

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

January 23, 2024



MEETINGS:

6:00 p.m. – Executive Session, Media Center

7:00 p.m.- Public Meeting, School #2 APR/Cafeteria

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION, SOUTHAMPTON, NJ 08088

“Building a Tradition of Excellence”

OUR MISSION

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

CALL TO ORDER:

ROLL CALL: BOARD OF EDUCATION MEMBERS:

Board of Education Member	Present	Absent
Katie Topf, <i>Vice President</i>		
Irving Bodine III		
Janine Hoey		
Betty Wright		
Leon Carelli		
Jeffrey Hicks		
Russell Hann		
Melissa Walker		
Kit Applegate, <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, the township municipal building, posted on the district website and the Southamptton 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:

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

January 23, 2024



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, 4, 8, & 9** as above indicated and the subject to be discussed is as follows:

Unwarranted Invasion of Individual Privacy/Collective Bargaining Negotiations

Falling Within Attorney-Client Privilege/Personnel Matters

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, January 23, 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**

MOTION BY THE BOARD OF EDUCATION TO CLOSE EXECUTIVE SESSION

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

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

January 23, 2024



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, <i>Vice President</i>		
Irving Bodine III		
Janine Hoey		
Betty Wright		
Leon Carelli		
Jeffrey Hicks		
Russell Hann		
Melissa Walker		
Kit Applegate, <i>President</i>		

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: Generosity

Kindergarten: Emma Raditz
Grade 1: Roman Schulze
Grade 2: Penelope Vaughan
Grade 3: Mia Chadwick
Grade 4: Jaqueline Kramer

Grade 5: Blake Tyrell
Grade 6: Eliza Compton
Grade 7: Mitchell Chesla
Grade 8: Skylar Hudson

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

January 23, 2024



EMPLOYEE RECOGNITION-December

- **Mr. Robert Phillips**, Custodian/Groundskeeper
- **Mr. Al Camaione**, IT Consultant

TEACHER OF THE YEAR RECOGNITION

- **School #1 - Shelley Brockson**
- **School #2 - Tara DeLucia**
- **School #3 - Phillip DeSousa**

COMMUNITY TOPICS:

- PTA Parent Volunteer Program Presentation
- Southampton Schools Athletic Booster Club Information
- Superintendent Search Status Report

SOUTHAMPTON TOWNSHIP PTA

- Leon Carelli, President

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 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

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

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

January 23, 2024



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: None

APPROVAL OF MINUTES: December 19, 2023 Regular & Executive Meetings

MOTION: _____ SECOND: _____ to approve the meeting minutes from December 19, 2023 (as provided in the Board packet)

ROLL CALL VOTE

**K. Topf, Vice President
I. Bodine III
J. Hoey**

**B. Wright
L. Carelli
J. Hicks**

**R. Hann
M. Walker
K. Applegate, President**

APPROVAL OF MINUTES: January 3, 2024 Organization & Executive Meeting

MOTION: _____ SECOND: _____ to approve the meeting minutes from January 3, 2024 Organization Meeting (as provided in the Board packet)

ROLL CALL VOTE

**K. Topf, Vice President
I. Bodine III
J. Hoey**

**B. Wright
L. Carelli
J. Hicks**

**R. Hann
M. Walker
K. Applegate, President**

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

January 23, 2024



APPROVAL OF MINUTES: January 10, 2024 Special & Executive Meeting (Superintendent Search)

MOTION: _____ **SECOND:** _____ **to approve the meeting minutes from January 10, 2024 Special & Executive Meeting for the superintendent search (as provided in the Board packet)**

ROLL CALL VOTE

K. Topf, Vice President

B. Wright

R. Hann

I. Bodine III

L. Carelli

M. Walker

J. Hoey

J. Hicks

K. Applegate, President

APPROVAL OF MINUTES: January 17, 2024 Special & Executive Meetings

MOTION: _____ **SECOND:** _____ **to approve the meeting minutes from January 17, 2024 Special & Executive Meetings for superintendent interviews (as provided in the Board packet)**

ROLL CALL VOTE

K. Topf, Vice President

B. Wright

R. Hann

I. Bodine III

L. Carelli

M. Walker

J. Hoey

J. Hicks

K. Applegate, President

APPROVAL OF MINUTES: January 18, 2024 Special & Executive Meetings

MOTION: _____ **SECOND:** _____ **to approve the meeting minutes from January 18, 2024 Special & Executive Meetings for superintendent interviews (as provided in the Board packet)**

ROLL CALL VOTE

K. Topf, Vice President

B. Wright

R. Hann

I. Bodine III

L. Carelli

M. Walker

J. Hoey

J. Hicks

K. Applegate, President

REPORT OF THE BOARD SECRETARY

INFORMATION ITEMS: None

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

January 23, 2024



ACTION ITEMS:

- 1.1 It is recommended that the Board Approve transfers *Line items for the months of **December 2023-January 2024**, as approved by the Superintendent.
- 1.2 Authorize the following payments *Payment of the **January 2024** bill list in the amount of \$612,304.59.
- 1.3 Accept the ***Board Secretary's Report** for the month of **December 2023**.
- 1.4 Accept the **Treasurer's Report** for the month of **December 2023**.
- 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 **December 2023** 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 **December 2023** 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 **December 2023**.
- 1.8 Authorize Nutri-Serve Check Register in the amount of \$34,375.14.

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

K. Topf, Vice President
I. Bodine III
J. Hoey

B. Wright
L. Carelli
J. Hicks

R. Hann
M. Walker
K. Applegate, President

REPORT OF THE SUPERINTENDENT:

INFORMATION ITEMS: None

ACTION ITEMS:

1. Harassment, Intimidation and Bullying (HIB) Report

1.1 Incident Number SS312052023 Unfounded

MOTION: _____ **SECOND:** _____ **to affirm, reject, or modify the Interim Superintendent's Report regarding HIB incidents (item #1.1) ROLL CALL VOTE**

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

January 23, 2024



K. Topf, Vice President
I. Bodine III
J. Hoey

B. Wright
L. Carelli
J. Hicks

R. Hann
M. Walker
K. Applegate, President

2. *Submission of the Memorandum of Understanding Between Education and Law Enforcement to the Burlington County Office of Education

MOTION: _____ **SECOND:** _____ to approve submission to the Burlington County Office of Education the 2023-2024 Memorandum of Understanding Between Education and Law Enforcement (item #2) **ROLL CALL VOTE**

K. Topf, Vice President
I. Bodine III
J. Hoey

B. Wright
L. Carelli
J. Hicks

R. Hann
M. Walker
K. Applegate, President

3.*Special Services Report

4.*Curriculum Director's Report

5.*Nurse's Report

6.*Fire & Security Drill Reports

7.*HIB/Suspension Reports

8.*Principals' Report

9.*Enrollment –

Total school enrollment as of January 16, 2024 (PS-8 Including Out of District Students) = 684

- Special Education = 176
 - Resident students in-district = 142
 - Resident students sent out of district = 10
 - Speech and Language only =24

10. Class Trips

- **Liberty Lake**, 06/04/2024, 8th grade class trip. Admission cost is \$9,110.00, bus transportation approximately \$900.00.
- **Rowan College of Burlington County** for NJ for Teen Arts Festival (students will participate in a community arts exhibit/performances), 03/13/2024, (50) 6th, 7th & 8th grade students, (6) adult chaperones and (1) nurse. Admission cost is \$200.00, bus transportation approximately \$450.00. Alternate date if needed 03/14/2024.

MOTION: _____ **SECOND:** _____ to accept and approve (item #s 3-10) **VOICE VOTE**

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

January 23, 2024



COMMITTEE REPORTS

1. PERSONNEL/STUDENT SERVICES (Chairperson: K. Topf, L. Carelli, and B. Wright)

Administrative Facilitator: Interim Superintendent, M. Harris

* Personnel/Student Services Committee Meeting – 1/17/24

1.1 Rescind Offers of Employment for the following:

- Natalie Jiminez
- Harold Bauer

1.2 *Resignation with Regret

- **Sara Steckler**, World Language Teacher, effective 03-19-2024

1.3 *2023-2024, Spring and Full Year Schedule B Appointments and Spring Site Managers

- Approval for the attached staff members to fill Spring and Full Year Schedule B Appointments for the 2023-2024 School Year (Subject to the activities not being terminated due to any reason i.e. the Covid-19 pandemic) and approval of Spring Site Managers.

1.4 Leave of Absence

- Employee #15406, FMLA from 01-08-2024 to TBD.

1.5 *Extended Sick Leave

- Permission to grant 10 days of extended sick leave to Employee #15406 in accordance with N.J.S.A. 18A:30-6 for use during a medical leave of absence.

1.6 Workshops

- **Alyssa Gentile**, *NASW School Social Work Symposium*, Remote, on January 10, 17, and 24, 2024, \$150.
- **Randy Meyer** presenting at the Nassau Zone AHPERD Conference at Adelphi University, Long Island, NY, on March 22, 2024, No-Charge.
- **Casey DeJoseph**, *NJASBO PD Workshop*, Mount Laurel, NJ on January 23, 2024, \$125.

1.7 Transfers/Change in Assignments

- **Employee # 2022**
- **Employee # 1177 ***
- **Employee # 15022 ***

MOTION: _____ SECOND: _____ to accept and approve (item #s 1.1-1.7) ROLL CALL VOTE

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

January 23, 2024

**K. Topf, Vice President
I. Bodine III
J. Hoey**

**B. Wright
L. Carelli
J. Hicks**

**R. Hann
M. Walker
K. Applegate, President**



1.8 *Ratify 2023-2026 Southampton Township Administrators and Supervisors Association Collective Bargaining Agreement

MOTION: _____ SECOND: _____ to ratify the 2023-2026 Southampton Township Administrators and Supervisors collective bargaining agreement (item #1.8)

ROLL CALL VOTE

**K. Topf, Vice President
I. Bodine III
J. Hoey**

**B. Wright
L. Carelli
J. Hicks**

**R. Hann
M. Walker
K. Applegate, President**

1.9 Approve additional compensation for Jennifer Mikulski, School #2/3 Nurse, to provide after-school services at the non-instructional rate of \$30.50 per hour for up to five (5) hours.

MOTION: _____ SECOND: _____ to approve compensation as listed (item #1.9) ROLL CALL VOTE

**K. Topf, Vice President
I. Bodine III
J. Hoey**

**B. Wright
L. Carelli
J. Hicks**

**R. Hann
M. Walker
K. Applegate, President**

2. CURRICULUM/POLICY COMMITTEE (Chairperson: J. Hicks, K. Applegate, and J. Hoey)

Administrative Facilitator: Interim Superintendent, M. Harris

* Curriculum/Policy Committee Meeting – 1/11/24

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

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

January 23, 2024

K. Topf, Vice President
I. Bodine III
J. Hoey

B. Wright
L. Carelli
J. Hicks

R. Hann
M. Walker
K. Applegate, President



2.2 *First Reading for Revisions to Existing Policies

- Policy 2312 Class Size
- Policy 1210 Board - Superintendent Relations

MOTION: _____ SECOND: _____ to acknowledge first reading for revisions to existing policies as listed (item #2.2) ROLL CALL VOTE

K. Topf, Vice President
I. Bodine III
J. Hoey

B. Wright
L. Carelli
J. Hicks

R. Hann
M. Walker
K. Applegate, President

2.3 * Policy Alert #231 – First Reading

- P2270 Religion in Schools
- P3161 Examination for Cause
- P3212 Attendance
- P3324 Right of Privacy
- P4161 Examination for Cause
- P&R 4212 Attendance
- P4324 Right of Privacy
- P&R 5111 Eligibility of Resident/Nonresident Students (M)
- P&R 5116 Education of Homeless Children and Youths
- P8500 Food Services (M)

MOTION: _____ SECOND: _____ to acknowledge first reading of policies as listed in accordance with Strauss Esmay Policy Alert #231 (item #2.3) ROLL CALL VOTE

K. Topf, Vice President
I. Bodine III
J. Hoey

B. Wright
L. Carelli
J. Hicks

R. Hann
M. Walker
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 – 1/16/2024

INFORMATIONAL ITEMS:

- **Purchase of new district truck**

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

January 23, 2024



- **Parking lot paving**
- **Fire pump quotes**
- **2024-2025 Budget Preparations**

3.1 *Long Range Facilities Plan (LRFP) Update – RYEBREAD Architect

MOTION: _____ **SECOND:** _____ **to approve RYEBREAD Architects to update the district's Long Range Facilities Plan on a time and materials basis. (item# 3.1)**

ROLL CALL VOTE

K. Topf, Vice President

B. Wright

R. Hann

I. Bodine III

L. Carelli

M. Walker

J. Hoey

J. Hicks

K. Applegate, President

UNFINISHED BUSINESS:

- **Township Liaison Report**
- **Character Strong (3-year renewal)**

4. Renew memorandum of understanding with Character Strong for \$3,774.60 via the Title IV grant for the years 2023-2026.

MOTION: _____ **SECOND:** _____ **to approve the renewal of memorandum of understanding with Character Strong for \$3,774.60 via the Title IV grant. (item #4)**

ROLL CALL VOTE

K. Topf, Vice President

B. Wright

R. Hann

I. Bodine III

L. Carelli

M. Walker

J. Hoey

J. Hicks

K. Applegate, President

NEW BUSINESS:

- **BCSBA Revised Meeting Date is Thursday, 01/25/2024. Meeting is all virtual.**
- **School Board Recognition Month**

5. Adoption of Resolution attached as Exhibit A in recognition of January being School Board Recognition Month.

MOTION: _____ **SECOND:** _____ **to adopt Resolution attached as Exhibit A in recognition of January being School Board Recognition Month. (item #5)**

ROLL CALL VOTE

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

January 23, 2024

K. Topf, Vice President

I. Bodine III

J. Hoey

B. Wright

L. Carelli

J. Hicks

R. Hann

M. Walker

K. Applegate, President



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:** _____

DATES TO REMEMBER

January 23	Board of Education Meeting
January 25	School #2 Winter Concert
January 29	2 Hour Delay (Staff In-Service)
February 13	STAR Foundation Meeting
February 16	School Closed (Staff In-Service)
February 19	President's Day (School Closed)