

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

October 18, 2022



MEETINGS:

6:00 p.m. – Personnel & Student Services, School #2, Room 52

6:15 p.m. – Executive Session, School #2, Room 52

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 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
Sean Cassel		
Russell Hann		
John McMichael		
Suzanne Phillips		
Katie Topf		
Melissa Walker		
Jeffrey Hicks, <i>Vice President</i>		
Betty Wright, <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 Southampton 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:

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

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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 penalty or loss of license to an individual
10. pending or anticipated litigation
11. contract negotiation

The Board of Education has determined that such a circumstance exists which warrants a closed executive session under **items # 8, 9, 10 & 11** as above indicated and the subject to be discussed is as follows:

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, October 18, 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**

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 an 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.

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CALL TO ORDER REGULAR MEETING:

ROLL CALL:

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

SALUTE TO THE FLAG

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

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

COMMUNITY TOPIC:

- Care Crows Presentation (C. Pero & J. Daddato)
- Save the Date: November 3, 2022 6-8 PM- Southampton Township Schools Fall Health Fair
- Introduction of New Staff

STUDENT RECOGNITION: KINDNESS

Kindergarten-Jesse Milec

Grade 1-Tessa Sheets

Grade 2-Sadie Borcsik

Grade 3-Quinn Beach

Grade 4-Addison Valleau

Grade 5-Margaret Persing

Grade 6-Jillian Watts

Grade 7-Alex Zack

Grade 8-Catherine Strecker

OTHER RECOGNITION: Carole E. Larson Master Board Certification

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ADMINISTRATION OF OATH OF OFFICE TO NEWLY ELECTED OFFICERS

Mrs. DeJoseph will administer the oath of office to President Wright and Vice-President Hicks.

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.

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

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APPROVAL OF MINUTES:

REGULAR & EXECUTIVE MEETINGS: September 19, 2022

MOTION: _____ SECOND: _____ ROLL CALL VOTE

S. Cassel

R. Hann

J. McMichael

S. Phillips

K. Topf

M. Walker

J. Hicks, Vice President

B. Wright, President

REPORT OF THE BOARD SECRETARY:

INFORMATION ITEMS:

- Board Vacancy Update

SPECIAL ACTION ITEMS:

Open floor to nominations for a candidate to fill the Board of Education vacancy for the unexpired term ending December 31, 2022.

_____ **nominated** _____

1.1 Approve candidate for the unexpired Board of Education term ending December 31, 2022.

MOTION: _____ SECOND: _____ to approve _____ for the unexpired Board of Education term ending December 31, 2022 (item # 1.1) ROLL CALL VOTE

S. Cassel

R. Hann

J. McMichael

S. Phillips

K. Topf

M. Walker

J. Hicks, Vice President

B. Wright, President

ROUTINE ACTION ITEMS:

1.2 It is recommended that the Board Approve transfers *Line items for the months of **September-October 2022**, as approved by the Superintendent.

1.3 Authorize the following payments *Payment of the **October 2022** bill list in the amount of \$626,430.36.

1.4 Accept the ***Board Secretary's Report** for the month of **October 2022**.

1.5 Accept the **Treasurer's Reports** for the month of **August and September 2022**.

1.6 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 **September 2022** no budgetary line item account has

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encumbrances and expenditures, which in total exceed line item appropriation in violation of NJAC 6A:23-2.11(a).

1.7 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 **September 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.

1.8 Accept *Revenue Account Status Report for **September 2022**.

1.9 Authorize Nutri-Serve Check Register for the month of **October** in the amount of \$28,816.05.

MOTION: _____ SECOND: _____ to approve Board Secretary Report (items # 1.2 – 1.9 as listed) ROLL CALL VOTE

S. Cassel

R. Hann

J. McMichael

S. Phillips

K. Topf

M. Walker

J. Hicks, Vice President

B. Wright, President

REPORT OF THE SUPERINTENDENT:

INFORMATION ITEMS:

- *Technology Audit by Fortune Technology (A. Michael)
- Spring 2022 NJSLA Results (J. Horner)

ACTION ITEMS:

1. Harassment, Intimidation and Bullying (HIB) Report

1.1 Incident Number: SS 03 10-10-22 School 3 Unfounded

MOTION: _____ SECOND: _____ to acknowledge receipt of Superintendent's Report regarding HIB incident (item # 1.1) ROLL CALL VOTE

S. Cassel

R. Hann

J. McMichael

S. Phillips

K. Topf

M. Walker

J. Hicks, Vice President

B. Wright, President

2. *Special Services Report

3. *Curriculum Director's Report

4. *Nurse's Report

5. *Fire & Security Drill Reports

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6. *HIB/Suspension Reports

7. *Principals' Report

8. *Bus Evacuation Drills

MOTION: _____ SECOND: _____ to approve (item #s 1– 8) VOICE VOTE

9. New Jersey Quality Single Accountability Continuum Components

9.1 *2022-2023 Comprehensive Maintenance Plan

9.2 *2022-2023 Certified School Nursing Plan

9.3 *Annual Facilities and Health and Safety Evaluation of School Buildings

MOTION: _____ SECOND: _____ to approve the annual reports which are required elements of the New Jersey QSAC District Performance Reviews (item #s 9.1-9.3) VOICE VOTE

10. *Submission to NJDOE of 2021-2022 School Self-Assessment and Statement of Assurance for Determining HIB Grades in accordance with the Anti-Bullying Bill of Right Act and School Grade Report.

MOTION: _____ SECOND: _____ to approve and accept the 2021-2022 School Self-Assessment and Statement of Assurance for Determining HIB Grades (item #10) VOICE VOTE

11. *2022-2023 District Goal Action Plan Progress Reports

MOTION: _____ SECOND: _____ to accept the 2022-2023 District Goal Action Plan Progress Reports (item #11) VOICE VOTE

12. * Enrollment – October 14, 2022

- Total school enrollment (PS-8 Including Out of District Students) = 702
- Special Education = 184
 - Resident students in-district = 146
 - Resident students sent out of district = 12
 - Speech and Language only = 26

COMMITTEE REPORTS

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

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Administrative Facilitator: Superintendent, A. Michael

* Personnel/Student Services Committee Meeting - October 18, 2022

1.1 Superintendent's Recommendation for Employment

- Stephanie Valentine, School #2 Elementary Special Education Teacher, at Step 1, BA Column on the Schedule A-1 Salary Guide, Salary \$55,522 effective 10-19-2022. Salary to be prorated for the 2022-2023 School Year.
- McKenna Rouse, School #1/#2 Health and Physical Education Teacher, Step 1, BA Column on the Schedule A-1 Salary Guide, Salary \$55,522, effective date TBD. Salary to be prorated for the 2022-2023 School Year.

1.2 Leave of Absence

- Employee #15357 unpaid extended leave of absence from 10-18-2022 to 11-11-2022.

1.3 Workshops

- Employees #15355, #15188 and #15073 to attend, "There are Bullies Among Us", presented by a FBI Behavioral Specialist, Jewish Federation of SNJ, 10-20-2022, no charge.
- Employees #1169, #15065, #1205 and #1179 to attend, "Implementing the Middle School Civics Mandate" at Rutgers University, 11-8-2022, no charge.

1.4 Fall Site Managers

- Approval for the following employees to serve as fall site managers (subject to activities not being terminated due to any reason (i.e., the COVID-19 Pandemic):
Employees #1153, #15257, #15366, #1108, #15387. Schedule D: Non-Instructional Supervision Salaries @ \$29.50 per hour.

MOTION: _____ **SECOND:** _____ **to accept and approve (item #s 1.1-1.4) ROLL CALL VOTE**

S. Cassel

R. Hann

J. McMichael

S. Phillips

K. Topf

M. Walker

J. Hicks, Vice President

B. Wright, President

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

Administrative Facilitator: Superintendent, A. Michael

Curriculum/Policy Committee Meeting - 10-11-2022 (virtual)

INFORMATION ITEMS:

- *Update on Policy and Regulation 9270 and 2430

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ACTION ITEMS:

2.1 *2022-2023 School Level Objectives Progress Reports

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

2.2 * Second Reading and Adoption of Policy and 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 approve upon second reading and adoption of Policy Alert #228 (item #2.2) ROLL CALL VOTE

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

2.3 *Approval and Re-adoption of Revised Curricula

- **K-8 World Language**
- **K-8 Computer Science and Design Thinking**
- **K-8 Social Studies**
- **K-8 Art (of Visual and Performing Arts)**
- **K-8 Career Readiness, Life Literacies, and Key Skills**

MOTION: _____ SECOND: _____ to approve and re-adopt revised curricula (item #2.3) ROLL CALL VOTE

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

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

*Budget/Finance/Facilities Meeting – N/A

INFORMATIONAL ITEMS:

- Comprehensive Maintenance Plan
- Annual audit scheduled to begin November 7, 2022

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**

UNFINISHED BUSINESS:

- Southampton Township Committee Liaison Report
- NJSBA Workshop - October 24-26

NEW BUSINESS:

- November 17, 2022 BCSBA Meeting, Southampton School District to host

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.

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CLOSE PUBLIC COMMENT

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

DATES TO REMEMBER

October 19	Family Science Night
October 20	Comprehensive Health Family Learning Series
October 20	Family Math Night
October 26	Family Science Night
October 24-26	NJSBA Workshop
October 27	Family Math 6:30-8:00 p.m. (School 2 APR)
October 31, 2022	Halloween Parade: 1:30 PM, PTA Parties PM Pre-K-5 th Grade, 2:00-2:45 PM, AM Pre-K Party, 10:30-11:15. (weather permitting)
November 2, 2022	Family Science Night
November 3, 2022	Fall Community Health Fair, 6-8 PM
November 8, 2022	General Election
November 9, 2022	Early Dismissal for Students @ 12:38 PM
November 10-11, 2022	No School - NJEA Convention
November 15, 2022	Board of Education Meeting 8:00 PM
November 17, 2022	BCSBA -Foundations for Success Meeting - Southampton School #3
November 21-22	Parent/Teacher Conferences –Early Dismissal @1:04