

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

FEBRUARY 22, 2021



MEETINGS:

6:30 p.m. – Budget, Finance, & Facilities, School #3 Media Center

7:30 p.m. – Executive Session, School #3 Media Center

8:00 p.m. – Public Meeting, School #3 Warrior Dome

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION, SOUTHAMPTON, NJ 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:

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 10, 2021, posted on the district website and the Southampton Township School District Facebook page. Notification of public access to the Virtual meeting was communicated via the district messaging system, posted on the district website, and posted on the Southampton Township School District Facebook page.

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ROLL CALL BOARD OF EDUCATION MEMBERS:

Board of Education Member	Present	Absent
Donald Bozarth		
Sean Cassel		
Russel Hann		
John McMichael		
Suzanne Phillips		
Jennifer Potter		
Betty Wright		
Amy Ushkowitz, <i>Vice President</i>		
Jeffrey Hicks, <i>President</i>		

MOTION BY THE BOARD OF EDUCATION TO ENTER EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS: (Superintendent's Recommendation for Employment, FMLA, Extended LOA, Job Description, STEA Grievance, STEA Negotiations, Board Office Visitors, Solar Array)
TIME: _____ **MOTION:** _____ **SECOND:** _____ **ROLL CALL/VOTE**

MOTION BY THE BOARD OF EDUCATION TO CLOSE EXECUTIVE SESSION. THE BOARD DISCUSSED THE FOLLOWING ITEMS: (Superintendent's Recommendation for Employment, FMLA, Extended LOA, Job Description, STEA Grievance, STEA Negotiations, Board Office Visitors, Solar Array)
TIME: _____ **MOTION:** _____ **SECOND:** _____ **ROLL CALL/VOTE**

SALUTE TO THE FLAG

COMMUNITY TOPIC: SOS Update

STUDENT RECOGNITION: Pending

EMPLOYEE OF THE MONTH RECOGNITION: Pending

OTHER RECOGNITION: None

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

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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: None

APPROVAL OF MINUTES:

REGULAR & EXECUTIVE MEETINGS: January 25, 2021

MOTION: _____ **SECOND:** _____ **ROLL CALL/VOTE**

Board of Education Member	YAY	NAY	ABSTAIN
Donald Bozarth			
Sean Cassel			
Russel Hann			
John McMichael			
Suzanne Phillips			
Jennifer Potter			
Betty Wright			
Amy Ushkowitz, <i>Vice President</i>			
Jeffrey Hicks, <i>President</i>			

SPECIAL & CLOSED EXECUTIVE MEETING: January 20, 2021

MOTION: _____ **SECOND:** _____ **ROLL CALL/VOTE**

Board of Education Member	YAY	NAY	ABSTAIN
Donald Bozarth			
Sean Cassel			
Russel Hann			
John McMichael			
Suzanne Phillips			Conflicted
Jennifer Potter			
Betty Wright			
Amy Ushkowitz, <i>Vice President</i>			
Jeffrey Hicks, <i>President</i>			Conflicted

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SPECIAL & CLOSED EXECUTIVE MEETING: February 3, 2021

MOTION: _____ **SECOND:** _____ **ROLL CALL/VOTE**

Board of Education Member	YAY	NAY	ABSTAIN
Donald Bozarth			
Sean Cassel			
Russel Hann			
John McMichael			
Suzanne Phillips			Conflicted
Jennifer Potter			
Betty Wright			
Amy Ushkowitz, <i>Vice President</i>			
Jeffrey Hicks, <i>President</i>			Conflicted

SPECIAL & CLOSED EXECUTIVE MEETING: February 4, 2021

MOTION: _____ **SECOND:** _____ **ROLL CALL/VOTE**

Board of Education Member	YAY	NAY	ABSTAIN
Donald Bozarth			
Sean Cassel			
Russel Hann			
John McMichael			
Suzanne Phillips			Conflicted
Jennifer Potter			
Betty Wright			
Amy Ushkowitz, <i>Vice President</i>			
Jeffrey Hicks, <i>President</i>			Conflicted

SPECIAL & CLOSED EXECUTIVE MEETING: February 17, 2021

MOTION: _____ **SECOND:** _____ **ROLL CALL/VOTE**

Board of Education Member	YAY	NAY	ABSTAIN
Donald Bozarth			
Sean Cassel			
Russel Hann			
John McMichael			
Suzanne Phillips			Conflicted
Jennifer Potter			
Betty Wright			
Amy Ushkowitz, <i>Vice President</i>			
Jeffrey Hicks, <i>President</i>			Conflicted

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REPORT OF THE BOARD SECRETARY:

INFORMATION ITEMS:

- Financial Disclosure Statements were sent out on February 19, 2021. New BOE Members have 30 days to complete the information, existing members have until April 30, 2021.
- Emergency Expenditure Report, in accordance with Regulation #6422, subsection E.

ACTION ITEMS:

- 1.1** It is recommended that the Board Approve transfers *Line items for the months of **JANUARY – FEBRUARY 2021**, as approved by the Superintendent.
- 1.2** Authorize the following payments *Payment of the **February 2021** bill list in the amount of \$667,223.57
- 1.3** Accept the ***Board Secretary's Report** for the month of **January 2021**.
- 1.4** Accept the ***Treasurer's Report** for the month of **January 2021**.
- 1.5** Approve the *Board Secretary's Monthly Certification Budgetary Line Item Status, Pursuant to **NJAC 6:A:23-2.1(c)3**, I certify that as of **January 2021**, no budgetary line item account has encumbrances and expenditures, which in total exceed line item appropriation in violation of **NJAC 6A:23-2.11(a)**.
- 1.6** 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 2021** 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:A23-2.11(b)** and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
- 1.7** Accept *Revenue Account Status Report for **January 2021**.
- 1.8** Accept **January 2021** *Nutri-Serve Cafeteria Report and authorize check register in the amount of \$21,089.29

MOTION: _____ **SECOND:** _____ **to approve Board Secretary (item #s 1.1 – 1.8 as listed) ROLL CALL/VOTE**

REPORT OF THE SUPERINTENDENT:

INFORMATION ITEMS:

- 1. *Special Services Department**
 - 1.1 Information Items: None**
 - 1.2 Action Items: None**

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2. Harassment, Intimidation and Bullying (HIB) report - None

Incident Number	School	Founded/Unfounded
	School #	Founded/Unfounded
Motion to affirm HIB incidents (item #2) _____ Second _____ Roll Call/Vote _____		

3. *Curriculum Director's Report

4. *Nurse's Report

5. *Fire & Security Drill Reports

6. *Suspension Reports

MOTION: _____ **SECOND:** _____ **to approve (item #s 3 – 6)**

ROLL CALL/VOTE

7. *2020-2021 School District Goals Action Plans / Progress Report

7.1 Enhancing School Climate/Culture

7.2 Differentiated Instruction

7.3 Social/Emotional Learning

MOTION: _____ **SECOND:** _____ **to approve (item # 7)**

ROLL CALL/VOTE

8. 2021-2022 Kindergarten Enrollment Status Report

- Online pre-registrations = 34
- No internet, package requested = 0
- Pre-school students = 7
- Potential Retentions = TBD
- April 27, 2021 K Registration Make-Up = TBD
- May 18, 2021 K Registration Make Up = TBD

Total Possible Enrollment = 41

9. *Enrollment – February 15, 2021

9.1 Total school enrollment = 706 (PSD – Grade 8, including in-district special education)

9.2 Special Education = 181

- Resident students in-district = 147
- Resident students sent out of district = 10
- Speech and Language only = 24

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COMMITTEE REPORTS

- 1. PERSONNEL/STUDENT SERVICES** (Chairperson: A. Ushkowitz, J. McMichael, & B. Wright) Administrative Facilitator: Superintendent C. Kobik

*Personnel/Student Services Committee Meeting – TBD

1.1 Job Description

- Approve Title I Action Program Teacher job description

1.2 Superintendent's Recommendation for Employment:

- Kelsey Honeyford, FT Speech/Language Specialist, MA+30, Step 1, \$58,060 prorated, effective March 1, 2021
- Requesting approval for Colbey Salay to complete a full year clinical practical in the area of Health & Physical Education in School # 1 to complete her requirements in elementary education. Placement will begin March 2021 and continue through October 2021.
- Appointment of Laurie Ann Powell, Nicole Dennis, and Pooja Sahore as Title I Action Program teachers effective 2/24/2021 – 06/16/2021

1.3 FMLA / Leave of Absence – NJFLA, and agreement with STEA

- Employee #1148, FMLA effective 03/22/2021 – 04/12/2021
- Employee #15024, Extended LOA until 03/24/21

MOTION: _____ **SECOND:** _____ **to approve (item #s 1.1 – 1.3)**

ROLL CALL/VOTE

- 2. CURRICULUM/POLICY COMMITTEE** (Chairperson: S. Phillips, R. Hann, & J. Hicks)
Administrative Facilitator: Superintendent C. Kobik

*Curriculum/Policy Committee Meeting – February 10, 2021

2.1 2020 – 2021 School Level Objectives

School #1 – During the 2020-2021 school year, 80% of 1st grade students will achieve a set goal of high frequency word fluency which will be determined by their benchmark assessment baseline

School #1 – During the 2020-2021 school year, at least 80% of 2nd 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 New Jersey Student Learning Standards.

School #1 – During the 2020-2021 school year 100% of staff will increase their knowledge and utilization of instructional technologies pertaining to in-person and/or remote learners.

School #2 – During the 2020-2021 school year at least 80% of 3rd grade students will increase in an identified area of need on the Narrative Writer's Workshop

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rubric by at least 50% which addresses structure, development and language conventions.

School #3 – During the 2020-2021 school year at least 80% of 7th grade students will attain a score of 75% or better on an identified strand of need on an approved math assessment.

School #2/3 – During the 2020-2021 school year 100% of staff will increase their knowledge utilization of instructional technologies pertaining to in-person and/or remote learners.

MOTION: _____ **SECOND:** _____ **to accept the 2020 – 2021 School Level Objectives Status Report (item# 2.1)**

ROLL CALL/VOTE

2.2 SECOND READING OF POLICIES/REGULATIONS (Policy Alert #219)

- P0152 Board Officers

MOTION: _____ **SECOND:** _____ **to approve upon second reading and adoption policy alert #219 (item# 2.2)**

ROLL CALL/VOTE

2.3 FIRST READING OF POLICIES/REGULATIONS (Policy Alert #222)

A. General Policy and Regulation Guides

- P0145 Board Member Resignation and Removal (M) Revised
- P0164.6 Remote Public Board Meetings During A Declared Emergency (M) (New)
- R1642 Earned Sick Leave Law (M) (Revised)
- P1643 Family Leave (M) (New)
- P3431.1 Family Leave (M) (Abolished)
- P4431.1 Family Leave (M) (Abolished)
- P3431.3 New Jersey Family Leave Insurance Program (Abolished)
- P4431.3 New Jersey Family Leave Insurance Program (Abolished)
- P&R5330.01 Administration of Medical Cannabis (M) (Revised)
- P7425 Lead Testing of Water in Schools (M) (Revised)
- R7425 Lead Testing of Water in Schools (M) (New)
- P&R7430 School Safety (M) (Abolished)

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B. No Child Left Behind Act (NCLB) to Every Student Succeeds Act (ESSA) Policy and Regulations Guides

- P2415 Every Student Succeeds Act (M) (Revised)
- P2415.01 Academic Standards, Academic Assessments, and Accountability (M) (Abolished)
- P2415.02 Title I-Fiscal Responsibilities (M) (Revised)
- P2415.03 Highly Qualified Teachers (M) (Abolished)
- P2415.05 Student Surveys, Analysis, and/or Evaluations (M) (Revised)
- P&R2415.20 Every Student Succeeds Act Complaints (M) (Revised)
- P4125 Employment of Support Staff Members (M) (Revised)
- P6360 Political Contributions (M) (Revised)
- P8330 Student Records (M) (Revised)
- P9713 Recruitment by Special Interest Groups (M) (Revised)

MOTION: _____ SECOND: _____ to approve the first reading of Policies/Regulations (Strauss Esmay Policy Alert #222)
ROLL CALL/VOTE

- 3. BUDGET/FINANCE/FACILITIES COMMITTEE** (Chairperson: D. Bozarth, S. Cassel, J. Potter, & J. Hicks) Administrative Facilitator – C. DeJoseph
*Budget/Finance/Facilities Meeting – February 22, 2021

3.1 Information Items:

- *Fiscal Year Ending June 30, 2020 Comprehensive Annual Financial Report (CAFR) Audit has been completed and filed with the State. Superintendent Kobik and Business Administrator DeJoseph met with the auditors for the exit conference
- Budget Development for FY22 is ongoing, plans to meet in small groups to go over the budget in further detail will be forthcoming
- *Quotations for repairs/replacement of parking lots as provided by Guzzi Engineering

3.2 Action Items:

- 3.2.1** Motion to accept the Fiscal Year Ending June 30, 2020 Comprehensive Annual Financial Report (CAFR) audit

MOTION: _____ SECOND: _____ to accept the FY20 CAFR audit (item #3.2.1)
ROLL CALL/VOTE

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Board of Education Member	YAY	NAY	ABSTAIN
Donald Bozarth			
Sean Cassel			
Russel Hann			
John McMichael			
Suzanne Phillips			
Jennifer Potter			
Betty Wright			
Amy Ushkowitz, <i>Vice President</i>			
Jeffrey Hicks, <i>President</i>			

- 3.2.2** Resolution to approve a retroactive withdrawal from the Capital Reserve account in the amount of \$189,204.05 to fund the Warrior Dome gym floor replacement.

**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 a one hundred eighty-nine thousand and two hundred four dollars and five cents (\$189,204.05) withdraw from the Capital Reserve effective February 22, 2021.

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 one hundred eighty-nine thousand and two hundred four dollars and five cents (\$189,204.05) amount from the Capital Reserve account.

MOTION: _____ **SECOND:** _____ **to approve withdrawal from Capital Reserve (item # 3.2.2) ROLL CALL/VOTE**

Board of Education Member	YAY	NAY	ABSTAIN
Donald Bozarth			
Sean Cassel			
Russel Hann			
John McMichael			

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Suzanne Phillips			
Jennifer Potter			
Betty Wright			
Amy Ushkowitz, <i>Vice President</i>			
Jeffrey Hicks, <i>President</i>			

- 3.2.3** Resolution to approve withdrawal from the Maintenance Reserve account in the amount of \$12,350 to fund the emergent repair of the School #3 HVAC system/glycol replacement.

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

WHEREAS, N.J.A.C. 6A:23A-14.2 subsection (d), a district board of education or board of school estimate, as appropriate, may withdraw by resolution funds from the maintenance reserve account and appropriate the funds into the required maintenance account lines at budget time or any time during the year for use on required maintenance activities for a school facility, as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26A-4. And;

WHEREAS, the Board of Education wishes to approve a twelve thousand three hundred and fifty dollars (\$12,350) withdraw from the Maintenance Reserve account effective February 22, 2021.

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 twelve thousand three hundred and fifty dollar (\$12,350) amount from the Maintenance Reserve account.

MOTION: _____ **SECOND:** _____ **to approve withdrawal from Maintenance Reserve (item # 3.2.3) ROLL CALL/VOTE**

Board of Education Member	YAY	NAY	ABSTAIN
Donald Bozarth			
Sean Cassel			
Russel Hann			
John McMichael			
Suzanne Phillips			
Jennifer Potter			
Betty Wright			
Amy Ushkowitz, <i>Vice President</i>			
Jeffrey Hicks, <i>President</i>			

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4. PRESIDENT'S COUNCIL (J. Hicks, A. Ushkowitz, and C. Kobik)

4.1 *2020-2021 Board of Education Goals

GOAL #1: (Curriculum/Policy Committee) The Board of Education, in consultation with the Superintendent and Business Administrator, will develop a comprehensive action plan for the reopening of schools in September 2020. This detailed plan will include, but not be limited to, identification and implementation of interventions to address students' academic, social and emotional needs; the necessary safety measures to prevent against COVID-19 (e.g. social distancing in the buildings and school busses, PPE's, etc.) and their financial impact; provisions for remote learning for those that select that option; and a review of all pertinent Board policies and regulations to ensure alignment with mandates from the NJ Department of Education and the Burlington County Board of Health. In addition, this plan will outline the appropriate steps to be taken in the event the district is required to return to a fully remote learning environment at some point during the 2020-2021 school year.

GOAL #2: (Personnel/Student Services Committee) The Board of Education, in consultation with the Superintendent, will hold town hall type meetings with members of the community, administrators and staff. The purpose of these meetings will be to collaborate on new ideas, thoughts, and pass on pertinent information on topics concerning our school community. Topics will range from reopening plans, school budget, S2 initiative, and other pertinent information.

GOAL #3: (Budget/Finance/Facilities Committee) 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.

MOTION: _____ **SECOND:** _____ **to accept the 2020-2021 Board of Education Goals Status Report (item #4.1) ROLL CALL/VOTE**

OLD BUSINESS:

- Report from BCSBA virtual meeting on February 4, 2021
- Report from NJSBA Nominating Committee, 2021 - 2023

NEW BUSINESS:

- BCSBA's 8th Grade Dialogue (virtual, pre-recorded) March 8, 2021
- BCSBA Virtual Meeting on March 25, 2021 for Board Presidents & Vice-Presidents
- Russ Hann appointed S2 Board Liaison to PTA
- Report of Board Liaison to Township Committee

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

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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: _____ SECOND: _____ FOR EXECUTIVE SESSION

ROLL CALL/VOTE

MOTION: _____ SECOND: _____ TO CLOSE EXECUTIVE SESSION

ROLL CALL/VOTE

MOTION: _____ SECOND: _____ TO ADJOURN TIME: _____

ROLL CALL/VOTE

UPCOMING COMMITTEE MEETING DATES

Committee	Date	Time	Location
Budget/Finance/Facilities	02/25/21	6:30 p.m.	Media Center
Curriculum/Policy	TBD	TBD	Media Center
Personnel/Student Services	TBD	TBD	Media Center

Next Board of Education Meeting – March 15, 2021, 8:00 p.m., School #3 Warrior Dome

DATES TO REMEMBER

March 8-9* Kindergarten Registration

March 15 2 Hour Delay

April 2 – 11 Easter/Spring Recess

*Other dates for K Registration – 03/15, 16, 22, 23, 29 & 30.