

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

September 19, 2023



MEETINGS:

5:00 p.m.-Strategic Plan/District Goals Discussion, School #2 APR/Cafeteria

6:00 p.m. – Personnel & Student Services, School #2 Media Center

6:00 p.m.- Budget, Finance & Facilities Meeting, School #2, Room #52

6:30 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
Jeffrey Hicks, <i>Vice President</i>		
Kit Applegate		
Sean Cassel		
Katie Topf		
Melissa Walker		
John McMichael		
Irving Bodine III		
Russell Hann		
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, advertised in the *Burlington County Times* on January 6, 2023, and the *Courier Post* on February 17, 2023, and posted on the district website and the Southamptton Township School District Facebook page. A revised schedule of meetings was filed with the Township Clerk on March 28, 2023. Notice of the time change of tonight’s meeting was transmitted to the Burlington County Times, Courier Post and the Township on September 7, 2023.

Notice that public session is being audio recorded

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

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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 # 4, 8, 9, & 11** as above indicated and the subject to be discussed is as follows:

Collective Bargaining Negotiations/Falling Within Attorney-Client Privilege/

Personnel Matters/Pending or Anticipated Litigation

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, September 19, 2023** 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**

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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
Jeffrey Hicks, <i>Vice President</i>		
Kit Applegate		
Sean Cassel		
Katie Topf		
Melissa Walker		
John McMichael		
Irving Bodine III		
Russell Hann		
Betty Wright, <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

COMMUNITY TOPIC:

- **5 Year Strategic Plan**
- **LED Lighting Project**
- **PTA**

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Superintendent's Recommendation for Employment

- **Deanna Diaz**, Middle School Special Education Teacher, effective within 60 days of 09/19/2023 at the annual salary of \$57,431.00, Step 3, BA column on the Schedule A-1 2023-2024 Salary Guide. Salary to be prorated for the 2023-2024 school year.
- **Lindsay Borcsik**, Substitute Nurse, at \$225.00 per day as needed, effective date TBD and pending satisfactory completion of background check, all required documents and substitute certification.

MOTION: _____ **SECOND:** _____ **to accept and approve superintendent's recommendation for employment ROLL CALL VOTE**

J. Hicks, Vice President

K. Applegate

S. Cassel

K. Topf

M. Walker

J. McMichael

I. Bodine III

R. Hann

B. Wright, President

Introduction of New Faculty

- *Deanna Diaz-School #3 Special Education Teacher*

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 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,

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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:

- **Thank you note from 2023 graduate Jason Cohen.**
- **Email from Kristina Gebhardt**

APPROVAL OF MINUTES: August 29, 2023

MOTION: _____ **SECOND:** _____ **to approve the meeting minutes from August 29, 2023 (as provided in the Board packet)**

ROLL CALL VOTE

J. Hicks, Vice President

K. Applegate

S. Cassel

K. Topf

M. Walker

J. McMichael

I. Bodine III

R. Hann

B. Wright, President

REPORT OF THE BOARD SECRETARY:

INFORMATION ITEMS:

ACTION ITEMS:

- 1.1** It is recommended that the Board Approve transfers *Line items for the months of **August –September 2023**, as approved by the Superintendent.
- 1.2** Authorize the following payments *Payment of the **September 2023** bill list in the amount of \$396,389.25.
- 1.3** Accept the ***Board Secretary's Report** for the month of **August 2023**.
- 1.4** Accept the **Treasurer's Reports** for the month of **August 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 **August 2023** 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).

- 1.6** 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 **August 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 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.
- 1.7** Accept *Revenue Account Status Report for **August 2023**.

MOTION: _____ **SECOND:** _____ **to approve Board Secretary Report (items # 1.1– 1.7 as listed) ROLL CALL VOTE**

J. Hicks, Vice President
K. Applegate
S. Cassel

K. Topf
M. Walker
J. McMichael

I. Bodine III
R. Hann
B. Wright, President

REPORT OF THE SUPERINTENDENT:

INFORMATION ITEMS

ACTION ITEMS:

- 1.*Special Services Report**
- 2.*Curriculum Director's Report**
- 3.*Nurse's Report**
- 4.*Fire & Security Drill Reports**
- 5. *HIB/Suspension Reports**
- 6.*Principals' Report**
- 7.*Enrollment –**

Total school enrollment (PS-8 Including Out of District Students) = 687

- Special Education = 172
- Resident students in-district = 143
- Resident students sent out of district = 8
- Speech and Language only = 25

8.*Class Trips

- Indian Acres Tree Farm (Pumpkin Picking), 10/19/2023 (Rain date 10/25/2023) Kindergarten & LD K-1st Classroom, \$1,088.00 for trip and \$975.00 for transportation.
- Vincentown Fire Company, 10/14/2022, Kindergarten & LD K- 1st Classroom, PM Preschool, no charge and no transportation.

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9. Donation of Ping-Pong Table from Mr. Howard Steckler



MOTION: _____ SECOND: _____ to accept and approve (item #s 1-9)
VOICE VOTE

10.* Renewal of service agreement with Care Solace for the 2023-2024 School Year

MOTION: _____ SECOND: _____ to approve the renewal of the
service agreement with Care Solace for the 2023-2024 School Year (item #10)

ROLL CALL VOTE

J. Hicks, Vice President	K. Topf	I. Bodine III
K. Applegate	M. Walker	R. Hann
S. Cassel	J. McMichael	B. Wright, President

11.*Approval of 2023-2024 District Goals & Action Plans

MOTION: _____ SECOND: _____ to approve the 2023-2024
District Goals & Action Plans (item #11) ROLL CALL VOTE

J. Hicks, Vice President	K. Topf	I. Bodine III
K. Applegate	M. Walker	R. Hann
S. Cassel	J. McMichael	B. Wright, President

COMMITTEE REPORTS

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

Administrative Facilitator: Superintendent, A. Michael

* Personnel/Student Services Committee Meeting – 09-19-2023

1.1 Mentoring/Field Experience

- **Sara Steckler** to be mentored in accordance with state regulations under the provisional license program for 30 weeks by Brittney Kenney.

1.2 *Accept Resignation with Regret

- **Charles Knoppel**, effective 11-03-2023

1.3 Schedule B

- **Arianna Matorano** to fill the Schedule B Appointment for the 2023-2024 School Year for Girls on the Run (Subject to the activity not being terminated due to any reason i.e. the Covid-19 pandemic).

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1.4 Leave of Absence

- Employee #1233, FMLA from 09-19-2023 to TBD.

1.5 Wilson Instruction and Stipend Approval

- **Barbara Fletcher** to serve as Paraprofessional coordinator for the 2023-2024 School Year. Yearly Stipend is \$4,750.00. (grant funded)
- **Jaime Seidel** to provide Wilson Reading Instruction to Student #161894 in accordance with the student's IEP. Services will be for 180 minutes each week and salary will be at the 2023-2024 home instruction rate of \$41.00 per hour. (grant funded)

1.6 *Workshops

- **Christine Palmer and Jennifer Mikulski** to attend *BLS/CPR Provider Training* at Virtua EMS Education Center on 10/12/2023. Cost is \$75.00 per person.
- **Kristine Bertulis and Casey Noble** to attend *Restorative Practices presented by Bobbi Downs-BCPDI Consortium Workshop* on 10/17/2023. No cost.
- **Christine Palmer** to attend the *32nd Annual School Health Conference* on 10/18/2023. Cost is \$235.00.
- **Laurie Ann Hayes** to attend *Teaching Readers Who Struggle Using LLI Lessons in the Primary Grades* by Fountas & Pinnell on 11/07/2023, 11/08/2023 and 12/12/2023.

MOTION: _____ **SECOND:** _____ **to accept and approve (items**

#1.1-1.6) ROLL CALL VOTE

J. Hicks, Vice President

K. Applegate

S. Cassel

K. Topf

M. Walker

J. McMichael

I. Bodine III

R. Hann

B. Wright, President

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

Administrative Facilitator: Superintendent, A. Michael

Curriculum/Policy Committee Meeting – 09-14-2023

INFORMATION ITEMS:

Committee Updates

ACTION ITEMS:

2.1 *Approval of 2023-2024 School Level Objectives

MOTION: _____ **SECOND:** _____ **to approve the 2023-2024**

School Level Objectives (items #2.1) ROLL CALL VOTE

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**J. Hicks, Vice President
K. Applegate
S. Cassel**

**K. Topf
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**I. Bodine III
R. Hann
B. Wright, President**



2.2 Adoption and/or Re-Adoption of curricula aligned with the New Jersey Student Learning Standards;

2.2.1 Pathways to Success Grades 6th-8th: Adoption

2.2.2 Civics - 7th & 8th Grades: Re-Adoption

2.2.3 ESL-K-8th: Adoption

MOTION: _____ SECOND: _____ to approve adoption and/or re-adoption of curricula aligned with the New Jersey Student Learning Standards (items #2.2.1-2.2.3)

ROLL CALL VOTE

**J. Hicks, Vice President
K. Applegate
S. Cassel**

**K. Topf
M. Walker
J. McMichael**

**I. Bodine III
R. Hann
B. Wright, President**

2.3 *First reading and acknowledgement of revised policies and new regulation:

2.3.1 P 0164 Conduct of Board Meeting (Revised)

2.3.2 P 0168 Recording Board Meetings (Revised)

2.3.3 P 2419 School Threat Assessment Teams (Revised)

2.3.4 R 2419 School Threat Assessment Teams (New)

MOTION: _____ SECOND: _____ to acknowledge first reading and acknowledgement of revised policies and new regulation (items #2.3.1-2.3.4) ROLL CALL VOTE

**J. Hicks, Vice President
K. Applegate
S. Cassel**

**K. Topf
M. Walker
J. McMichael**

**I. Bodine III
R. Hann
B. Wright, President**

3. BUDGET/FINANCE/FACILITIES COMMITTEE (Chairperson: J. McMichael, M. Walker & I. Bodine) Administrative Facilitator – Business Administrator, C. DeJoseph *Budget/Finance/Facilities Meeting – 09-19-2023

INFORMATIONAL ITEMS:

ACTION ITEMS:

3.1*Adopt 2024-2025 Budget Calendar/Budget Planning Timeline

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**MOTION: _____ SECOND: _____ to approve the 2024-2025
Budget Calendar/Budget Planning Timeline (item #3.1) ROLL CALL VOTE**

J. Hicks, Vice President

K. Topf

I. Bodine III

K. Applegate

M. Walker

R. Hann

S. Cassel

J. McMichael

B. Wright, President

4. PRESIDENT'S COUNCIL

4.1 2023-2024 Board of Education Goal (TBD)

4.2 Public Relations Committee Report

UNFINISHED BUSINESS:

- **NJSBA Workshop (October 23-26th) BOE needs to confirm attendance ASAP**
- **BCSBA Meeting (hybrid) October 5th: Topic – Team Building & Trust @ Medford Village Country Club. Dinner at 6:30 p.m., Meeting at 7:00 p.m.**
- **Ad Hoc Committee to discuss participation in sports for children who do not attend Southampton Township schools.**

NEW BUSINESS:

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

September 23	Arts in the Village of Vincentown
September 25	Yom Kippur (School Closed)
September 29	School #2/#3 Picture Day and School #1 Picture Day
October 9	Columbus Day/Indigenous Peoples' Day-Teacher In-Service
October 13	Star Foundation Golf Outing @ 1:00 PM- Golden Pheasant
October 16	Board of Education Meeting
October 31	Halloween Parade