

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

September 19, 2022



MEETINGS:

7:15 p.m. – Personnel & Student Services, School #2 Media Center

7:15 p.m. – Budget, Finance & Facilities Meeting, School #2, Room 52

7:30 p.m. – Executive Session, School #2 Media Center

8:00 p.m. – Public Meeting, School #2 APR

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION, SOUTHAMPTON, NJ 08088

“Building a Tradition of Excellence”

OUR MISSION

The Southamptton Township School District shall empower our students with the life skills necessary to attain academic excellence while fostering social and emotional growth.

CALL TO ORDER:

ROLL CALL: BOARD OF EDUCATION MEMBERS:

Board of Education Member	Present	Absent
Sean Cassel		
Russell Hann		
Jeffrey Hicks		
John McMichael		
Suzanne Phillips		
Katie Topf		
Melissa Walker		
Betty Wright, <i>Vice President</i>		
Amy Ushkowitz, <i>President</i>		

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 9, 2022, posted on the district website and the Southamptton Township School District Facebook page.

RESOLUTION TO ENTER CLOSED EXECUTIVE SESSION: The Board of Education is exercising their right to an exemption pursuant to N. J. S. A. 10:4-6 et seq. which provides that a public body may hold a closed session under certain statutory exceptions to the New Jersey Open Public Meetings Act with a general description of exceptions being matters:

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1. rendered confidential by expressed provision of law or court order
2. right to receive federal funds
3. unwarranted invasion of individual privacy
4. collective bargaining negotiations
5. purchase/lease/acquisition of real property with public funds
6. items where immediate disclosure would impair public safety
7. investigation of violations of or possible violations of law
8. falling within attorney-client privilege
9. personnel matters
10. penalty or loss of license to an individual
11. pending or anticipated litigation
12. contract negotiation

The Board of Education has determined that such a circumstance exists which warrants a closed executive session under **items # 8, 9, & 11 (OAL DKT NO. EDU 03889-22)** as above indicated and the subject to be discussed is as follows:

Falling Within Attorney-Client Privilege/Personnel Matters/

Pending or Anticipated Litigation

The Southampton Township Board of Education, pursuant to N.J.S.A. 10:4-6 et seq, will meet in executive session closed to the public for the discussion of a matter which falls under a statutory exception to the New Jersey Open Public Meetings Act and that said closed session will be held on **Monday, September 19, 2022**; and the closed executive session discussions will pertain to the above mentioned items and that the minutes of the closed executive session will be disclosed after the Board of Education takes formal action or after the reason for the discussions in closed session no longer exists.

MOTION BY THE BOARD OF EDUCATION TO APPROVE RESOLUTION TO ENTER INTO EXECUTIVE SESSION

TIME: _____ **MOTION:** _____ **SECOND:** _____ **VOICE VOTE**

MOTION BY THE BOARD OF EDUCATION TO CLOSE EXECUTIVE SESSION

TIME: _____ **MOTION:** _____ **SECOND:** _____ **VOICE VOTE**

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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 REGULAR MEETING:

ROLL CALL:

Board of Education Member	Present	Absent
Sean Cassel		
Russel Hann		
Jeffrey Hicks		
John McMichael		
Suzanne Phillips		
Katie Topf		
Melissa Walker		
Betty Wright, <i>Vice President</i>		
Amy Ushkowitz, <i>President</i>		

SALUTE TO THE FLAG

MOTION TO ACCEPT BOARD MEMBER/BOARD PRESIDENT AMY USHKOWITZ'S RESIGNATION

MOTION: _____ **SECOND:** _____ **VOICE VOTE**

ELECTION OF PRESIDENT

Mrs. DeJoseph opened nominations from the floor for the Office of President.

_____ nominated _____ as **President**

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_____nominated _____as **President**

Hearing no other nominations Mrs. DeJoseph closed nominations for President. Should there be more than one board member nominated, and in accordance with Board Policy 0152, Mrs. DeJoseph provided each member with a blank piece of paper asking them to indicate the candidate they wish to see elected for President, sign and returned. Upon tally of the ballots, Mrs. DeJoseph indicated the following results:

Mrs. DeJoseph congratulated _____on his/her election to the **Office of President**.

MOTION BY THE BOARD OF EDUCATION TO ACCEPT THE AGENDA AS PUBLISHED

MOTION: _____ **SECOND:** _____ **VOICE VOTE**

COMMUNITY TOPIC:

- Welcome Back!
- NJ QSAC Report Results

STATEMENT TO THE PUBLIC

Board Members are legally and ethically required to uphold and enforce the laws and rules of the State Board of Education. This obligation applies to mandated curricula. Administrators are under a similar obligation. Therefore, the District is not in a position to countermand the law and rules. Failure to abide by this obligation may result in the District losing State Aid which can have significant economic impact on the community. The District is also required to abide by State and Federal laws prohibiting discrimination. The consequence of failing to do so can expose the District to significant liability. The curricula of the District does not include the teaching of Critical Race Theory.

PUBLIC PARTICIPATION AT BOARD OF EDUCATION MEETINGS

As a friendly reminder, public participation in Board of Education meetings is governed by District Policy #0167. During designated public comment periods members of the public shall direct all statements, questions, or inquiries to the presiding officer (i.e. Board President) and any questions or inquiries directed by a participant to another Board member will be redirected to the presiding officer. The presiding officer may interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy; is abusive, obscene, or may be defamatory; and may request any person to leave the meeting when that person does not observe reasonable decorum.

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PUBLIC COMMENT ON AGENDA ACTION ITEMS

Members of the public are invited to submit comments pertaining only to the Board agenda action items 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. Please state your name, address, and the action item you're commenting on.

CLOSE PUBLIC COMMENT

CORRESPONDENCE

APPROVAL OF MINUTES:

REGULAR & EXECUTIVE MEETINGS: August 22, 2022

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

S. Cassel

R. Hann

J. Hicks

J. McMichael

S. Phillips

K. Topf

M. Walker

B. Wright, Vice President

REPORT OF THE BOARD SECRETARY:

INFORMATION ITEMS:

- Notice of vacancy for unexpired Board of Education term ending December 31, 2022. All interested candidates should submit their resume and letter of interest to the Board Secretary by October 10, 2022; interviews for potential candidates will be held during the Executive Session portion of the next Board meeting on Tuesday, October 18, 2022.

ACTION ITEMS:

- 1.1** It is recommended that the Board Approve transfers *Line items for the months of **August - September 2022**, as approved by the Superintendent.
- 1.2** Authorize the following payments *Payment of the **September 2022** bill list in the amount of \$574,507.12
- 1.3** Accept the ***Board Secretary's Report** for the month of **August 2022**.
- 1.4** Accept the **Treasurer's Reports** for the month of **July and August 2022**.

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- 1.5** 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 **August 2022** 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 6A:23-2.11(c)4, we certify that as of **August 2022** 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 NJAC6A:23-2.11(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 **August 2022**.
- 1.8** Authorize Nutri-Serve Check Register for the month of **September** in the amount of \$4,384.46

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

S. Cassel
R. Hann
J. Hicks

J. McMichael
S. Phillips
K. Topf

M. Walker
B. Wright, Vice President

REPORT OF THE SUPERINTENDENT:

INFORMATION ITEMS: 2021-2022 NJ QSAC Scores/Report

ACTION ITEMS:

1. *NJ QSAC Placement Scores/Reports

MOTION: _____ **SECOND:** _____ to acknowledge the 2021-2022 NJ QSAC placement scores/report (Item # 1) **ROLL CALL VOTE**

S. Cassel
R. Hann
J. Hicks

J. McMichael
S. Phillips
K. Topf

M. Walker
B. Wright, Vice President

2. *Emergency Virtual or Remote Instruction Plan SY2022-23

MOTION: _____ **SECOND:** _____ to approve the Emergency Virtual or Remote Instruction Plan SY2022-23 (Item # 2) **ROLL CALL VOTE**

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**S. Cassel
R. Hann
J. Hicks**

**J. McMichael
S. Phillips
K. Topf**

**M. Walker
B. Wright, Vice President**

3. *Special Services Report

4. *Curriculum Director's Report

5. *Nurse's Report

6. *Fire & Security Drill Reports

7. *HIB/Suspension Reports-N/A

8. *Principals' Report

9. *Class Trips

- Indian Acres Tree Farm (Pumpkin Picking), 10/20/2022, Kindergarten & LD K-1st Classroom, \$1192.00 (Not including transportation)
- Vincentown Fire Company, 10/14/2022, Kindergarten & LD K- 1st Classroom, no charge and no transportation.

MOTION: _____ SECOND: _____ to approve (items #3 – 9) VOICE VOTE

10. *2022-2023 District Goals & Action Plans Progress Reports

MOTION: _____ SECOND: _____ to accept the 2022-2023 District Goals & Action Plans Progress Reports (item #10) VOICE VOTE

11. *Revision to 2022-2023 School Calendar

MOTION: _____ SECOND: _____ to accept the revision to the 2022-2023 School Calendar (item #11) VOICE VOTE

12. * Enrollment – September 12, 2022

- Total school enrollment = 678
- Special Education = 180
- Resident students in-district = 142
- Resident students sent out of district =12
- Speech and Language only = 26

COMMITTEE REPORTS

1. PERSONNEL/STUDENT SERVICES (Chairperson: B. Wright, S. Cassel)

Administrative Facilitator: Superintendent, A. Michael

* Personnel/Student Services Committee Meeting - September 19, 2022

1.1 *Accept Resignations with Regret

- Employee #1238, effective 10-25-2022

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- Employee #15178, effective 10-18-2022

1.2 Leave of Absence

- Employee #15391, unpaid leave of absence effective on or before 10-26-2022, returning on or before 12-28-2022.

1.3 *2022-2023 Remaining Fall, Winter, and Full Year Schedule B Appointments

- Approval to accept the revisions to the Schedule B positions for the 2022-2023 School year [subject to the activities not being terminated due to any reason (i.e., the COVID-19 Pandemic)].

1.4 Workshops

- Employee #15287, NJ Family Leave & Federal Family and Medical Leave Act Professional Development Program, 10-11-2022, cost \$125.00.
- Employee #15134, AENJ Conference, 10-13-2022 and 10-14-2022, cost \$200.
- Employee # 1188, Visitation and Observation at Rosa International Middle School, 10-12-2022, no charge.
- Employee #15117, NJASA Executive Administrative Assistant, A Critical Professional Role, 11-2-2022, \$95.00
- Employee # 15309, CPI Learning Nonviolent Crisis Intervention Blended Renewal Training for turnkey training to district administration and faculty, 10-25-2022, cost \$1749.00.

1.5 Stipend

- Approval for Employee #15373 to serve as part-time case manager from 10-20-2022 to 03-20-2023.
- Approval for Employee #1108 to serve as Paraprofessional Coordinator for the 2022-2023 school year.

MOTION: _____ **SECOND:** _____ **to accept and approve items (1.1-1.5) ROLL CALL VOTE**

S. Cassel

R. Hann

J. Hicks

J. McMichael

S. Phillips

K. Topf

M. Walker

B. Wright, Vice President

2. CURRICULUM/POLICY COMMITTEE (Chairperson: S. Phillips, K. Topf & J. Hicks)

Administrative Facilitator: Superintendent, A. Michael

Curriculum/Policy Committee Meeting – September 9, 2022

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INFORMATION ITEMS: None

ACTION ITEMS:

2.1 *2022-2023 School Level Objectives (School #1, School #2 and School #3) Progress Reports

MOTION: _____ SECOND: _____ to accept the 2022 – 2023 School Level Objectives Progress Report (item# 2.1) VOICE VOTE

2.2 * FIRST READING OF POLICY & REGULATIONS –POLICY ALERT #228

P 0163	Quorum (Revised)
P 1511	Board of Education Website Accessibility (M) (Revised)
P 2415	Every Student Succeeds Act (M) (Revised)
P 3270	Lesson Plans and Plan Books (Revised)
R 3270	Lesson Plans and Plan Books (Revised)
P & R 5513	Care of School Property (M) (Revised)
P 5722	Student Journalism (M) (New)

MOTION: _____ SECOND: _____ to acknowledge first reading of Policy Alert #228 (Item 2.2) ROLL CALL VOTE

S. Cassel	J. McMichael	M. Walker
R. Hann	S. Phillips	B. Wright, Vice President
J. Hicks	K. Topf	

3. BUDGET/FINANCE/FACILITIES COMMITTEE (Chairperson: R. Hann, J. McMichael & M. Walker) Administrative Facilitator – Business Administrator, C. DeJoseph

***Budget/Finance/Facilities Meeting – September 19, 2022**

INFORMATIONAL ITEMS:

- Transportation Cost Increase (Preparation of Letter to State/County)
- Fire Panel School #2/3
- Annual Audit Scheduled to begin November 28, 2022.

ACTION ITEMS:

3.1 *Adopt 2023-2024 Budget Calendar/Budget Planning Timeline

3.2 Approve 2022-2023 School Food Service Prices as required by Federal Equity Pricing for school lunches for Healthy, Hunger Free Kids Act 2010.

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2022-2023	Prices
Grades K-2	\$3.10
Grades 3-8	\$3.10
Double Entrée	\$1.50
Preschool Milk	\$0.25
Breakfast	\$1.35
Milk	\$0.50
Juice	\$0.50
Water (large/small)	\$1.25/\$0.75
Ice Cream School #1	\$1.00
Ice Cream School #2-#3	\$0.60-\$1.50
Snacks School #2-#3 Only	\$0.75-\$1.50
Adult	\$4.50

MOTION: _____ **SECOND:** _____ **to accept and approve items (3.1-3.2) ROLL CALL VOTE**

S. Cassel
R. Hann
J. Hicks

J. McMichael
S. Phillips
K. Topf

M. Walker
B. Wright, Vice President

4. PRESIDENT'S COUNCIL

4.1 *2022-2023 Board of Education Goal

GOAL # 1: Based on past self-evaluations and community feedback, the Board of Education will adopt and implement a public relations program to enhance communications with our fellow residents. To achieve this goal, the Board of Education will foster a collaborative relationship with the greater Southampton community by building public awareness, increasing engagement, and boosting its visibility. The effectiveness of this program will be measured by community feedback and future Board self-evaluations facilitated by the New Jersey School Boards Association.

MOTION: _____ **SECOND:** _____ **to accept the 2022-2023 Board of Education Goal and Action Plan Progress Report (item #4.1) VOICE VOTE**

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UNFINISHED BUSINESS:

- Star Foundation Golf Tournament
- Back-to-School Nights – BOE Participation

NEW BUSINESS:

- Southampton Township Committee Liaison Report
- BCSBA Meeting – September 28, 2022 – Mrs. Jen Horner guest presenter
- Future BCSBA Meetings (Tentative Schedule)
 - Foundation for Success Meeting – November 17, 2022 (Southampton # 3 host site)
 - Special Education or Student Assessments – January 26, 2023
 - 8th Grade Dialogue – March 7, 2023
 - Spring Meeting – May 18, 2023

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.

CLOSE PUBLIC COMMENT

MOTION: _____ **SECOND:** _____ **TO ADJOURN TIME:** _____

DATES TO REMEMBER

September 20	Back to School Night School #1 and School #2 6:00-7:30 p.m.
September 21	Back to School Night School #3 6:00-8:00 p.m.
September 24	Arts in the Village
September 26	Rosh Hashanah –School Closed
September 28	Burlington County SBA Meeting
September 29	School Picture Day
October 5	Yom Kippur-School Closed
October 14	1:05 p.m. Early Dismissal (Teacher In-Service)
October 17	12:38 p.m. Early Dismissal (Teacher In-Service)
October 24-26	NJSBA Workshop