

Meetings:**7:00 p.m. - Personnel / Student Services Committee, School #1 Faculty Room****7:00 p.m. - Budget / Facilities, School #1, Office Conference Room****7:30 p.m. - Executive Session, School #1, Faculty Room****8:00 p.m. - Public Meeting, School #1, All Purpose Room**

Southampton Township Board of Education
 "Building a Tradition of Excellence"
 Southampton, New Jersey 08088

"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:

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 18, 2019, and *The Central Record* on January 24, 2019.

ROLL CALL: BOARD OF EDUCATION MEMBERS:

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

MOTION FOR EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS:

(Superintendent's Recommendation to approve School Treasurer retirement, employ a School Treasurer, Payroll / Benefits Coordinator retirement, approval to advertise for a Payroll / Benefits Coordinator, FMLA, and workshops)

Time: _____ p.m. Motion _____ Second _____ Roll Call/Vote _____

MOTION TO CLOSE EXECUTIVE SESSION AND RETURN TO PUBLIC SESSION: THE BOARD OF EDUCATION DISCUSSED THE FOLLOWING ITEMS DURING EXECUTIVE SESSION: (Superintendent's Recommendation to approve retirement of School Treasurer, employ a School Treasurer, Payroll / Benefits Coordinator retirement, approval to advertise for a Payroll / Benefits Coordinator, FMLA, and workshops)

Time: _____ p.m. Motion _____ Second _____ Roll Call/Vote _____

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

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 18, 2019 and *The Central Record* on January 24, 2019.

SALUTE TO THE FLAG**COMMUNITY TOPIC:**

- 2018-2019 Teachers of the Year
 - School #1 – Mrs. Mary Ann Bill, Kindergarten
 - School #2 – Ms. Stefani Hannah, Grade 3
 - School #3 – Ms. Lauren Karpovich, Physical Education

STUDENT RECOGNITION:

Kindergarten	Sawyer Worrell
Grade 1	Grace White
Grade 2	Quinn Murphy
Grade 3	Jeffrey Lewis
Grade 4	Hannah Duke
Grade 5	Maryn King
Grade 6	Terrell Bauldock
Grade 7	Grace Melillo
Grade 8	Emily Horner

EMPLOYEE OF THE MONTH RECOGNITION:

Julia England – School #3 - Special Education Teacher
 Deborah Heller – School #1- Paraprofessional

OTHER RECOGNITION:**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 (WHITE)**LETTERS:**

*From: None

*To:

- Eighth Grade Parents, S. Kilpatrick, Counselor, Re: Eighth Grade Transition
- K-8 Parents, Counselors, Re: U.S. Secret Service Safety Program

THANK YOU NOTES:

- Southampton PTA Community Outreach Committee

***APPROVAL OF MINUTES: December 17, 2018 Regular (PINK)**

Motion by_____, Second by_____, Roll Call/Vote_____

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: Jeffrey Hicks _____ Vice-President: Jennifer Potter_____
 Donald Bozarth_____ Russell Hann_____ Marie Phillips _____ Suzanne Phillips_____
 Louise Rickborn _____ Amy Ushkowitz _____ Betty Wright_____

***APPROVAL OF MINUTES: January 7, 2019 Reorganization (PINK)**

Motion by_____, Second by_____, Roll Call/Vote_____

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: Jeffrey Hicks _____ Vice-President: Jennifer Potter_____
 Donald Bozarth_____ Russell Hann_____ Marie Phillips _____ Suzanne Phillips_____
 Louise Rickborn _____ Amy Ushkowitz _____ Betty Wright_____

REPORT OF THE BOARD SECRETARY: (PINK)**1. Information Items:**

- 1.1 Waiting for audit documents from Holman, Frenia & Allison
- 1.2 BCSBA Dinner Meeting, Hartford School, Mt. Laurel, Thursday, 01/31/19, 6:00 PM. Topic: School Budgets RSVP required.

2. Action Items:

- 2.1 It is recommended that the Board:
 Approve transfers
 *Line items for the month of January 2019 as approved by Superintendent
 *Line items between December 2018 and January 2019 meetings as approved by Superintendent
- 2.2 Authorize the following payments:
 *Authorize the payment of the January 2019 bill list in the amount of \$580,684.01
- 2.3 *Authorize payment of Interim Check Register and Electronic Fund Transfers for the period of December 15, 2018 and January 28, 2019 in the amount of \$734,336.16
- 2.4 Accept the **Board Secretary's Report** for the month of December which is in agreement with the Treasurer's report
- 2.5 Accept the Treasurer's Report for the month of December which is in agreement with the Board Secretary's report
- 2.6 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 December 2018 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)**.
- 2.7 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 **None** 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.

2.8 Accept Revenue Account Status Report for December 2018.

2.9 *Accept December 2018 NutriServe Cafeteria Report and authorize Check Register in the amount of \$27,902.00

Motion by _____, Second by _____ to approve Board Secretary items (items #2.1-2.9) Roll Call/Vote _____

REPORT OF THE SUPERINTENDENT: (BUFF)

1. *Special Services Department

1.1 Information Items: None

1.2 Action Items:

- Approval for Gary Winkleman to provide a total of 7.5 hours of additional/Home Instruction for student # 160807 beginning on January 14, 2019.

Motion by _____, Second by _____ to approve (item #1.2) Roll Call/Vote _____

2. Harassment, Intimidation and Bullying Report – No Incidents

3. *Curriculum Director's Report

4. *Nurses' Reports

5. *Fire and Security Drill Reports

6. *Suspension Reports

7. Bus Evacuation Drill - None

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

8. *2018-2019 School District Goals

8.1 Differentiated Instruction

8.2 Enhancing School Culture

8.3 K-8 I-STEAM Program Enhancements

Motion by _____, Second by _____, to accept the 2018-2019 District Goals Status Reports (items #8.1- 8.3) Roll Call/Vote _____

9. Class Trips (not including transportation)

- 8th Grade, New Lisbon Developmental Center, 02/13/19, NC
- 5th Grade, Mt. Holly Soup Kitchen, Mt. Holly, NJ 02/22/19, NC

Motion by _____, Second by _____, to approve class trips (item #9) Roll Call/Vote _____

10. Student Safety Data System (SSDS) – Period 1 Report

Motion by_____, Second by_____, to accept the Student Safety Data System Period 1 Report (item #10) _____ Second_____ Roll Call/Vote_____

11. *2019-2020 School Calendar Adoption

Motion by_____, Second by_____, to adopt the 2019-2020 School Calendar (item #11) _____ Second_____ Roll Call/Vote_____

12. *Enrollment – January 15, 2019

12.1 Total school enrollment = 709 (PSD-Grade 8, including in-district special education)

12.2 Special Education = 160

- Resident students in-district = 116
- Resident students sent out of district = 15
- Speech and Language only = 29

COMMITTEE REPORTS: (GREEN)

1. Personnel / Student Services (Chairperson: J. Potter, M. Phillips, & L. Rickborn)

*(Personnel / Student Services Committee Meeting Agenda – 01/28/2019)

1.1 Retirement

- Shevawn Eaton - Payroll and Benefits Coordinator, effective 07/01/19 (with regret)
- Dawn Emmons – School Treasurer, effective 03/01/19 (with regret)

1.2 Approval to advertise for the Payroll and Benefits Coordinator position

1.3 Superintendent's Recommendation for Employment

- School Treasurer
 - Amy Lerner, salary of \$4,800 annually, prorated for the balance of the 2018-2019 school year, effective 03/01/19

1.4 FMLA – Leaves of Absence

- Employee # 15028, Effective 01/29/19 – 06/12/19

1.5 Workshops

- M. Irion, AAP Book Buzz, Parkway Central Library, Philadelphia, PA, 12/14/18, NC
- B. Chapin, M. Harris, A. Michael, R. Nober, D. Sunbury, G. Winkleman, TECHSPO '19, Atlantic City, NJ, 01/31/19, \$2,700.00
- B. Chapin, M. Harris, J. Horner, A. Michael, Franklin Institute Professional Development, 01/29/19, \$135.00
- D. Sunbury, ECT2Tabs, Tabernacle Township School District, 03/08/19, NC

1.6 Approval to advertise and issue an RFP pertaining to before and after-school program services.

Motion by_____, Second by_____, to approve (items # 1.1 -1.6)

2. Curriculum / Policy (Chairperson: S.Phillips, A.Ushkowitz, and B. Wright)

(Curriculum / Policy Committee Meeting Agenda – No Meeting)

2.1 Information Item:

- Strauss Esmay Policy Alert #217 recently released and will be reviewed by committee in February

2.2 2018-2019 School Level Objectives

- School #1: During the 2018-2019 school year, at least 90% of 2nd grade students will improve at least two independent reading levels on the Fountas and Pinnell benchmark assessment, which addresses both reading fluency and comprehension.
- School #1: During the 2018-2019 school year, at least 90% of 1st grade students will achieve a 50% increase on the Narrative Writer's Workshop rubric, which addresses writing structure, development, and language conventions (equivalent to a 6 point or more increase on the rubric).
- School #1: During the 2018-2019 school year, at least 80% of Kindergarten representatives (students, staff, and parents) surveyed will indicate a positive perception of school culture through an evaluation of the school's physical environment, school-home communication, and a sense of school community and opportunities for involvement.
- School #2: During the 2018-2019 school year at least 80% of fourth grade students will increase their independent reading performance by two reading levels on the Fountas and Pinnell benchmarking assessment.
- School #3: During the 2018-2019 school year at least 80% of the students in eighth grade will attain a 75% or better on the math assessment identified strand.
- School #2/#3: During the 2018-2019 school year, School #2/#3 will create a school level committee comprised of administration, staff, parents, and students to create and implement a school level action plan based on a needs assessment to address the District Goal pertaining to enhancing school climate / culture. Implemented activities will be documented and reported to the Board of Education via monthly School Level Objective Progress Report.

Motion by_____, Second by_____, to accept the 2018-2019 School Level Objectives status reports (item # 2.2) Roll Call/Vote_____

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

*(Budget / Finance / Facilities Committee Meeting Agenda – 01/28/2019)

3.1 Storage Facility – Update

3.2 FY20 Budget Development – Update

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

4.1 2018-2019 Board of Education Goals

- **Goal #1:** The Board of Education will use effective fiscal planning, including reserving funds in capital reserve and the regular budgetary process, to address long-range facility needs pertaining to the demolition of existing storage facilities and the construction of a new storage facility during the summer of 2019.
- **Goal #2** 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 adjustment aid. This action plan will include educating the school community as to the impact on district programming and operations and developing a framework to address budgetary savings and cuts.
- **Goal #3** The Board of Education, in collaboration with the Superintendent, will develop a comprehensive action plan to further enhance school security and safety. This plan will include increasing counseling services for students, enhancing facilities security, and exploring the feasibility of adding an armed security officer.

Motion by_____, Second by_____, to accept the 2018-2019 Board of Education Goals Status Reports (Item #4.1)

Roll Call/Vote_____

4.2 2018-2019 Board of Education Meeting Schedule Revision

Motion by_____, Second by_____, to change the Board of Education meeting scheduled for Monday, October 14, 2018 to Tuesday, October 15, 2019 due to Columbus Day. (Item #4.2) Roll Call/Vote_____

4.3 2019 BOE Standing Committee Assignments

- Budget / Finance / Facilities
 - Donald Bozarth – Chairperson
 - Russell Hann
 - Jeffery Hicks
- Curriculum / Policy
 - Suzanne Phillips- Chairperson
 - Amy Ushkowitz
 - Betty Wright
- Personnel / Student Services
 - Jennifer Potter – Chairperson
 - Marie Phillips
 - Louise Rickborn

4.4 New Jersey School Boards Association:

- Delegate: Louise Rickborn
- Alternate Delegate: Russell Hann
- Legislative Chairperson: Suzanne Phillips
- Alternate Legislative Chairperson: Jeffrey Hicks

4.5 Employee of the Month Committee

- Suzanne Phillips - Chairwoman
- Marie Phillips

- Amy Ushkowitz

4.6 Burlington County School Boards Association:
Representative to Executive Committee – Jennifer Potter

4.7 Reaffirm Board of Education Charter of Acceptable Norms

4.8 Reaffirm Board ~ Superintendent Communications

MOTION by _____ second by _____ to reaffirm the Board of Education Charter of Acceptable Norms and Board ~ Superintendent Communications (items #4.7 and 4.8)

OLD BUSINESS:

- “Support Our Students” (SOS) State Aid Reduction Advocacy Group
- Armed Security Officer RFP Status Report

NEW BUSINESS:

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:

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 / Students Services	TBD	TBD	TBD

Next Board of Education Meeting – February 25, 2019, School #1 All-Purpose Room

Miscellaneous inserts (GOLDENROD)

The Central Record – School Districts enhance banking capabilities through competitive proposal process.

*Documents attached

Upcoming School Events – Dates to Remember

January	29	Sports Awards @ 2:30 School #2 APR
	31	Winter Concert School #2 @ 7:00 PM Warrior Dome
February	1	Special Event Fridays – School Spirit
	4	PTA Executive Board Meeting – 6:30 – 8:30 – Media Center
	4	Family Science – 7:00-8:30 PM – APR #2
	7	Family Math – 7:00-8:30 – APR #2
	8	PTA Dance 7:00-9:00 – APR #2 – 6 th – 8 th
	8	Special Event Fridays – American Spirit
	9-15	Kindness Week
	11	Family Science – 7:00-8:30 PM – APR #2
	12	Family Science – 7:00-8:30 PM – APR #2 – Makeup
	12	Lincoln's Birthday
	14	Family Math – 7:00-8:30 – APR #2 - Makeup
	14	PTA Valentine's Day Parties – 2:15 – 3:00 pm
	15	Teacher In Service – School Closed
	18	President's Day – School Closed
	19	No AM Preschool – District 2 hour delay
	19	Two Hour Delay - Staff Development
	21	Family Math – 7:00-8:30 – APR #2
	22	Author Day – 9:00 am School #3 Warrior Dome
	22	Special Event Fridays – Choose Kind
	25	BOE Meeting – School #1 APR 8:00 PM
	25-1	Read Across America Week
	26	Character Parade
	28	Prismatic Magic Laser Light Show