

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

August 22, 2022



MEETINGS:

6:45 p.m. – Personnel & Student Services, School #1 Faculty Room

6:45 p.m. – Budget, Finance & Facilities Meeting, School #1, Curriculum Office

7:00 p.m. – Executive Session, School #1 Faculty Room

8:00 p.m. – Public Meeting, School #1 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.

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:

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>		

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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 Southamptown 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
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 Southamptown 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, August 22, 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

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

August 22, 2022



TIME: _____ MOTION: _____ SECOND: _____ VOICE VOTE
MOTION BY THE BOARD OF EDUCATION TO CLOSE EXECUTIVE SESSION

TIME: _____ MOTION: _____ SECOND: _____ VOICE VOTE

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 BY THE BOARD OF EDUCATION TO ACCEPT THE AGENDA AS PUBLISHED

MOTION: _____ SECOND: _____ VOICE VOTE

COMMUNITY TOPIC:

- Summer in Southampton – Presentation by District Administration

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.

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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.

CORRESPONDENCE

APPROVAL OF MINUTES:

REGULAR & EXECUTIVE MEETINGS: June 27, 2022

MOTION: _____ SECOND: _____ ROLL CALL VOTE

S. Cassel

J. McMichael

M. Walker

R. Hann

S. Phillips

B. Wright, Vice President

J. Hicks

K. Topf

A. Ushkowitz, President

APPROVAL OF MINUTES:

SPECIAL MEETING: July 19, 2022

MOTION: _____ SECOND: _____ ROLL CALL VOTE

S. Cassel

J. McMichael

M. Walker

R. Hann

S. Phillips

B. Wright, Vice President

J. Hicks

K. Topf

A. Ushkowitz, President

REPORT OF THE BOARD SECRETARY:

INFORMATION ITEMS:

▪ Board of Education Member Election – November 8, 2022 Candidates:

Suzanne Phillips

Jeffery E. Hicks

Irving Bodine III

Stephen Chadwick

Amy Ushkowitz

Kit Applegate

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ACTION ITEMS:

- 1.1** It is recommended that the Board Approve transfers *Line items for the months of **June – August 2022**, as approved by the Superintendent.
- 1.2** Authorize the following payments *Payment of the **June, July & August 2022** bill list in the amount of \$651,393.71
- 1.3** Accept the ***Board Secretary's Report** for the month of **June & July 2022**.
- 1.4** Accept the **Treasurer's Reports** for the month of **June & July 2022**.
- 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 **June & July 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 6:A23-2.11(c)4, we certify that as of **June & July 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 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 **June & July 2022**.
- 1.8** Nutri-Serve Cafeteria Report and authorize **June** foodservice Check Register in the amount of \$13,647.59

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
A. Ushkowitz, President

REPORT OF THE SUPERINTENDENT:

INFORMATION ITEMS:

- Comprehensive Health & PE Curriculum Update

ACTION ITEMS:

1. Re-Adoption of curricula aligned with the New Jersey Student Learning Standards;

1.1 Comprehensive Health & PE – K-8

MOTION: _____ **SECOND:** _____ **to approve (item #1.1) ROLL CALL VOTE**

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S. Cassel
R. Hann
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A. Ushkowitz, President

2. Acceptance of Grant Funds

2.1 Approval to accept the FY23 individuals with Disabilities Education Act (IDEA) consolidated grant in the allocated amount of \$201,986 for Part A (Basic), and \$13,603 for Part B (Pre-School).

2.2 Approval to accept the FY23 Elementary and Secondary Education Act, formally known as Every Student Succeeds Act (ESEA) grant in the following amounts:

Title I	\$69,789
Title II	\$15,330
Title III	\$0
Title IV	\$9,000
Total	\$94,119

2.3 Approval to accept the FY22-23 American Rescue Plan grant funds in the **revised** total amount of \$819,605 as listed below:

ARP ESSER	\$631,077
ARP ESSER Accelerated Learning	\$63,528
ARP ESSER Summer Learning & Enrichment	\$40,000
ARP ESSER Beyond School Day	\$40,000
ARP ESSER Mental Health	\$45,000
Total	\$819,605

MOTION: _____ **SECOND:** _____ **to approve (item #2.1-2.3) ROLL CALL VOTE**

S. Cassel
R. Hann
J. Hicks

J. McMichael
S. Phillips
K. Topf

M. Walker
B. Wright, Vice President
A. Ushkowitz, President

3. Refusal of Funds

3.1 Refusal of ARP Homeless II in the amount of \$2754.00

3.2 Refusal of ESEA Title III in the amount of \$1567.00

MOTION: _____ **SECOND:** _____ **to approve (item #3.1-3.2) ROLL CALL VOTE**

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

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K. Topf**

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

4. Harassment, Intimidation and Bullying (HIB) Report

4.1 Incident Number: SS 03-06-15-22 School 3 Unfounded

MOTION: _____ SECOND: _____ to affirm, reject or modify the Superintendent's decision regarding HIB Incidents (item # 4.1) ROLL CALL VOTE

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

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

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

5. *Special Services Enrollment Report

6. *Curriculum Director's Report

7. Nurse's Report-None

8. *Fire & Security Drill Reports

9. Suspension Reports-None

10. *Principals' Report

11. *Class Trip (not including transportation)

YMCA of the Pines, 10-11-2022, 6th Grade, \$5492.00 (\$1100.00 deposit due 08/26/2022)

MOTION: _____ SECOND: _____ to approve (items #5 – 11) VOICE VOTE

12. *2022-2023 District Goals & Action Plans

MOTION: _____ SECOND: _____ to approve the 2022-2023 District Goals & Action Plans (item #12) VOICE VOTE

13. * Enrollment – August 17, 2022

- Total school enrollment = 671 (PSD – Grade 8, including in-district special education)
- Special Education = 176
- Resident students in-district = 139
- Resident students sent out of district = 11
- Speech and Language only = 26
- Kindergarten Enrollment = 73

14. * Resolution to submit an application for approval to use an alternate bathroom plan

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RESOLUTION AUTHORIZING THE ALTERNATE BATHROOM PLAN FOR SCHOOL #1 PURSUANT TO N.J.A.C. 6A:26-6.3 (h)4ii

WHEREAS, N.J.A.C. 6A:26-6.3(h)4ii, a district board of education may elect to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3(h)4ii, by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom. And; WHEREAS, the Board of Education wished to approve the submission of an application for approval by the Burlington County Department of Education to use an alternate bathroom plan for School #1 Rooms 26 and 27.

THEREFORE, BE IT RESOLVED by the Township of Southamptown Board of Education, County of Burlington, State of New Jersey, that the District has elected to use an alternate bathroom plan for School #1 Rooms 26 and 27 as allowed per N.J.A.C. 6A:26-6.3(h)4ii.

MOTION: _____ SECOND: _____ to submit an application for approval by the County Office to use an alternate bathroom plan for School #1 Rooms 26 and 27; in compliance with N.J.A.C. 6A:26-6.3(h)4ii. ROLL CALL VOTE

S. Cassel

R. Hann

J. Hicks

J. McMichael

S. Phillips

K. Topf

M. Walker

B. Wright, Vice President

A. Ushkowitz, President

COMMITTEE REPORTS

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

Administrative Facilitator: Superintendent, A. Michael

* Personnel/Student Services Committee Meeting - August 22, 2022

1.1 Superintendent's Recommendation for Employment

- Samantha Fenton, School #1 School Counselor, at Step 3, MA Column on the Schedule A-1 Salary Guide, Salary \$58,397, effective 10-22-2022
- Elizabeth Hagmayer, Fifth Grade Science and Mathematics Teacher Step 1, BA Column on the Schedule A-1 Salary Guide, Salary \$55,522, effective 09-01-2022
- Margo Dippner, Pre-School Teacher Step 1, BA Column on the Schedule A-1 Salary Guide, Salary \$55,522, effective 09-01-2022
- Stanley Tarasewicz, Part-Time Custodian Hourly Rate of \$18.50 as of 07-18-2022

1.2 Accept Resignation with Regret

- Employee #15361, effective 08-19-2022

1.3 Fieldwork/Student Teaching/Mentoring

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- Requesting approval from Rowan University for Margo Dippner to complete a 40-hour field experience for (2) Special Education courses with Carol Pero. Placement period is FALL 2022: 09-01-2022 to 12-09-2022.
- Elizabeth Hagmayer to be mentored in accordance with state regulations under the provisional license program for a minimum of 30 weeks by Nichol Czarzasty.
- Margo Dippner to be mentored in accordance with state regulations under the provisional license program for a minimum of 30 weeks by Carol Pero.
- Stephanie Valentine to be mentored in accordance with state regulations under the provisional license program for a minimum of 30 weeks by Stephanie Wilhelm.

1.4 *2022-2023 Fall, Winter, and Full Year Schedule B Appointments

- Approval for the attached staff members to fill Fall and full-year 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)].

1.5 Lunch/Bus Duty

- Approval for any certified staff to serve as lunch duty monitors as per signed agreement at the non-instructional rate.
- Approval for any certified staff to serve as early/late bus monitors as per the signed agreement at the non-instructional rate.
- Approval for all ESS/Mission One employees to be compensated at the agreed upon rate when serving as early/late bus monitors.

1.6 Leave of Absence

- Employee #15346, unpaid leave of absence effective 10-20-2022 to 03-20-2023.
- Employee 15357, unpaid leave of absence from 08-31-2022 to 10-17-2022.
- Employee #15174, FMLA/NJFLA effective 10-1-2022 to 04-03-2023.

1.7 Extended Leave of Absence

- Permission to grant 10 days extended sick leave to Employee #15357 in accordance with Title 18A:30-6 for potential use during medical leave of absence.

1.8 Workshops

- Employee #15117, NJECC 2022 Intermediate Google Workshop for School Secretaries and Administrative Assistants, 06-27-2022, 06-28-2022 and 06-29-2022, cost \$195.00.
- Employee #15389, Employee #15210, Employee #1197, Employee #2026, NJECC 2022 Intermediate Workshop for School Secretaries and Administrative Assistants, 08-15-2022 and 08-16-2022, cost \$165.00 per employee for a total of \$660.00.

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MOTION: _____ SECOND: _____ to accept and approve items (1.1-1.8) ROLL CALL VOTE

S. Cassel

R. Hann

J. Hicks

J. McMichael

S. Phillips

K. Topf

M. Walker

B. Wright, Vice President

A. Ushkowitz, President

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

Administrative Facilitator: Superintendent, A. Michael

Curriculum/Policy Committee Meeting – August 4, 2022

INFORMATION ITEMS: None

ACTION ITEMS:

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

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

2.2 *Second Reading and Adoption of Policy & Regulations – Policy Audit

P 0146 Board Member Authority

P 0157 Board of Education Website

R 4432 Sick Leave for Support Staff

MOTION: _____ SECOND: _____ to approve upon second reading and adoption of Policy Audit (Item # 2.2) ROLL CALL VOTE

S. Cassel

R. Hann

J. Hicks

J. McMichael

S. Phillips

K. Topf

M. Walker

B. Wright, Vice President

A. Ushkowitz, President

3. BUDGET/FINANCE/FACILITIES COMMITTEE (Chairperson: R. Hann, J. McMichael &

M. Walker) Administrative Facilitator – Business Administrator, C. DeJoseph

*Budget/Finance/Facilities Meeting – August 22, 2022

INFORMATIONAL ITEMS:

- Transportation Cost Increase
- Fire Panel School #2/3
- Annual Audit Scheduled to begin in December

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ACTION ITEMS: None

4. PRESIDENT'S COUNCIL (A. Ushkowitz, B. Wright, A. Michael)

4.1 *2022-2023 Board of Education Goal and Action Plan

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 (item #4.1) VOICE VOTE

PRESIDENT'S MESSAGE

UNFINISHED BUSINESS:

- Board Retreat, Tuesday, July 19, 2022, 9:30 am – 1:30 pm, Board Office
- BCSBA Meeting, Tuesday, June 28, 2022, 6pm-9pm, Medford Village Country Club

NEW BUSINESS:

- Southampton Township Committee Liaison Report
- Public Relations Committee
- Southampton Township Resolution for Southampton Township Safe Routes to School Project

RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF SOUTHAMPTON SCHOOL DISTRICT SUPPORTING THE SOUTHAMPTON TOWNSHIP SAFE ROUTES TO SCHOOL PROJECT AND THE APPLICATION FOR SAFE ROUTES TO SCHOOL FUNDING TO MAKE INFRASTRUCTURE IMPROVEMENTS THAT WILL IMPROVE THE WALKING ENVIRONMENT FOR STUDENTS

WHEREAS, it is our understanding that the Township of Southampton proposes the installation of pedestrian facilities along Race Street, Red Lion Road (CR-641), Main Street, NJ Route 206, Buddtown Road, and along the Good Farm Recreation Complex Driveway; and WHEREAS, the proposed improvements are intended to improve safety and connect students in the area to Township school and recreation facilities; and WHEREAS, this project serves school walkers on the route to the school; and WHEREAS, this Safe Routes to School Project will provide a much-needed safety improvement in the area and will clearly provide a much safer transportation experience for student walkers as well as students with disabilities and the general population of pedestrians in Southampton Township; and WHEREAS, the project will make the pedestrian route to three (3) of the District's schools, recreation

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

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facilities, and other Township assets much safer; and WHEREAS, it is our belief that the proposed activities are consistent with the goals of the Safe Routes to Schools program and the policies of the Southampton Township School District, and that funding this project would provide a significant opportunity for the Township of Southampton to improve student safety in the Township of Southampton.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE SOUTHAMPTON TOWNSHIP SCHOOL DISTRICT AS FOLLOWS: The Southampton Township School District fully supports the efforts of the Township of Southampton in seeking New Jersey Department of Transportation Safe Routes to Schools funds and will collaborate to support the goals of the project, namely, to improve safety, encourage walking to school, and to improve the walking environment for students of the district and other users of the routes.

MOTION: _____ SECOND: _____ to adopt the resolution of the Board of Education of the Township of the Southampton School District supporting the Southampton Safe Routes to School Project ROLL CALL VOTE

S. Cassel

R. Hann

J. Hicks

J. McMichael

S. Phillips

K. Topf

M. Walker

B. Wright, Vice President

A. Ushkowitz, President

PUBLIC COMMENTS:

Members of the public are invited to submit any general comments during this public comment portion of the meeting. The Board, pursuant to the Open Public Meetings Act, will not publicly discuss personnel matters and may choose not to respond to comments made by members of the public during this portion of the meeting; however, the Board will give all comments appropriate consideration and will refer all individual complaints to the Superintendent of Schools or Administration for resolution. Each citizen will be allotted up to three (3) minutes to speak, in order to allow everyone an opportunity to express their opinions or concerns.

MOTION: _____ SECOND: _____ TO ADJOURN TIME: _____

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DATES TO REMEMBER

August 23	New Student Orientation School #2/3 @ 10:00 a.m.
August 23	New Student Orientation School #1 @ 11:00 a.m.
August 29	Kindergarten Orientation Two Sessions @ 10-12 a.m. and 1-3 p.m.
August 31	First Day Back for Faculty and Staff
September 1	Teacher In-Service
September 2	School Closed
September 5	Labor Day-School Closed
September 6	First day of School for Students
September 12	PTA Room Parent Tea/General Membership Meeting School #3 Warrior Dome @ 6:00 p.m.
September 16	STAR Foundation Golf Tournament Golden Pheasant Golf Club @ 1:00 p.m.
September 19	Board of Education Meeting 8:00 p.m.
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 26	Rosh Hashanah –School Closed
September 29	School Picture Day