SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

May 28, 2024

MEETINGS:
5:30 p.m. – Closed Executive Session, Media Center (Residency Hearing)
6:00 p.m. – Closed Executive Session, Media Center
7:00 p.m. – Public Meeting, School #2 APR

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.

CALL TO ORDER:

ROLL CALL: BOARD OF EDUCATION MEMBERS:

Board of Education Member	Present	Absent
Katie Topf, *Vice President*		
Irving Bodine III		
Betty Wright		
Janine Hoey		
Jeffrey Hicks		
Leon Carelli		
Russell Hann		
Melissa Walker		
Kit Applegate, *President*		

Others Present:

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, the township municipal building, posted on the district website and the Southampton Township School District Facebook page. Notice of this meeting was advertised in the *Burlington County Times* on January 10, 2024, advertised in the *Courier Post* on January 11, 2024, and transmitted to the Township Clerk on January 5, 2024.

Notice that public session is being audio recorded
Please note that the **public session** of tonight's meeting is being audio recorded.

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:

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 # 3, 8, 9, 11 & 12** as above indicated and the subject to be discussed is as follows:

Unwarranted Invasion of Individual Privacy/Falling Within Attorney-Client Privilege/Personnel Matters/Pending or Anticipated Litigation/Contract Negotiation

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 **Tuesday, May 28, 2024**; 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

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA
May 28, 2024

MOTION BY THE BOARD OF EDUCATION TO CLOSE EXECUTIVE SESSION

TIME: _____ MOTION: _____ SECOND: _____ VOICE VOTE

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. Please be aware this meeting may be recorded in accordance with District Policy #0168.

CALL TO ORDER REGULAR MEETING:

ROLL CALL:

Board of Education Member	Present	Absent
Katie Topf, *Vice President*		
Irving Bodine III		
Janine Hoey		
Betty Wright		
Leon Carelli		
Jeffrey Hicks		
Russell Hann		
Melissa Walker		
Kit Applegate, *President*		

Others Present:

SALUTE TO THE FLAG

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

MOTION: _____ SECOND: _____ to accept the agenda as published
VOICE VOTE

STUDENT RECOGNITION:

Character Trait: Perseverance for School #1, Honesty for School #2/#3

Kindergarten: Kaleb Pitre
Grade 1: Alayna Lee
Grade 2: Tessa Morris
Grade 3: Cooper Juckett
Grade 4: Abraham Chapin
Grade 5: Emily Sotoj
Grade 6: John Costa
Grade 7: Alexander Madrid
Grade 8: Alyssa Maybury

***EMPLOYEE RECOGNITION**

- **Jennifer Matthews –** RTI Teacher
- **Michael Weller** - Grade 4 Teacher

1. *Superintendent's Recommendation for Employment

- **Tyler Bayley,** Middle School Physical Education/Health Teacher, Salary $64,158, Step 9, BA Column on the A-1 2024-2025 Salary Guide, effective 09/01/2024 and pending satisfactory completion of background check and all required documents.
- **Jessica Bryson,** Elementary School Teacher, Salary $61,883, Step 7, BA+15 Column on the A-1 2024-2025 Salary Guide, effective 09/01/2024 and pending satisfactory completion of background check and all required documents.
- **Taylor Coniglio,** Pre-K Teacher, Salary $60,463, Step 3, MA Column on the A-1 2024-2025 Salary Guide, effective 09/01/2024 and pending satisfactory completion of background check and all required documents.
- **Allie Geiser,** K-8 Spanish Teacher, Salary $61,258, Step 7, BA Column on the A-1 2024-2025 Salary Guide, effective 09/01/2024 and pending satisfactory completion of background check and all required documents.
- **Brittany Guerin,** Elementary School Teacher, Salary $58,588, Step 3, BA Column on the A-1 2024-2025 Salary Guide, effective 09/01/2024 and pending satisfactory completion of background check and all required documents.
- **Michele Henry,** K-2 Principal, Salary $134,000, Step 8, on the Schedule A-1 2024-2025 Salary Guide, effective date to be determined on the release from current employer and pending satisfactory completion of background check and all required documents.
- **Kristen Newhart,** Middle School Special Education Teacher, Salary $70,233, Step 11, MA Column on the Schedule A-1 2024-2025 Salary Guide, effective 09/01/2024 and pending satisfactory completion of background check an all required documents.
- **Michael Siwak,** Middle School Special Education Math Teacher, Salary $57,588, Step 1, BA Column on the A-1 2024-2025 Salary Guide, effective 09/01/2024 and pending satisfactory completion of background check and all required documents.

- **Amber Touch,** ESL/ELL Teacher, Salary $61,463, Step 5, MA Column on the Schedule A-1 2024-2025 Salary Guide, effective 09/01/2024 and pending satisfactory completion of background check and all required documents.

MOTION: _____ SECOND: _____ to accept and approve superintendent's recommendation for employment (item #1) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

COMMUNITY TOPIC: INTRODUCTION OF NEW STAFF

- Michele Henry
- Tyler Bayley
- Jessica Bryson
- Ava Chinosi
- Taylor Coniglio
- Kyrsten Emenecker
- Allie Geiser
- Brittany Guerin
- Kristen Newhart
- Michael Siwak
- Amber Touch

SOUTHAMPTON TOWNSHIP PTA

- Regina Hamara, PTA Representative

SOUTHAMPTON TOWNSHIP EDUCATION ASSOCIATION

- Patricia Carpenter, President

BRIEF RECESS

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.

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 pubic 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.

PUBLIC COMMENT ON AGENDA ACTION ITEMS

In accordance with District Policies 0164 and 0167 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.

Public participation shall be governed by the following rules:

- A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, municipality of residence, and group affiliation, if applicable
- Each statement made by a participant shall be limited to (not less than) three minutes' duration
- No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard

Please state your name, municipality, and the action item you're commenting on.

CLOSE PUBLIC COMMENT

***CORRESPONDENCE**

APPROVAL OF MINUTES: April 24, 2024 Regular & Executive Meetings

MOTION: _____ SECOND: _____ to approve the Regular & Executive Meeting minutes from April 24, 2024 (as amended in the Board packet) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

APPROVAL OF MINUTES: April 30, 2024 Special Meeting

MOTION: _____ SECOND: _____ to approve the Special Meeting minutes from April 30, 2024 (as provided in the Board packet) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

2024-2025 APPOINTMENTS:

NOTE: From here forward (items #1-#23) will be made in one motion.

1. APPOINTMENTS for 2024-2025 School Year

- SECRETARY OF BOARD OF EDUCATION: Casey M. DeJoseph
- PUBLIC AGENCY COMPLIANCE OFFICER (PACO): Casey M. DeJoseph
- CUSTODIAN OF SCHOOL RECORDS–OPEN PUBLIC RECORDS ACT: Casey M. DeJoseph
- AFFIRMATIVE ACTION OFFICER: Megan Geibel
- ATTENDANCE OFFICERS: Emily Grosser and School #1 Principal
- ASBESTOS MANAGEMENT: Bruce Stranahan
- PEOSHA OFFICER/COORDINATOR: Bruce Stranahan
- SAFETY & HEALTH DESIGNEES and Re-Adoption of Safety and Security Plan:
  - Health / Safety Designee: Casey M. DeJoseph
  - School Security Specialist: Megan Geibel
  - Co-School Security Specialists: Kristine Bertulis and School #1 Principal
- INDOOR AIR QUALITY DESIGNEE: Bruce Stranahan
- INTEGRATED PEST MANAGEMENT COORDINATOR: Bruce Stranahan
- RIGHT TO KNOW OFFICER: Bruce Stranahan
- CHEMICAL HYGIENE OFFICER: Bruce Stranahan
- AHERA COORDINATOR: Bruce Stranahan
- TITLE IX COORDINATOR: Emily Grosser
- HOMELESS LIAISON: Maureen Walsh
- ANTI-BULLYING COORDINATOR: Emily Grosser
- 504 OFFICERS: Danielle Madison, Allison Shaughnessy, Samantha Fenton
- SUBSTANCE ABUSE COORDINATOR: Danielle Madison
- ANTI-BULLYING SPECIALIST SCHOOL #1- Samantha Fenton
- ANTI-BULYING SPECIALIST SCHOOL #2: Allison Shaughnessy
- ANTI-BULLING SPECIALIST SCHOOL #3: Danielle Madison

2. APPOINTMENT OF QUALIFIED PURCHASING AGENT AND ESTABLISHMENT OF BIDDING THRESHOLD

Whereas 18A:18A-2 provides that a "Qualified Purchasing Agent" for a school district means the secretary, business administrator or the business manager of the board of education duly assigned the authority, responsibility and accountability for the purchasing of goods or services on behalf of the board of education and, Whereas, the Southampton Township Board of Education desires to establish a bid threshold for the procurement of goods and services at $44,000 and to appoint a purchasing agent pursuant to 18A:18A-3, and

Whereas 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold ($32,000 for purchasing agents not holding valid QPA certification), may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and

Whereas 18A:18A-37, c. provides that all contracts that are in the aggregate less than 15% of the bid threshold ($4,350 when the threshold is $29,000) may be awarded by a qualified purchasing agent without soliciting competitive quotations if so authorized by board resolution, and

Now Therefore Be It Resolved, that the Southampton Township Board of Education hereby establishes a bid threshold of $44,000 for the procurement of goods and services and appoints Casey M. DeJoseph, Business Administrator/Board Secretary, as its duly authorized Qualified Purchasing Agent for the Southampton Board of Education in the County of Burlington, and

Be It Further Resolved, that Casey M. DeJoseph, Business Administrator/Board Secretary, is hereby authorized to award contracts on behalf of the Southampton Township Board of Education that are in the aggregate less than 15% of the Bid threshold ($6,600) without soliciting competitive quotations, and

Be It Further Resolved that Casey M. DeJoseph, Business Administrator/Board Secretary, is hereby authorized to seek competitive quotations, when applicable and practicable, before awarding contracts when contracts in the aggregate exceed 15% of the bid threshold ($6,600) but less than the bid threshold ($44,000).

3. AUTHORIZATION FOR PROCUREMENT OF GOODS AND SERVICES THROUGH STATE AGENCY

Whereas, Title 18A:18A-10 provides that, "A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the state by the Division of Purchase and Property, and

Whereas, the Southampton Township Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

Whereas, the Southampton Township Board of Education desires to authorize its purchasing agent for the 2024-2025 and the 2025-2026 fiscal years to make any and all purchases necessary to meet the needs of the school district throughout the school year.

Now Therefore Be It Resolved that the Southampton Township Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as listed.

Vendor State Contract #RICOHA-46622

4. REAFFIRM PARTICIPATING IN THE FOLLOWING COOPERATIVE PURCHASING AGREEMENTS:

- Camden County Cooperative pricing system through the Camden County Educational Services Commission
- Burlington County Cooperative pricing system through Burlington County Board of Chosen Freeholders
- Education Data Services Inc., An LEA sponsored shared services agreement for the purchase of all supplies, services and material and furniture
- Education Services Commission of New Jersey for Technology Hardware and Software Purchases, supplies, services and material and furniture
- Gloucester County Special Services District
- Hunterdon County Education Services Commission

5. APPOINTMENT OF TREASURER OF SCHOOL MONEYS: Amy Lerner

6. APPOINTMENT OF AUDITOR:

Whereas, the Public School Contracts Law (N.J.S.A.18A:18A-1 et. Seq.) requires that a resolution authorizing the award of contracts for "Professional Services" without competitive bids, therefore, be it resolved by the Board of Education that Holt, McNally & Associates, 618 Stokes Road, Medford, New Jersey, be appointed the Public School Auditor for the period from July 1, 2024 to June 30, 2025, to perform the professional services ordinarily provided by an Auditor of the State of New Jersey, and to receive such compensation as may be reasonable for such services. Said, Holt, McNally & Associates is an Auditor, a recognized profession in the State of New Jersey, which practices are regulated by the laws of this State; to wit, the profession of Public School Auditor. These professional services are necessary and are required by this Board of Education.

7. APPOINTMENT OF SCHOOL PHYSICIAN:

Whereas, the Public School Contracts Law (N.J.S.A.18A:18A-1 et. Seq.) requires that a resolution authorizing the award of contracts for "Professional Services" without competitive

bids, therefore, be it resolved by the Board of Education that Virtua Primary Care – Mount Laurel, 401 Young Avenue, Suite 260, Moorestown, NJ, be appointed the School Physician for the period from July 1, 2024 to June 30, 2025, to perform the professional services ordinarily provided by a School Physician of the State of New Jersey, and to receive such compensation as may be reasonable for such services. Said Virtua Primary Care-Mount Laurel, is a Physician authorized by law to practice a recognized profession in the State of New Jersey, which practices are regulated by the laws of this State; to wit, the profession of School Physician. These professional services are necessary and are required by this Board of Education.

8. APPOINTMENT OF DISCLOSURE AGENT and MUNICIPAL ADVISOR:

Approve Phoenix Advisors as Continuing Disclosure Agent and Municipal Advisor of Record for 2024-2025 fiscal year.

9. APPOINTMENT OF ARCHITECT OF RECORD:

Whereas, the Public School Contracts Law (N.J.S.A.18A:18A-1 et. Seq.) requires that a resolution authorizing the award of contracts for "Professional Services" without competitive bids, therefore, be it resolved by the Board of Education that Regan Young England and Butera Architects, 456 High Street, Mt. Holly, New Jersey, be appointed Architects of Record for the period from July 1, 2024 to June 30, 2025, to perform the professional services ordinarily provided by an Architect of Record of the State of New Jersey, and to receive such compensation as may be reasonable for such services. Said Regan Young England and Butera Architects is an Architect, a recognized profession in the State of New Jersey, which practices are regulated by the laws of this State; to wit, the profession of Architect of Record. These professional services are necessary and are required by this Board of Education.

10. APPOINTMENT OF BEHAVIORAL ANALYST SERVICES:

Therefore, be it resolved by the Board of Education that Innovative ABA, LLC, 2432 Brookhaven Drive, Vineland, New Jersey, be appointed the Behavioral Analyst provider for the period from July 1, 2024 to June 30, 2025, to perform the professional services as a Board Certified Behavioral Analyst and to receive such compensation as may be reasonable for such services.

11. REAFFIRMATION OF EXISTING POLICIES, RULES AND REGULATIONS, and to further notice; all Policies are on district website.

- POLICY: File Code #6422 - TRANSFER OF FUNDS BETWEEN LINE ITEMS/AMENDMENTS/PURCHASES NOT BUDGETED
- POLICY: FILE CODE #1110 - ORGANIZATION CHART
- POLICY: FILE CODE #6471 - TRAVEL LIMITS
- POLICY: FILE CODE #6470 - PAYMENT OF CLAIMS

12. REAFFIRM PARTICIPATION IN THE FOLLOWING 2024-2025 PROFESSIONAL AGREEMENTS WITH THE BURLINGTON COUNTY SPECIAL SERVICES SCHOOL DISTRICT EDUCATIONAL SERVICES UNIT:

- Child Study Team Evaluations, including Summer Evaluations
- Physical, Occupational, and Speech Therapy
- Home Instruction and Supplemental Instruction
- Transition Services, Structured Learning Experiences Coordinator
- Assistive Technology
- Staff Training
- Behavioral Services and Consultation
- Deaf and Hard of Hearing Services-and Hearing CST Evaluation Study
- Reading Specialist
- Augmentative Alternative Communication Evaluation
- Information Technology Services
- Student Assistance Coordinator
- Surrogate Parent Agreement
- Preschool Integrated Program Support Services
- Burlington County Professional Development Institute
- Burlington County School Crisis Response Team

13. APPROVE PARTICIPATION IN THE FOLLOWING 2024-2025 PROFESSIONAL AGREEMENTS

- **Aline Therapy, Inc.–** Approval to contract with Aline Therapy to provide physical therapy at the contracted rate of $85.00 per hour. Off-site locations will be billed at the rate of $120.00 per hour with a one-hour minimum.
- **Elevate Health and Therapeutic Services (formerly Speech Language Associates, LLC)** - Approval to contract with Elevate Health and Therapeutic Services to provide Augmentative Alternative Communication Services:
    - Augmentative Alternative Communication Consultation = $110.00 per hour
    - Assistive Technology Consultation = $110.00
    - Assistive Technology Evaluation = $985.00
    - Augmentative Alternative Communication Evaluation = $995.00
    - Communication Device Leasing Program:
        - Speech/Language/AAC in-service = $153.00 per hour
        - AAC IPad rental with communication application, protective case, handle, and strap = $68.00 per month
        - AAC PRC Accent 800D or Saltillo NovaChat8 rental = $98.00 per month
        - AAC Mid-Tech rental (e.g. Enabling Devices, GoTalk6, Tactile Talker = $20.00 per month
    - Speech Language Therapy Evaluation articulation only = $330.00
    - Speech Language Therapy Evaluation language only = $420.00

- Speech Language Therapy Evaluation articulation and language = $445.00
- Speech Language Therapy hourly (under 4 hours) = $96.50 per hour
- Speech Language Therapy Block Bill (4+ hours) = $92.00 per hour
- Educational American Sign Language -ASL Interpretation 2 hr. min = $85.00 per hour; mileage rate of $.50 per mile between in-district school applies.
- Speech-Language Therapy Evaluation for Deaf/Hard of Hearing= $500.00
- Communication Aide = $47.00 per hour
- Educational Audiologist Consult/Counseling = $167.00 per hour
- Educational Audiological Classroom Observation and Assessment (to include 2 visits) = $425.00
- Audiological Comprehensive Evaluation = $375.00
- Audiological Central Auditory Processing Evaluation (CAPD) = $565.00
- Teacher of the Deaf = $102.00 per hour
- Audiological In-Service (up to 2 hours) = $341.70
- Feeding Consultation = $105.00 per hour

- **Bayada Home Health Care, Inc**.- Approval to contract with Bayada Home Health Care, Inc. to provide substitute nursing services at the rate of $80.00 per hour.
- **Bayada Home Health Care, Inc.** – Approval to provide one-to-one nursing services for student #162190, including during bus transportation to and from Burlington County Special Services School District.
- **General Healthcare Resources, LLC-** Approval to contract with General Healthcare Resources, LLC to provide substitute services for the following:
    - Nursing = $80.00 per hour
    - Paraprofessionals = $35.00 per hour
    - Social Worker = $90.00 per hour
    - Psychologist = $115.00 per hour
    - Physical/Occupational Therapist = $90.00 per hour
    - Speech Language Pathologist = $95.00 per hour
- **Medford Family Psychiatry, Thomas O'Reilly, MD** - Approval to contract with Medford Family Psychiatry, Thomas O'Reilly, MD, for the following evaluations (per evaluation):
    - Psychiatric evaluation/Zero Tolerance evaluation = $575.00
    - No-Show = $100.00
    - School District Staff Consultation = $350.00 per hour
- **Neurabilities** – Approval to contract with Neurabilities as needed for the following:
    - On-site Neurological Evaluations = $3,950.00 per day
    - Office based Neurological Evaluations = $780.00
    - Office based Neuropsychological Testing = $3,400.00
    - On-Premises Observation = $580.00
    - Parent Feedback Session or Participation in IEP or other school-based meetings (virtual) = $290.00

- **Hewitt Psychiatric, P.C., for Dr. Joseph C. Hewitt D.O**.- Approval to contract with Hewitt Psychiatric, P.C. for Dr. Joseph C. Hewitt D.O., for the following evaluations (per evaluation):
    - Psychiatric Evaluation at Lawnside Office = $600.00
    - Psychiatric Evaluation at school (minimum of 3 students) = $650.00
    - Telemedicine/Tele psychiatry = $600.00
    - Neuropsychiatric/Neurodevelopmental = $700.00
    - Consultation = $200.00 per hour
    - Fitness for Duty Evaluation = $1,250.00
- **Cooper Health, Cooper University Health Care for Pediatric Neurological –** Approval to contract Cooper Health, Cooper University Health Care for Pediatric Neurological for evaluations at the rate of $450.00 per case/per evaluation.
- **Gallaway Beckett Vision Therapy, Developmental Optometry and Rehabilitation** - Approval to contract with Gallaway Beckett Vision Therapy, Developmental Optometry and Rehabilitation for examinations for vision and learning related issues and vision therapy evaluation and reports at the rate of $250.00 per examination.
- **New Jersey Commission for the Blind and Visually Impaired -** Approval to contract with the New Jersey Commission for the Blind and Visually Impaired for:
    - Level 2 - $5,775.00 yearly, up to 30 lessons per school year or 1 lesson per week;
    - Level 3 - $16,060.00 yearly, 2 to 3 lessons per week through the school year;
    - Level 4 - $18,249.00 yearly, 4 lessons per week through the school year.
- **Maria L. Azpiri** – Approval to contract with Maria L. Azpiri, Bilingual Learning Disabilities Teacher/Consultant for Bilingual Educational Evaluations and reports on a per case basis of approximately $500.00.
- **Carmody Development Center** – Approval to contract with Sarah Carmody for Bilingual Speech Language Evaluations and reports on a per case basis of approximately $500.00.

14. REAFFIRM PARTICIPATION IN THE FOLLOWING 2024-2025 TRANSPORTATION AGREEMENTS WITH THE BURLINGTON COUNTY SPECIAL SERVICES SCHOOL DISTRICT EDUCATIONAL SERVICES UNIT

- Joint Transportation Agreement
- Special Education Winter Bus Routes / Special Education Summer Schools
- Public, Non-Public, and Vocational Schools
- Jointure, Regular and Special Education

15. RE-ADOPT PARTICIPATION IN JOINTURE AGREEMENT WITH LENAPE REGIONAL HIGH SCHOOL DISTRICT TO TRANSPORT IN-DISTRICT STUDENTS EXCLUDING PRESCHOOL DISABLED

16. RE-ADOPTION OF EVALUATION RUBRICS FOR TEACHERS, PRINCIPALS, AND VICE-PRINCIPAL

- Teacher Evaluation Rubric – Danielson Framework for Teaching
- *New Jersey Principal Evaluation for Professional Learning Observation Instrument*

17. APPROVE 403 (b) PLAN AND AUTHORIZED TAX SHELTER ANNUITY PROVIDERS:

- AXA Equitable
- Lincoln Investment Planning Inc.
- Siracusa Benefits

18. DESIGNATE MILEAGE REIMBURSEMENT RATE:

To be equal to rate allowed by the New Jersey Department of Education fiscal accountability regulations. The current approved rate is $.31 cents per mile.

19. DESIGNATE PHOTOCOYPING AND PRINTING RATE:

Per N.J.S.A 47:1A-5.b

- Every public agency must charge $0.05 per page for letter sized pages and smaller
- Every public agency must charge $0.07 per page for legal sized pages and larger
- Any public agency whose actual costs to produce paper copies exceed the $0.05 and $0.07 rates may charge the actual cost of duplication.
- Every public agency must provide electronic records FREE OF CHARGE (i.e. records sent via e-mail and fax).
- Every public agency must charge the actual cost to provide records in another medium (i.e. computer disc, CD-ROM, DVD).

20. APPOINTMENT OF PAYROLL AND BUDGETARY SERVICES PROVIDER:

Renew contract with Asbury Park, ITC of 1506 Park Avenue, Asbury Park, New Jersey, for Budgetary Accounting System and Payroll/Personnel System services for the 2024-2025 school year, with a total annual license fee not to exceed $18,975.00.

21. APPOINTMENT OF COMMODITY HAULING SERVICES:

Renew agreement with Paul's Commodity Hauling of 938 Union Road, Mullica Hill, New Jersey, for food service commodity hauling for the 2024-2025 school year.

22. APPOINTMENT OF PETERSON SERVICE COMPANY, INC. TO MAINTAIN BUILDING MECHANICAL HVAC EQUIPMENT AND CONTROLS:

Approve agreement with Peterson Service Company, Inc. of Medford, New Jersey for building mechanical HVAC equipment and controls and maintenance for the 2024-2025 school year.

MOTION: _____ SECOND: _____, to approve, reaffirm, designate, renew and/or appoint, the Board action items (items #1 - #22) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

REPORT OF THE BOARD SECRETARY

INFORMATION ITEMS:

- **RFP for Legal Services has been advertised with a submission deadline of 05/29/2024**

ACTION ITEMS:

1.1 It is recommended that the Board Approve transfers *Line items for the months of **April 2024-May 2024**, as approved by the Superintendent.

1.2 Authorize the following payments *Payment of the **May 2024** bill list in the amount of $606,215.70

1.3 Accept the ***Board Secretary's Report** for the month of **April 2024.**

1.4 Accept the ***Treasurer's Report** for the month of **March 2024.**

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 **April 2024** 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 **April 2024** 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 NJAC6: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 **April 2024.**

1.8 Authorize Nutri-Serve Check Register in the amount of $37,344.53.

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

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

1.9 Authorize renewal of contracted rates with Schools Health Insurance Fund (Aetna) for Medical and Prescription, Horizon for Dental, with a total aggregate annual cost increase of 7.32%, at the following monthly rates from July 1, 2024 through June 30, 2025.

7/1/2024	Single	Parent/Child	Employee/Spouse	Family
Medical Aetna SHIF				
Aetna Patriot X	$932.00	$1,730.00	$1,941.00	$2,755.00
Aetna Patriot V	$890.00	$1,659.00	$1,865.00	$2,641.00
Aetna PPO Core	$698.00	$1,298.00	$1,459.00	$2,069.00
Aetna EPO	$753.00	$1,402.00	$1,574.00	$2,229.00
Aetna HDHP	$747.00	$1,394.00	$1,566.00	$2,218.00
NJ Educator's Plan	$861.00	$1,603.00	$1,806.00	$2,554.00
Garden State Plan	$828.00	$1,541.00	$1,736.00	$2,457.00
RX SHIF				
RX Option 1	$136.00	$175.00	$269.00	$310.00
RX Option 2	$118.00	$155.00	$238.00	$273.00
RX NJ Educators & Garden State	$123.00	$160.00	$245.00	$282.00
Dental – Horizon +3%				
DOP (3.0%)	$37.52	$65.57	$65.57	$112.04
HDC (0.0%)	$24.00	$47.56	$47.56	$71.32
HTC (0.0%)	$40.85	$71.37	$71.37	$121.93

MOTION: _____ SECOND: _____ to accept renewal of contracted rates with SHIF for 2024-2025 (item #1.9 as listed) ROLL CALL/VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

REPORT OF THE SUPERINTENDENT:

INFORMATION ITEMS:

- *Donation of $500.00 worth of gift cards to ShopRite and Acme from Medford Women's Club to distribute to families in need for the summer.

ACTION ITEMS:

1. ***Harassment, Intimidation and Bullying (HIB) Report - None**
2. ***Special Services Report**
3. ***Curriculum Director's Report**

4. ***Nurse's Report**
5. ***Fire & Security Drill Reports**
6. ***HIB/Suspension Reports**
7. ***Principals' Report**
8. ***Enrollment**

Total school enrollment as of May 20, 2024 (PS-8 Including Out of District Students) = 687
Special Education = 183

- Resident students in-district = 146
- Resident students sent out of district = 12
- Speech and Language only = 25

9. ***Kindergarten Enrollment Status Report as of May 22, 2024**

- Total Kindergarten Enrollment = 63
- Completed Registrations = 55
- Pre-Registrations = 5
- Preschool Students = 3
- Potential Retentions = 0

10. ***Class Trips**

- **YMCA of the Pines,** 10/05/2024, Sixth Grade Environmental Education Trip. Admission cost is $5,704.00, bus transportation cost approximately $1,050.00 for three buses.

MOTION: _____SECOND: _____ to accept and approve (item #s 1-10) VOICE VOTE

COMMITTEE REPORTS

1. PERSONNEL/STUDENT SERVICES (Chairperson: K. Topf, L. Carelli, and B. Wright)
Administrative Facilitator: Superintendent, M. Geibel
*** Personnel/Student Services Committee Meeting – May 23, 2024**

INFORMATION ITEMS: NONE

ACTION ITEMS:

1.1 Workshops

- **Jacalyn Ruhland,** Schoolwide PD Showcase on June 5, 2024, Rutgers Eco Complex, Bordentown, NJ, $30.00.

- **Victoria Lentz**, Schoolwide PD Showcase on June 5, 2024, Rutgers Eco Complex, Bordentown, NJ, $30.00.
- **Joseph DePaulo,** Schoolwide PD Showcase on June 5, 2024, Rutgers Eco Complex, Bordentown, NJ, $30.00.
- **Lisa Palmer,** Schoolwide PD Showcase on June 5, 2024, Rutgers Eco Complex, Bordentown, NJ, $30.00.
- **Jaime Seidel,** Schoolwide PD Showcase on June 5, 2024, Rutgers Eco Complex, Bordentown, NJ, $30.00.
- **Kristin Schwartz,** Schoolwide PD Showcase on June 5, 2024, Rutgers Eco Complex, Bordentown, NJ, $30.00.
- **Megan Geibel,** Schoolwide PD Showcase on June 5, 2024, Rutgers Eco Complex, Bordentown, NJ, No-charge.
- **School #1 Principal,** Schoolwide PD Showcase on June 5, 2024, Rutgers Eco Complex, Bordentown, NJ, No-charge.

1.2 *Leave of Absence

- **Employee #1167**, FMLA/NJFLA from 08/24/2024-11/25/2024.

MOTION: _____ SECOND: _____ to approve and accept (item #'s 1.1-1.2) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

1.3*Renewal of Certified Staff for the 2024-2025 School Year

- Approve the rehiring of Non-Tenured Certified Staff, Employee #15346

MOTION: _____ SECOND: _____ to approve rehiring of Non-Tenured Certified Staff for the 2024-2025 School Year (item #1.3) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

1.4 2024-2025 Extended School Year (ESY)Summer Program

1.4.1 ***Approve placement of out-of-district special needs students for (ESY).

1.4.2 *Approve the in-district (ESY) program for special needs students.
Program will run from July 8, 2024 to August 1, 2024 (M, T, W, TH) 8:30 a.m.-11:30 a.m.

1.4.3 *Approve teacher/faculty members (7) to work the in-district (ESY) program for special needs students. Employees will be paid at the 2024-2025 contractual hourly per diem rate.

1.4.4 Approve paraprofessional staffing for the in-district (ESY) program for special needs students with ESS for (3) paraprofessionals.

1.4.5 Approve Resource Officer for the in-district (ESY) program for special needs students with Tri-Shield Security from July 8, 2024 to August 1, 2024 (M, T, W, TH) 8:00 a.m. to 12:00 p.m.

1.4.6 Approve Aline Therapy to provide Physical Therapy services for (1) special needs student during the in-district (ESY) program for special needs students. Services provided at $85.00 per hour not to exceed (30) hours.

1.4.7 Approve Child Study Team members (3), to work (10) days each during the (ESY) program for evaluations, meetings and case management. Employees will be paid at the 2024-2025 contractual hourly per diem rate.

1.4.8 Approve Employee #1241 to work up to 3 days to review sports physicals for 5th – 8th grade students to be paid at the 2024-2025 contractual hourly per diem rate.

MOTION: _____ SECOND: _____ to approve the 2024-2025 Extended School Year (ESY) Summer Program (item #'s 1.4.1-1.4.8) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

1.5 2024-2025 Kindergarten Readiness Program and Transitional First Grade Program

1.5.1 *Approve the in-district summer program for Kindergarten Readiness and Transitional First Grade. Program will run from July 8, 2024 to August 1, 2024 (M, T, W, TH) 8:30 a.m.-11:30 a.m.

1.5.2 *Approve teachers (5) to work the in-district summer programs for Kindergarten Readiness and the Transitional First Grade Program. Employees will be paid at the 2024-2025 contractual hourly per diem rate up to 52 (fifty-two) hours of instruction and preparation.

1.5.3 *Approve teachers (3) to substitute for the in-district summer program for Kindergarten Readiness, Transitional First Grade and Extended School Year for special education students**.** Employees will be paid at the 2024-2025 contractual hourly per diem rate.

MOTION: _____ SECOND: _____ to approve summer 2024-2025 Kindergarten Readiness and Transitional First Grade Program assignments (item #1.5.1 – 1.5.3) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

1.6 Approve Transfers

- **Katherine Brown,** School #1 Second Grade Teacher to School #3 Seventh Grade Language Arts Teacher effective 09/01/2024
- **Melanie Rivera**, School #1 Special Education Teacher to School #3 Special Education Teacher/In-Class Support Teacher effective 09/01/2024.

1.7 Approve Transfer from Part-Time Teacher to Full-Time Teacher

- **Susan Zimm,** RTI Teacher, Salary $59,963, Step 2, MA Column on the A-1 2024-2025 Salary Guide, effective 09/01/2024.

1.8 *Accept Resignations

- **Tara Hines,** effective 09/01/2024

MOTION: _____ SECOND: _____ to accept and approve (item #'s 1.6 – 1.8) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

1.9 Approve out-of-district placement for student #162307 to Burlington County Special Services School effective 05/17/2024-06/14/2024.

MOTION: _____ SECOND: _____ to accept and approve out-of-district placement for student #162307 to Burlington County Special Services School (item # 1.9) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

2. CURRICULUM/POLICY COMMITTEE (Chairperson: J. Hicks, K. Applegate, and J. Hoey)
Administrative Facilitator: Superintendent, M. Geibel
***Curriculum/Policy Committee Meeting – May 21, 2024**

INFORMATION ITEMS:

- **Committee Updates**

ACTION ITEMS:

2.1 *2023-2024 School Level Objectives Progress Reports

MOTION: _____ SECOND: _____ to accept the 2023-2024 School Level Objectives Progress Reports (item #2.1) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

2.2* Second Reading and Adoption for Revisions to Existing Policies

- P&R 8310 Public Records
- P 1210.02 Board-Superintendent Communications Charter

MOTION: _____ SECOND: _____ to approve upon second reading and adoption for revisions to existing policies as listed (item #2.2) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

2.3* 2024-2025 Summer Curriculum Writing

- Approve teachers (15) to write curriculum during the summer for English Language Arts and Math. Employees will be paid at the 2024-2025 home instruction rate for 10 hours per grade level, per subject.

MOTION: _____ SECOND: _____ to approve 2024-2025 summer curriculum writing (item #2.3) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

3. BUDGET/FINANCE/FACILITIES COMMITTEE (Chairperson: M. Walker, I. Bodine, and R. Hann) **Administrative Facilitator – Business Administrator, C. DeJoseph**
***Budget/Finance/Facilities Meeting – May 22, 2024**

INFORMATION ITEMS:

- **Committee Update**

ACTION ITEMS:

3.1 Renewal of contract with Nutri-Serve Food Management Company for the 2024-2025 school year with a management flat fee of $27,800, with no guarantee as to profit.

MOTION: _____ SECOND: _____ to approve the renewal of the Nutri-Serve Food Management Company contract for the 2024-2025 School Year (item #3.1) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

3.2 Affirm non-resident tuition rate in accordance with Policy #5111, Eligibility of Resident/ Non-Resident Students for the children of non-resident staff members at the rate of $2,000 per year.

MOTION: _____ SECOND: _____ to affirm the non-resident tuition rate for the 2024-2025 School Year (item #3.2) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

3.3 *Motion to accept bid results for the paving of the School #2 Parking Lot and award the contract to the low bidder, **Earle Construction** on a unit price basis in the **total amount of $284,313.13** for the Base Bid, Alternate #1, and Alternate #2.

MOTION: _____ SECOND: _____ to accept bid results and award the paving contract to Earle Construction with a total bid amount of $284,313.13 (item #3.3) ROLL CALL VOTE

K. Topf, Vice President	**J. Hoey**	**R. Hann**
I. Bodine III	**J. Hicks**	**M. Walker**
B. Wright	**L. Carelli**	**K. Applegate, President**

4. PUBLIC RELATIONS COMMITTEE (Chairperson: J. Hicks, I. Bodine, L. Carelli)
Administrative Facilitator: Superintendent, M. Geibel
***Public Relations Committee Meeting – May 16, 2024**

INFORMATION ITEMS:

- **Committee Updates**

ACTION ITEMS: NONE

UNFINISHED BUSINESS:

NEW BUSINESS:

- **BCSBA Meeting Update**
- **Southampton Township Committee Meeting Update**
- **Superintendent/Board Self-Evaluation Reminder**

MOTION BY THE BOARD OF EDUCATION TO APPROVE RESOLUTION TO ENTER INTO EXECUTIVE SESSION, IF NEEDED.

TIME: _____ MOTION: _____ SECOND: _____ VOICE VOTE

MOTION BY THE BOARD OF EDUCATION TO CLOSE EXECUTIVE SESSION

TIME: _____ MOTION: _____ SECOND: _____ VOICE VOTE

PUBLIC COMMENTS: As per policies 0164 and 0167, members of the public are invited to submit general comments during this public comment portion of the meeting.

CLOSE PUBLIC COMMENT

MOTION: _____ SECOND: _____ TO ADJOURN TIME: _____
VOICE VOTE

DATES TO REMEMBER

May 30	Spring Community Night @ 6:00 – 8:00 p.m.
May 31	8th Grade Dinner Dance @ Indian Mills Country Club 7:00 p.m.
June 3	PTA General Membership Meeting @ 7:00 p.m.
June 4	8th Grade Class Trip to Liberty Lake
June 4	Superintendent's Evaluation and Board Self Evaluation @ 7:00 p.m.
June 5	8th Grade Awards Night (by invitation only) @ 6:00 p.m. (Warrior Dome)
June 7	Field Day/Green and Gold Day
June 10	5th Grade End-of-Year Bash
June 11	8th Grade Picnic
June 11	STAR Foundation Meeting @ 7:30 p.m.
June 13	Early Dismissal @12:38 p.m. (No Lunches Served)
June 13	8th Grade Graduation @ 6:00 p.m. (Warrior Dome)
June 14	Last Day for Students and Teachers – Early Dismissal @ 12:38 p.m. (No Lunches Served)
June 17	Seneca High School Graduation @ 6:00 p.m.
June 19	Juneteenth – School Closed
June 21 – August 16	Summer Office Hours (Fridays closed)
June 25	Board of Education Meeting @ 7:00 p.m. (School #2 APR)
July 19	STAR Foundation Meeting @ 7:30 p.m. (Sally Stretch Keen Library)
July 13	Southampton Family Day
July/August	Summer Concert Series (Wednesdays in July/August) @ 7:00 p.m.
August 20-21	New Teacher Orientation 8:30 a.m. – 3:30 p.m.
August 27	Board of Education Meeting @ 7:00 p.m. (School #2 APR)
August 28	Kindergarten Orientation @ 4:00 p.m.
August 28	Grade 3 Orientation 5:00 p.m. – 6:00 p.m.
August 28	Grade 6 Orientation 6:30 p.m. – 7:30 p.m.