

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

August 23, 2021



MEETINGS:

6:30 p.m. – Personnel & Student Services, School #2 Room #52

7:00 p.m. – Budget, Finance, & Facilities, School #2 Room #52

7:30 p.m. – Executive Session, School #2 Room #52

8:00 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.

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.

MOTION BY THE BOARD OF EDUCATION TO ACCEPT THE AGENDA AS PUBLISHED

MOTION: _____ SECOND: _____ ROLL CALL/VOTE

MOTION BY THE BOARD OF EDUCATION TO ENTER EXECUTIVE SESSION TO DISCUSS THE

FOLLOWING ITEMS: (Legal Matter Updates, Superintendent’s Recommendation for Employment, FMLA, Fall Schedule B Assignments, Extended Leave of Absence, Termination of Employment, Staff Lunch Duty)

TIME: _____ MOTION: _____ SECOND: _____ ROLL CALL/VOTE

MOTION BY THE BOARD OF EDUCATION TO CLOSE EXECUTIVE SESSION. THE BOARD

DISCUSSED THE FOLLOWING ITEMS: (Legal Matter Updates, Superintendent’s Recommendation for Employment, FMLA, Fall Schedule B Assignments, Extended Leave of Absence, Termination of Employment, Staff Lunch Duty)

TIME: _____ MOTION: _____ SECOND: _____ ROLL CALL/VOTE

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

August 23, 2021



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 10, 2021, posted on the district website and the Southamptown Township School District Facebook page. Notification of public access to the Virtual meeting is posted on the district website, and posted on the Southamptown Township School District Facebook page.

ROLL CALL BOARD OF EDUCATION MEMBERS:

Board of Education Member	Present	Absent
Donald Bozarth		
Sean Cassel		
Russel Hann		
John McMichael		
Suzanne Phillips		
Jennifer Potter		
Betty Wright		
Amy Ushkowitz, <i>Vice President</i>		
Jeffrey Hicks, <i>President</i>		

SALUTE TO THE FLAG

COMMUNITY TOPIC: Updates to District Re-Opening Plan

STUDENT RECOGNITION: None

EMPLOYEE RECOGNITION: None

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

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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:

- Letter to Superintendent, Ms. Bodine
- Zoom Meeting Invite, Ms. Bodine
- Letter regarding masking children, Mr. & Dr. Hahn
- Thank You Notes, STEA, Ms. Brockson, Ms. L. Smith

APPROVAL OF MINUTES:

REGULAR & EXECUTIVE MEETINGS: June 28, 2021

MOTION: _____ **SECOND:** _____ **ROLL CALL/VOTE**

Board of Education Member	YAY	NAY	ABSTAIN
Donald Bozarth			
Sean Cassel			
Russel Hann			
John McMichael			
Suzanne Phillips			
Jennifer Potter			
Betty Wright			
Amy Ushkowitz, <i>Vice President</i>			
Jeffrey Hicks, <i>President</i>			

REPORT OF THE BOARD SECRETARY:

INFORMATION ITEMS:

- **Board of Education Election – November 2, 2021 Candidates:**
Betty Wright
Louise Rickborn
Katie Topf
Melissa Walker
Irving Bodine III

ACTION ITEMS:

- 1.1** It is recommended that the Board Approve transfers *Line items for the months of **June 2021 – August 2021**, as approved by the Superintendent.
- 1.2** Authorize the following payments *Payment of the **July & August 2021** bill list in the amount of \$339,612.87

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- 1.3** Accept the ***Board Secretary's Report** for the month of **June & July 2021**.
- 1.4** Accept the ***Treasurer's Report** for the month of **June 2021**.
- 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 2021**, 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 2021** 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: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 2021**.
- 1.8** Accept **June & July 2021** ***Nutri-Serve Cafeteria Report**

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

REPORT OF THE SUPERINTENDENT:

1. ***Special Services Department**

1.1 INFORMATION ITEMS: None

1.2 ACTION ITEMS:

- 1.2.1** Approval for employee #1119 to provide Wilson Instruction to student #161894 four hours per week from September 13, 2021 to June 30, 2022, as per the student's IEP
- 1.2.2** ***Approval to change Special Ed Program classification (MD – LLD) and submit to County Office**

MOTION: _____ **SECOND:** _____ **to approve (item #1.2.1-1.2.2) ROLL CALL/VOTE**

Board of Education Member	YAY	NAY	ABSTAIN
Donald Bozarth			
Sean Cassel			
Russel Hann			

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John McMichael			
Suzanne Phillips			
Jennifer Potter			
Betty Wright			
Amy Ushkowitz, <i>Vice President</i>			
Jeffrey Hicks, <i>President</i>			

2. Harassment, Intimidation and Bullying (HIB) Report - None

Incident Number	School	Founded/Unfounded
Motion to affirm HIB incidents (item #2) _____ Second _____ Roll Call/Vote _____		

3. *Curriculum Director's Report

4. Nurse's Report - None

5. Fire & Security Drill Reports - None

6. Suspension Reports – None

7. *2021-2022 Calendar Revision (Addition of Juneteenth Holiday)

MOTION: _____ **SECOND:** _____ **to approve (item #7)**

ROLL CALL/VOTE

8. *2021-2022 District Goals and Action Plans

8.1 Goal # 1 – Social and Emotional Health

The superintendent will lead the administrative team in developing an action plan to provide a school culture that develops socially and emotionally intelligent students who are self-aware and confident. During the 2021-2022 school year, a school-wide social and emotional health initiative will support an equitable environment that empowers all students to achieve their potential. By the end of the year, all staff will be trained in research-based and tested social and emotional health practices, and instructional activities will be reflected in monthly lesson plans. Teacher observations by the administrative team will cite their effective use, and survey results will illustrate implementation. Additionally, building activities will support the social and emotional health initiative and goals.

8.2 Goal # 2 - Differentiated Instruction

The superintendent will lead the administrative team in developing an action plan to guide the on-going, district-wide Differentiated Instruction initiative in grades K-8.

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During the 2021-2022 school year, through training and observation feedback, teachers will be provided with support in order to modify the content, process, and product within their instructional plans.

By the end of the 2021-2022 school year, student data, across all grade levels and subgroups, will illustrate a 20% increase in the number of students scoring at or above proficiency on the spring 2022 state assessments compared to the fall 2021 state assessments and/or the spring 2022 STAR 360 assessments compared to the fall 2021 STAR 360 assessments. Additionally, all teacher summative evaluations will illustrate the effective use of differentiated strategies to increase student academic achievement and engagement.

8.3 Goal # 3 - School Climate & Culture

The superintendent will lead the administrative team in developing an action plan that will help all students successfully transition back to the previously established academic school schedule and additional approved activities. As evidenced by pre- and post-surveys, students will report positive attitudes about their attendance in school.

Additionally, the average yearly attendance of 95% (FY 2020 & 2021) will increase to at least 97% by the end of the year, which is the average yearly attendance pre-COVID-19.

MOTION: _____ SECOND: _____ to approve the 2021-2022 District Goals and Action Plans (item #8)

9. *Enrollment – August 15, 2021

9.1 Total school enrollment = 693 (PSD – Grade 8, including in-district special education)

Special Education = 182

- Resident students in-district = 144
- Resident students sent out of district = 9
- Speech and Language only = 29

Kindergarten enrollment = 72

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

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;

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

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WHEREAS, the Board of Education wishes 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.

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 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; in compliance with N.J.A.C. 6A:26-6.3(h)4ii (item # 10) ROLL CALL/VOTE

Board of Education Member	YAY	NAY	ABSTAIN
Donald Bozarth			
Sean Cassel			
Russel Hann			
John McMichael			
Suzanne Phillips			
Jennifer Potter			
Betty Wright			
Amy Ushkowitz, <i>Vice President</i>			
Jeffrey Hicks, <i>President</i>			

COMMITTEE REPORTS

- 1. PERSONNEL/STUDENT SERVICES** (Chairperson: A. Ushkowitz, J. McMichael, & B. Wright) Administrative Facilitator: Superintendent, A. Michael
*Personnel/Student Services Committee Meeting – Monday, August 23, 2021

1.1 ACTION ITEMS:

1.1.1 Superintendent's Recommendation for Employment:

Part Time Teacher Evaluator

Mary Steinecker, \$300.00 per evaluation @ 50 evaluations total = \$15,000, effective 09/08/2021

1.1.2 FMLA – Leave of Absence

Employee #15025, FMLA effective 09/01/21 – 12/23/21

1.1.3 2021-2022 Fall Schedule B Appointments

*Approval for the attached staff members to fill Schedule B positions for the 2021 - 2022 school year.

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1.1.4 Extended Leave of Absence

Permission to grant 12 days extended sick leave to employee #15288 in accordance with Title 18A:30-6 for potential use during medical leave of absence

1.1.5 Termination of Employment

Employee #15333

1.1.6 Lunch Duty

*Approval for the attached staff members to be compensated at the non-instructional rate for lunch duty.

MOTION: _____ **SECOND:** _____ **to approve (item #s 1.1.1 – 1.1.6)**

ROLL CALL/VOTE

Board of Education Member	YAY	NAY	ABSTAIN
Donald Bozarth			
Sean Cassel			
Russel Hann			
John McMichael			
Suzanne Phillips			
Jennifer Potter			
Betty Wright			
Amy Ushkowitz, <i>Vice President</i>			
Jeffrey Hicks, <i>President</i>			

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

Administrative Facilitator: Superintendent, A. Michael

*Curriculum/Policy Committee Meeting – August 3, 2021

2.1 Atlas curriculum platform, public access availability

2.2 2021 – 2022 School Level Objectives

School #1 - Objective #1: Social Emotional Development

By the end of the 2021-2022 school year, 100% of students returning from remote to in-person learning will exhibit a positive outlook towards in-person learning and the school environment as evidenced by student feedback and attendance.

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School #1 - Objective #2: Academics

By the end of the 2021-2022 school year, at least 80% of K-2 students will perform in reading within or above the F&P grade-level band for their current grade-level, supported through continued differentiated instruction and structured RtI services.

School #1 - Objective #3: School Culture

During the 2021-2022 school year, 100% of students and staff members will participate in cross-curricular, cross-grade and community outreach activities to celebrate the centennial anniversary of the opening of School #1.

School #2/#3 - Objective #1: Response to Intervention

During the 2021-2022 school year our Response to Intervention program/services will be increased to meet the needs of all students returning to 100% in-person learning. Resources will be reallocated to meet as many student needs as possible. At the end of the 2021-2022 school year at least 80% of tier two students (grades 3-5) and (grades 6-8) will show improved growth (minimum of one reading level) evidenced by the F & P benchmark assessment and Star 360 data.

School #2/#3 - Objective #2: Social Emotional Health

During the 2021-2022 school year we will successfully integrate students returning from remote to in-person learning. 100% of students returning from remote to in-person learning will exhibit a positive outlook about school and adjust well to a standard academic schedule. This will be evidenced by individual student surveys.

School #2/#3 - Objective #3: Restorative Practices

During the 2021-2022 school year we will implement a restorative approach when handling discipline situations and behavioral interventions. At the end of the 2021-2022 school year we will see suspensions decreased by 10% in both School #2 and School #3 evidenced by our school suspension reports.

MOTION: _____ **SECOND:** _____ **to accept the 2021 – 2022 School Level Objectives (item# 2.1)**

2.3 First Reading Policies & Regulations – Policy Alert # 223

- **P0131** Bylaws, Policies and Regulations
- **P1521** Education Improvement Plans (A)
- **P1649** Federal Families First Coronavirus (COVID-19) Response Act (A)
- **P2421** Career and Technical Education – N/A
- **R2421** Vocational – Technical Education (A) – N/A
- **P3134** Assignment of Extra Duties
- **P&R 3142** Nonrenewal of non-tenured Teaching Staff Member
- **P&R 3221** Evaluation of Teachers
- **P&R 3222** Evaluation of Teaching Staff Members, Excluding Teachers And Administrators

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- **P&R 3223** Evaluation of Administrators, Excluding Principals, Vice Principals, Assistant Principals
- **P&R 3224** Evaluation of Principals, Vice Principals, and Assistant Principals
- **P&R 4146** Non-renewal of non-tenured Support Staff member
- **P&R 5460.02** Bridge Year Pilot Program (New)
- **P&R 6471** School District Travel
- **P 8561** Procurement Procedures for School Nutrition Programs (M) (Revised)
(A) = Abolished

MOTION: _____ **SECOND:** _____ **to acknowledge first reading of Policy Alert #223 (item # 2.3) ROLL CALL/VOTE**

Board of Education Member	YAY	NAY	ABSTAIN
Donald Bozarth			
Sean Cassel			
Russel Hann			
John McMichael			
Suzanne Phillips			
Jennifer Potter			
Betty Wright			
Amy Ushkowitz, <i>Vice President</i>			
Jeffrey Hicks, <i>President</i>			

3. BUDGET/FINANCE/FACILITIES COMMITTEE (Chairperson: D. Bozarth, S. Cassel, J. Potter, & J. Hicks) Administrative Facilitator – Business Administrator, C. DeJoseph

*Budget/Finance/Facilities Meeting - Monday, August 23, 2021

3.1 Information Items:

- NJ American Water Well/Irrigation System Update
- School #1 Blacktop Paving Project Update
- School #3 Media Center HVAC repair
- Banking Consortium RFP (Lenape Regional)
- Landmark Dividend (cellular lease discussion)
- Long Range Facility Plan Updates
- COVID Costs Update

3.2 Action Items:

- 3.2.1** Resolution to approve withdrawal from the Maintenance Reserve account in the amount of \$11,317 to fund the repair of the School #3 Media Center HVAC (VRF split system) unit.

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August 23, 2021



RESOLUTION AUTHORIZING THE WITHDRAWAL OF FUNDS FROM THE MAINTENANCE RESERVE ACCOUNT PURSUANT TO N.J.A.C. 6A:23A

WHEREAS, N.J.A.C. 6A:23A-14.2 subsection (d), a district board of education or board of school estimate, as appropriate, may withdraw by resolution funds from the maintenance reserve account and appropriate the funds into the required maintenance account lines at budget time or any time during the year for use on required maintenance activities for a school facility, as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26A-4. And;

WHEREAS, the Board of Education wishes to approve an eleven thousand three hundred and seventeen dollar (\$11,317) withdraw from the Maintenance Reserve account effective August 23, 2021.

THEREFORE, BE IT RESOLVED by the Township of Southamptton Board of Education, County of Burlington, State of New Jersey, that the Business Administrator shall withdraw the eleven thousand three hundred and seventeen dollar (\$11,317) amount from the Maintenance Reserve account.

MOTION: _____ SECOND: _____ to approve withdrawal from Maintenance Reserve (item # 3.2.1) ROLL CALL/VOTE

Board of Education Member	YAY	NAY	ABSTAIN
Donald Bozarth			
Sean Cassel			
Russel Hann			
John McMichael			
Suzanne Phillips			
Jennifer Potter			
Betty Wright			
Amy Ushkowitz, <i>Vice President</i>			
Jeffrey Hicks, <i>President</i>			

4. AD-HOC CENTENNIAL COMMITTEE

4.1 INFORMATION ITEMS:

- 4.1.1 Centennial Meeting Agenda and Minutes, August 5, 2021
- 4.1.2 Centennial Celebration to be held October 30, 2021 from 1 – 3p.m. (rain date October 31, 2021) at Southamptton School #1

4.2 ACTION ITEMS:

- 4.2.1 Approve a transfer of funds, up to \$3,000, to cover expenses related to the community Centennial Celebration.

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

August 23, 2021



MOTION: _____ **SECOND:** _____ **to approve a transfer of funds (item # 4.2.1) ROLL CALL/VOTE**

Board of Education Member	YAY	NAY	ABSTAIN
Donald Bozarth			
Sean Cassel			
Russel Hann			
John McMichael			
Suzanne Phillips			
Jennifer Potter			
Betty Wright			
Amy Ushkowitz, <i>Vice President</i>			
Jeffrey Hicks, <i>President</i>			

5. PRESIDENT'S COUNCIL (J. Hicks, A. Ushkowitz, and A. Michael)

5.1 *2021-2022 Board of Education Goals

GOAL #1: (Curriculum/Policy Committee)

The Board of Education, in consultation with the Superintendent, Business Administrator, and Administration Team will develop a comprehensive action plan to address the social and emotional (SEL) needs of the Southampton Township School Community for the 2021–2022 school year.

GOAL #2: (Personnel/Student Services Committee)

The Board of Education, is excited to help transition the 2021–2022 administrative team comprised of familiar faces, but the majority in new roles, including the Superintendent. What is unchanged is the unified goal of serving the students and families of Southampton to the best to our collective abilities. The Board will continue to take advantage of opportunities to communicate and work together, while also keeping the community informed about the good work taking place each and every day in our schools.

GOAL #3: (Budget/Finance/Facilities Committee)

The Board of Education in consultation with the Superintendent, and Business Administrator will develop a comprehensive action plan to support the COVID-19 Pandemic School Reopening Plan. This action plan will include educating the school community on the COVID-19 Pandemic School Reopening Plan and ensuring compliance with all necessary local, state and federal health, safety and education guidelines. Detailed action plans will be shared with the public via the Board of Education agenda and community topic presentations at Board of Education meetings.

SOUTHAMPTON TOWNSHIP BOARD OF EDUCATION AGENDA

August 23, 2021



MOTION: _____ SECOND: _____ to accept the 2021-2022 Board of Education Goals (item #4.1) ROLL CALL/VOTE

UNFINISHED BUSINESS:

NEW BUSINESS:

- Entertainment of new start time for Board of Education Meetings
- BCSBA Meeting to be held Thursday, September 23, 2021 A 6:00 p.m.
- NJSBA Virtual Workshop 2021 to be held October 26 – 28, 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: _____ SECOND: _____ FOR EXECUTIVE SESSION
ROLL CALL/VOTE**

**MOTION: _____ SECOND: _____ TO CLOSE EXECUTIVE SESSION
ROLL CALL/VOTE**

MOTION: _____ SECOND: _____ TO ADJOURN TIME: _____

DATES TO REMEMBER

September 6	School Closed – Labor Day
September 7	School Closed – Rosh Hashanah
September 8	First Day of School
September 16	School Closed – Yom Kippur
September 28	Back to School Night Schools #1 and #2
September 29	Back to School Night School #1
October 1	Fall Picture Day
October 11	School Closed for Students - Staff Development
October 12	2 Hour Delay – Teacher In-Service