOE for security enhances including, but not limited to, cameras, lighting, barriers, school security office on a time and material basis.

Motion by_____, Second by_____, to approve the Budget /Finance / Facilities items as recommended (items #3.1-3.3) 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 fall of 2019.

Budget/Finance/Facilities Committee

- **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.

Budget/Finance/Facilities Committee

- **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.

Personnel/Student Services Committee

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

- 4.2 • *Southampton Township Board of Education Communications Charter

OLD BUSINESS:

- Adjustment Aid Advocacy Group Status Report
- Carol E. Larsen Master Board Certification presentation at the County meeting on 10/04/18.

NEW BUSINESS:

PUBLIC COMMENTS:

Members of the public are invited to submit any general comments during the 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	11/26/2018	6:30	School #1 Faculty Room
Curriculum / Policy	TBD	TBD	TBD

Personnel / Students Services	11/26/18	6:30	School #1 Faculty Room
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Next Board of Education Meeting – November 26, 2018, School #1 All-Purpose Room

Miscellaneous inserts (GOLDENROD)

*Documents attached – None

Upcoming School Events – Dates to Remember

October	15-19	School Violence Awareness Week
	17	Family Science – 7:00-8:30 – APR #2
	18	Parent Advisory Group – 6:00 PM
	18	Family Math – 7:00-8:30 – APR #2
	19	Vincentown Garden Club
	19	Special Event Fridays – American Spirit
	20	Antique Show- Southampton Historical Association
	22	PTA Executive Board Meeting – 6:30–8:30 Media Center
	23-27	Red Ribbon Week
	24	Family Science – 7:00-8:30 – APR #2
	25	Family Math – 7:00-8:30 – APR #2
	26	Special Event Fridays – STEA Scholarship Day
	27	PTA Color Run 7:30 – 12:30 - School Grounds
	31	Halloween Parade & Parties – Parade @1:45, Parties @2:15-2:45
November	1	Family Math – 7:00-8:30 – APR #2 – Makeup
	2	Special Event Fridays – Choose Kind
	6	Election Day
	6	Sports Awards @ 2:30, School #2 APR
	7	Family Science – 7:00-8:30 – APR #2
	8 – 9	NJEA Convention – School Closed
	12-16	American Educators Week
	13-14	American Education Week – Parent Visitation
	14	Family Science – 7:00-8:30 – APR #2 – Makeup
	15	Fall Photos – Makeup – School #2/#3
	16	Fall Photos – Makeup – School #1
	16	Special Event Fridays – School Spirit
	19	Food Drive Pickup
	19	Evening Parent Conferences
	21	No PM Preschool – district early dismissal
	22-23	Thanksgiving Recess – School Closed
	26	BOE Meeting – School #1 APR 8:00 PM