

Meetings:**6:30 p.m. – Retirement Dinner for Superintendent Harris - #2 Cafeteria****7:30 p.m. – Executive Session, School #3, Media Center****8:00 p.m. – Public Meeting, School #3, Warrior Dome**

Southampton Township Board of Education, Southampton, New Jersey 08088

“Building a Tradition of Excellence”

Our Mission

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

“Statement to the Public”

Please be advised that often it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases a unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate Board committee. The members of the Board committee work with the administration and the Superintendent to assure that the members fully understand the matter. When the committee is satisfied that the matter has been thoroughly researched, it is presented to the Board of Education for discussion prior to any final action being taken. Only then, is it placed on the agenda for action at a public meeting.

CALL TO ORDER:**PUBLIC NOTICE OF MEETING:**

This meeting is held in compliance with N. J. S. A. 10:4-6. A schedule of meetings was posted in all schools and the township municipal building and advertised in the *Burlington County Times* on January 17, 2020, posted on the district website and the Southampton Township School District Facebook page. Notification of public access to the Virtual meeting was communicated via the district messaging system, posted on the district website, and posted on the Southampton Township School District Facebook page. Revision to the start time of this evening’s meeting was posted in accordance with the Open Public Meetings Act, P.L. 1975 c. 231, to advise that the Southampton Township Board of Education changed the time of a Regular Meeting for Monday, December 21, 2020 to be held at 6:30 p.m.

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: Jeffrey Hicks _____

Vice-President: Amy Ushkowitz _____

Donald Bozarth _____

Russell Hann _____

Marie Phillips _____

Suzanne Phillips _____

Jennifer Potter _____

Louise Rickborn _____

Betty Wright _____

MOTION BY THE BOARD OF EDUCATION FOR EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS: (FMLAs, media center specialist resignation, part-time social worker resignation, special education teacher retirement, emergency unpaid leave of absence, non-resident staff member child’s enrollment, and Commissioner’s complaint resolution, STEA Negotiations Update, Advertisement

for PT Social Worker, College field placement, additional residency investigative services) Time_____ p.m. Motion_____ Second_____ Roll Call/Vote_____

President: Jeffrey Hicks _____ Vice-President: Amy Ushkowitz _____
 Donald Bozarth _____ Russell Hann _____ Marie Phillips _____ Suzanne Phillips _____
 Jennifer Potter _____ Louise Rickborn _____ Betty Wright _____

MOTION TO CLOSE EXECUTIVE SESSION. THE BOARD OF EDUCATION MEMBERS DISCUSSED THE FOLLOWING ITEMS DURING EXECUTIVE SESSION: (FMLAs, media center specialist resignation, part-time social worker resignation, special education teacher retirement, emergency unpaid leave of absence, non-resident staff member child's enrollment, and Commissioner's complaint resolution, STEA Negotiations Update, Advertisement for PT Social Worker, College field placement, additional residency investigative, services) Time:_____ p.m. Motion_____ Second_____ Roll Call/Vote_____

President: Jeffrey Hicks _____ Vice-President: Amy Ushkowitz _____
 Donald Bozarth _____ Russell Hann _____ Marie Phillips _____ Suzanne Phillips _____
 Jennifer Potter _____ Louise Rickborn _____ Betty Wright _____

SALUTE TO THE FLAG

COMMUNITY TOPIC:

1. Mrs. Pero's Class Holiday Donation Project
2. NJSBA Board of Education Certification Recognition (Jesse Adams, Field Services Representative)
3. NJSBA Certified Board Member Recognition (Jesse Adams, Field Services Representative)
4. Video Tribute to Superintendent Harris' Retirement (Vice Principal, Kristine Bertulis)

STUDENT RECOGNITION: None due to COVID 19

EMPLOYEE OF THE MONTH RECOGNITION: None due to COVID 19

OTHER RECOGNITION:

Board of Education Service Recognition:

- Marie Phillips
- Louise Rickborn

PUBLIC COMMENT ON AGENDA:

Members of the public are invited to submit comments pertaining only to the Board agenda during this public comment portion of the meeting. General comments, not necessarily pertaining to the agenda, are invited to be submitted during the public comment portion at the end of this meeting. The Board, pursuant to the Open Public Meetings Act, will not publicly discuss personnel matters and may choose not to respond to comments made by members of the public during this portion of the meeting; however, the Board will give all comments appropriate consideration and will refer all individual complaints to the Superintendent of Schools or Administration for resolution. Each citizen will be allotted up to three (3) minutes to

speak, in order to allow everyone an opportunity to express their opinions or concerns.

CORRESPONDENCE:

LETTERS TO: None

LETTERS FROM: NJSBA Board Certification and Suzanne Phillips' Certification.

THANK YOU NOTES: None

*APPROVAL OF MINUTES: REGULAR & EXECUTIVE MEETINGS:

November 16, 2020 Motion by_____, Second by_____, Roll Call/Vote_____

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: Jeffrey Hicks _____	Vice-President: Amy Ushkowitz _____
Donald Bozarth _____	Russell Hann _____
Marie Phillips _____	Suzanne Phillips _____
Jennifer Potter _____	Louise Rickborn _____
Betty Wright _____	

REPORT OF THE BOARD SECRETARY:

1. Information Items:

1.1 None

2. Action Items:

2.1 It is recommended that the Board:

Approve transfers

*Line items for the months of **November-December 2020**, as approved by Superintendent.

2.2 Authorize the following payments:

*Authorize the payment of the **December 2020** bill list in the amount of \$420,877.28

2.3 Accept the **Board Secretary's Report** for the month of **November 2020**.

2.4 Accept the **Treasurer's Report** for the month of **November 2020**.

2.5 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 **November 2020** no budgetary line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of **NJAC 6A:23-2.11(a)**.

2.6 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 **November 2020** after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials and the treasurer's monthly financial reports, that to the best of our knowledge, no major account or fund has been over expended in violation of the **NJAC 6:A:23-2.11(b)** and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

2.7 Accept Revenue Account Status Report for **November 2020**.

- 2.8 *Accept **November 2020** Nutri Serve Cafeteria Report and authorize Check Register in the amount of \$21,056.08

Motion by _____, Second by _____ to approve Board Secretary items (items #2.1-2.8) Roll Call/Vote _____

REPORT OF THE SUPERINTENDENT:

1. *Special Services Department
 - 1.1 Information items: None
 - 1.2 Action Items: None
2. Harassment, Intimidation and Bullying (HIB) Report – None
3. *Curriculum Director's Report
4. *Nurses' Reports
5. *Fire and Security Drill Reports
6. *Suspension Reports
7. Bus Evacuation Drills – Conducted on 10/02 & 10/09/20

Motion by _____, Second by _____ to approve (items #3-6) Roll Call/Vote _____

8. *Human Resources Report
9. Class Trips: (None due to COVID-19 Pandemic)
10. Virtual Speaker, children's author, Gene Barretta, 01/12/21, Grades 1 & 2, NC
11. * 2020-2021 School District Goals Action Plans / Progress Reports
 - 11.1 Enhancing School Climate/Culture
 - 11.2 Differentiated Instruction
 - 11.3 Social/Emotional Learning
12. Professional Development
 - Staff Development Workshops, "Teaching Diverse Learners in the Hybrid Classroom", 02/12/21, \$1700. (covered by Title I Grant)
 - Staff Development Workshops, "Sensitivity Training", 01/19/21, \$1100.

Motion by _____, Second by _____, to approve the Virtual Speaker for Grades 1 & 2, the 2020-2021 School District Goal Status Reports and Professional Development (items #10 -12) Roll Call/Vote _____

13. *Enrollment – December 15, 2020
 - 13.1 Total school enrollment = 704 (PSD-Grade 8, including in-district special education)
 - 13.2 Special Education = 171
 - Resident students in-district = 138
 - Resident students sent out of district = 10
 - Speech and Language only = 23

COMMITTEE REPORTS

1. Personnel / Student Services (Chairperson: A. Ushkowitz, L. Rickborn & B. Wright)
*Personnel / Student Services Committee Meeting – (12/10/20)

- 1.1 Superintendent's Recommendation for Employment: None
- 1.2 FMLA – Leave of Absence – NJFMLA, and Agreement with STEA
 - Employee #15192, effective 03/15/21 – 06/07/21
 - Employee #1118, effective 03/15/21 – 06/23/21
- 1.3 Emergency Unpaid Leave of Absence
 - Employee #15024, effective 12/4-20 – 2/28/21
- 1.4 Resignation
 - Employee #15158, effective December 7, 2020
 - Employee #15292, effective December 9, 2020
- 1.5 Retirement
 - Employee #1156, effective July 1, 2021
 - Employee #1140, effective July 1, 2021
- 1.6 College / University Field Placements
 - Requesting approval for Kayla Kilpatrick to complete a full year clinical practical in the area of Counseling to be mentored by Allison Shaughnessy and Kayla Haloupek. Placement will begin January 2021 and continue through May 2021.
- 1.7 Non-Resident Students
 - Approve the enrollment into 4th Grade for the remainder of the 2020-2021 school year of a non-resident teaching staff member, Employee #1131 in accordance with Article XVII, Miscellaneous Provisions, H., "Children of Employees" of the Collective Bargaining Agreement between STEA and STBOE.
- 1.8 *Approve settlement agreement resolution for OAL Docket No.: EDU 05526-2020 S / Agency Ref. No.: 90-5/20
- 1.9 Permission to advertise for vacant part time social worker.

Motion by____, Second by____ to approve (items #1.2 – 1.9) Roll Call/Vote _____

- 1.10 2020-2021 Schedule B Position Appointments – None
- 2. Curriculum / Policy (Chairperson: S. Phillips, J. Hicks, & M. Phillips)
- Curriculum / Policy Committee Meeting Agenda – (No meeting)
- 2.1 2020 – 2021 School Level Objectives

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

School #1 – During the 2020-2021 school year, at least 80% of 2nd grade students will earn a score of 75% or higher on the end-of-year math assessment. This assessment scores elements of the grade-level curriculum as outlined by the New jersey Student Learning Standards.

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

School #2 – During the 2020-2021 school year at least 80% of grade three

students will increase in an identified area of need on the Narrative Writer's Workshop rubric by at least 50% which addresses structure, development and language conventions.

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

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

Motion by____, Second by_____ to accept the 2020-2021 School Level Objectives Status Report (item #2.1) Roll Call/Vote _____

2.2 Second Reading of Policies/Regulations (Strauss Esmay Policy Alert #221)

- P 1620 - Administrative Employment Contracts (M)
- P 2431 - Athletic Competition (M)
- R 2431.1 - Emergency Procedures for Sports and Other Athletic Activities (M)
- P 2464 - Gifted and Talented Students (M)
- P 5330.05 - Seizure Action Plan (M)
- R 5300.05 – Seizure Action Plan (M)
- P 6440 - Cooperative Purchasing (M)
- P 6470.01 - Electronic Funds Transfer and Claimant Certification (M)
- R 6470.01 - Electronic Funds Transfer and Claimant Certification (M)
- P 7440 – School District Security (M)
- R 7440 – School District Security (M)
- P 7450 – Property Inventory (M)
- P 7510 – Use of School Facilities (M)
- R 7510 – Use of School Facilities (M)
- P 8420 – Emergency and Crisis Situations (M)
- P 8561 – Procurement Procedures for School Nutrition Programs (M)

Motion by____, Second by_____ to approve Policies/Regulations – Policy Alert #221 upon Second Reading and adoption (item # 2.2) Roll Call/Vote _____

**3. Budget / Finance / Facilities (Chairperson: D. Bozarth, R. Hann, J. Hicks & J. Potter)
Administrative Facilitator – Casey DeJoseph**

***Budget / Finance / Facilities Committee Meeting Agenda – (12/8/20)**

3.1 Information Items: None

3.2 Action Items:

- *FY22 Budget Process / Timeline
- *Approve additional residency investigation services with R. Frascella at a rate of \$40/hour

- Retroactively approve the procurement of the School #1 domestic hot water heater (total cost \$8,400)

Motion by_____, Second by_____ to adopt the FY22 Budget Process / Timeline, approve additional residency investigation services, and approve the procurement of a domestic hot water heater (items #3.2) Roll Call/Vote _____

4. President's Council (J. Hicks, A. Ushkowitz and M. Harris)

4.1 *2020-2021 Board of Education Goals

• **Goal #1: Curriculum/Policy Committee**

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

Personnel/Student Services

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

Budget/Finance Facilities Committee

- **Goal #3:** The Board of Education in consultation with the Superintendent, and Business Administrator will develop a comprehensive action plan to address the seven-year phase out of state aid. This action plan will include educating the school community as to the impact on district programming and operations via a public forum and community topic presentations at Board of Education meetings, and developing a framework to address budgetary savings and cuts.

Motion to accept the 2020-2021 Board of Education Goals Status Report (Item # 4.1)

Motion by_____, Second by_____ Roll Call Vote_____

OLD BUSINESS:

- *NJSBA Delegate Assembly (virtual), Saturday, November 21, 2020 at 9:00 AM. Resolution to be considered.
- Burlington County SBA Virtual Meeting, December 3, 2020, Webex, Topic: Equity
It was announced that Southampton BOE achieved Board Certification.

NEW BUSINESS:

- Monday January 4, 2021 at 8:00 p.m., Annual Ethics Training (Virtual) with Jesse Adams, NJSBA Field Services Representative, in School #3 Warrior Dome.
- BOE Retirement Recognition of Superintendent, Michael L. Harris, effective

January 1, 2021.

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 FOR EXECUTIVE SESSION: (Personnel, Contract Negotiations, Legal)

Time: _____ p.m.

Motion _____ Second _____ Roll Call/Vote _____

MOTION TO CLOSE EXECUTIVE SESSION: (Personnel, Contract Negotiations, Legal)

Time: _____ p.m.

Motion _____ Second _____ Roll Call/Vote _____

ADJOURNMENT: Time: _____ p.m.

Motion _____ Second _____ Roll Call/Vote _____

NOTE: Committee Meetings & Dates

Committee	Date	Time	Location
Budget /Finance/Facilities	TBD	TBD	TBD
Curriculum / Policy	TBD	TBD	TBD
Personnel / Student Services	TBD	TBD	TBD

Next Board of Education Meeting – January 4, 2021, 7:00 PM, School #3 Warrior Dome

Miscellaneous inserts:

Pinebarrens Tribune, November 28, 2020, “Retirement Reboot”

*Documents

Dates to Remember

December	23	Early Dismissal, 12:38 P.M.
Dec. – Jan.	24-31	Holiday / Winter Break
January	4	School Re-opens
	4	Board of Education Re-Organization Meeting – 7:00 P.M., School 3 Warriordome
	18	Martin Luther King Birthday – School Closed
	19	Teacher In-Service – 2 Hour Delay