Meetings:
7:15 p.m. - Budget / Facilities Committee, School #1 Office Complex
7:45 p.m. – Personnel / Student Services Committee, School #1 Faculty Room
8:00 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_____	

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:

- SOS Lenape Region Community Support - Petition
- Teachers of the Year 2019-2020
    - School #1 – Denise Sunbury, I-STEAM Teacher
    - School #2 – Carol Pero, Special Education Teacher
    - School #3 – Brittany Kenney, Art Teacher

STUDENT RECOGNITION:

Kindergarten	Chase Albany
Grade 1	Ryland Bauman
Grade 2	Chase Bauer
Grade 3	Nikolas Flemming
Grade 4	Oliva Cleveland
Grade 5	Courtney Beebe
Grade 6	Jack Insinga
Grade 7	Vincent Martinez
Grade 8	Jade Gilliland

EMPLOYEE OF THE MONTH RECOGNITION:

- Randall Meyer, Physical Education Teacher – 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 TO: None

LETTERS FROM:

- Burlington City School District - Burlington Crisis Response Team Acknowledgement – Danielle Madison

THANK YOU NOTES: None

*APPROVAL OF MINUTES: January 27, 2020 Regular and Executive (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:

   1.1 Mr. David McNally, representative from Holman Frenia Allison, P.C. will provide a summary of the 2018-2019 audit.

2. Action Items:

   2.1 It is recommended that the Board:
   Approve transfers
   *Line items for the month of **January 2020**, as approved by Superintendent.
   *Line items between **January 2020 and February 2020** meetings as approved by Superintendent.

   2.2 Authorize the following payments:
   ***Authorize the payment of the **February 2020** bill list in the amount of $480,622.36

   2.3 Accept the **Board Secretary's Report** for the month of **January 2020**

   2.4 Accept the **Treasurer's Report** for the months of **July and August 2019**

   2.5 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 31, 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).**

   2.6 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 **January 31, 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.

   2.7 Accept Revenue Account Status Report for **January 2020.**

   2.8 *Accept **January 2020** Nutri Serve Cafeteria Report and authorize Check Register in the amount of $24,201.75

   2.9 *Approve 2018-2019 Comprehensive Annual Financial Report, audit findings and recommendations.

   2.10 Authorize Board of Education Vice President Amy Ushkowitz to act as an alternate signatory for the District's accounts.

   2.11 Resolution to approve and accept the Burlington County Insurance Pool Joint Insurance Fund Indemnity and Trust Agreement as listed below.

BURLINGTON COUNTY INSURANCE POOL
JOINT INSURANCE FUND
(BCIP JIF)
INDEMNITY AND TRUST AGREEMENT

THIS AGREEMENT, made this 24th day of February 2020, in the County of **Burlington**, State of New Jersey, by and between: Burlington County Insurance Pool Joint Insurance Fund (BCIP JIF), hereinafter referred to as "JIF", and the **Southampton Township Board of Education,** hereinafter referred to as "Board";

WITNESSETH:

WHEREAS, several school districts have collectively formed a joint insurance fund as such an entity is authorized and described in N.J.S.A. 18A:18B-1 et. seq.; and

WHEREAS, the Board has agreed to become a member of the JIF in accordance with and to the extent provided for in the Bylaws of the JIF and in consideration of such obligations and benefits to be shared by the membership of the JIF;

NOW, THEREFORE, it is agreed as follows:

1. The Board, upon entering the JIF, accepts the JIF's Bylaws as may be approved and adopted and agrees to be bound by and to accept and to comply with each and every provision of the JIF's Bylaws and applicable statutes and/or administrative regulations pertaining to same.

2. The Board agrees to participate in the JIF with respect to the types of insurance listed in the Board's "Resolution To Renew Membership".

3. The Board agrees to become a member of the JIF for a period not to exceed three (3) years, the commencement of which shall coincide with the effective date of the "Resolution To Renew Membership."

4. The Board certifies that it has never defaulted on any claims if self-insured and has not been canceled for non-payment of insurance premiums for a period of at least two (2) years prior to the date hereof.

5. In consideration of membership in the JIF, the Board agrees that it shall jointly and severally assume and discharge the liability of each and every member of the JIF all of whom, as a condition of membership in the JIF, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the Board is pledged to the punctual payment of any sums which shall become due to the JIF in accordance with the Bylaws thereof, this Agreement or any applicable statutes and/or regulations. However, nothing herein shall be construed as an obligation of the Board for claims and expenses that are not covered by the JIF, or for that portion of any claims or liability which exceeds the JIF's limits of coverage.

6. If the JIF, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Board agrees to reimburse the JIF for all such reasonable expenses, fees and costs on demand.

7. The Board and the JIF agree that the JIF shall hold all monies paid by the Board to the JIF as fiduciaries for the benefit of JIF claimants all in accordance with applicable statutes and/or regulations.

8. The JIF shall maintain a trust account as defined in the Bylaws and in accordance with N.J.A.C. 4:15-4.6 et seq. for the following categories of risk and liability:

    1. Workers' Compensation and Employers' Liability
    2. General Liability and Automobile Liability
    3. Educator's Legal Liability, including Employment Practices Liability
    4. Property Insurance, including Automobile Physical Damage
    5. Employee Dishonesty (Crime) Insurance
    6. Boiler & Machinery/Equipment Breakdown
    7. Cyber Liability
    8. Violent and Malicious Acts
    9. Pollution and Mold Legal Liability
    10. Disaster Management Services
    11. Unmanned Aerial Systems Liability
    12. Student Accident on an Annual Elective Basis

The JIF shall maintain its trust account solely for the payment of claims, allocated claim expense and primary, excess and/or reinsurance premiums for each such risk or liability or as "surplus" as such term is defined by applicable state statute and/or administrative code(s).

9. Each Board who shall become a member of the JIF shall be obligated to execute this Agreement.

Motion by_____, Second by _____ to approve Board Secretary items (items #2.1-2.11) Roll Call/Vote_____

REPORT OF THE SUPERINTENDENT: (BUFF)

1. *Special Services Department

1.1 Information items: None

1.2 Approval items:

- Approval for student #161118 to receive up to 20 hours of home instruction as per his doctor's note, effective start date of February 12, 2020. 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 - None

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 #3-6) 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) - None

10. 2020-2021 Kindergarten Enrollment Status Report (As of February 20, 2020):

- On-line pre-registrations = 37
- Pre-school students projected for general education = 5
- Total projected enrollment = 42
- Projected class sections = 3

11. *Enrollment – February 15, 2020

11.1 Total school enrollment = 704 (PSD-Grade 8, including in-district special education)

11.2 Special Education = 167

- Resident students in-district = 130
- Resident students sent out of district = 16
- Speech and Language only = 21

COMMITTEE REPORTS (GREEN)

1. Personnel / Student Services (Chairperson: A. Ushkowitz, L. Rickborn & B. Wright)

*(Personnel / Student Services Committee Meeting – 02/24/20)

1.1 Field Experience Undergraduate Program

- Jordan Stewart, Speech Pathologist undergraduate class requirement/field experience, March 9 – 11, 2020.

1.2 Workshops

- 2019-2020 BCPDI Workshop description, dates and attendees (attached) NC.
- Kristen Schwartz and Stephanie Stevenson, TCNJ, Advisor's Workshop, 03/16/20, $60.00
- Christine Palmer, University Hospital, Newark, NJ, 03/23/20, NC

Motion by_____, Second by_____ to approve field experience for Jordan Stewart item #1.1 and workshops item #1.2 Roll Call/Vote _____

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

(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 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 – 02/24/20)

3.1 Information Items:

- Governor's State of the State address is February 25th. State aid notices should be distributed by end of day on February 27th. We seek to adopt the tentative budget for submittal to the NJDOE at the Board of Education Meeting (rescheduled) for Monday, March 16, 2020.
- Superintendent Harris and Business Administrator C. DeJoseph, will meet with sub-committees on March 3rd and review FY21 Budget in detail.

3.2 Action items:

- Accept bid results for the Southampton Township Board of Education's Security Office Project #5601A, and issue award of **Project A (Office) bid to Duall Building Restoration, Inc. of 531 Union Mill Road, Mount Laurel, NJ 08054,** with a base bid amount of **$121,500.00** and **Project B (Bollards) bid to Aliano Brothers General Contractors, Inc. of 2560 Industrial Way, Vineland, NJ 08360,** with a bid amount of **$48,700.00**.

BID RESULT FORM

14 FEBRUARY 2020

SECURITY OFFICE EXTERIOR BOLLARDS
SOUTHAMPTON TOWNSHIP SCHOOLS
RYEBREAD PROJECT #5601A

Bidder	Project A - Office	Project B - Bollards	Project C- Combined	UP 01- Per Bollard
J.H. Williams Enterprises	$132,000	$77,000	$209,000	$2,000
Duall Building Restoration, Inc.	$121,500	$62,000	$183,500	$1,900
Aliano Brothers	$138,500	$48,700	$179,800	$1,300
MJJ Construction, LLC	$168,000	$60,000	$228,000	$2,000
Average	$140,000	$61,925	$200,075	$1,800

Motion by_____, Second by_____, to accept bid results and award project bids as listed (item #3.2) 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_____

4.2 March 2020 Board of Education meeting date change

Motion to move the March 23, 2020 Board of Education meeting to March 16, 2020 for the purpose of approving submission of the FY21 Budget to the Burlington County Office of Education by March 20, 2020.

Motion to move the March 23, 2020 Board of Education meeting to March 16, 2020. (Item 4.2) Motion by_____, Second by_____ Roll Call Vote_____

OLD BUSINESS:

- BCSBA February 5, 2020 Meeting
- Shamong, Southampton, Tabernacle and Woodland Board of Education meeting (non-quorum) at Tabernacle on Thursday, January 16, 2020 - Report

NEW BUSINESS:

- Report on "Equity from the Board room to the Classroom" NJSBA Seminar held on February 8, 2020 (S. Phillips & A. Ushkowitz)
- Report on NJSBA County Association Leadership (CAL) Meeting, February 22, 2020 (J. Hicks)
- BCSBA 8th Grade Dialogue, Thursday, March 26th @ Maple Shade Schools
- Status Report on Employee of the Month Committee (S. Phillips).

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	03/16/20	7:00 PM	School #1 Office
Curriculum / Policy	TBD	TBD	TBD
Personnel / Student Services	03/16/20	7:30 PM	School #1 Faculty Room

Next Board of Education Meeting – March 16, 2020, School #1 APR

Miscellaneous inserts (GOLDENROD) - None

*Documents

Dates to Remember

February	28	Author Day 9:00 AM School #3 WD
	28	Special Events Fridays – STEA Scholarship Day
March	2-6	Read Across America Week
	3	Character Parade – Pre K -2
	4	PTA BOD Meeting 6:30-8:30 Media Center, School #3 (Chairs and Officers)
	4	STEAM Night K-8 6:30-8:00
	6	Lorax Book Swap
	6	Special Event Fridays – Choose Kind
	9-13	Kindergarten Registration Week
	9	Two Hour Delay – Teacher In Service
	13	Special Event Fridays – School Spirit
	13	PTA Dance 7:00-9:00 – APR #2 – 6th – 8th
	13	Family Movie Night w/PTA – 7:00 – 8:30 PM #1 APR and Cafe
	16	PTA Prismatic Laser Show PTA K-2, 9:00-9:40, Renaissance 3-5, 9:50-10:30 WD
	16	BOE Meeting – School #1 APR 8:00 PM
	18	PTA Prismatic Magic Laser Light Show – 9:00 AM
	20	Special Event Fridays – American Spirit
	27	Special Event Fridays – STEA Scholarship Day
	30	Faculty Meeting - #2/#3 - #2 APR 3:25 PM