

**Meetings:****6:00 p.m. – N.J.S.B.A. Training, School #1 All-Purpose Room****7:00 p.m. – Budget / Finance / Facilities, School #1 Conference Room****7:00 p.m. – Personnel/Student Services, School #1, Faculty 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 16, 2017, and *The Central Record* on January 19, 2017. And the *Burlington County Times* on October 24, 2017, and *The Central Record* on October 26, 2017.

**ROLL CALL: BOARD OF EDUCATION MEMBERS:**

President: J. Hicks \_\_\_\_\_ Vice-President: J. Potter \_\_\_\_\_  
 D. Bozarth \_\_\_\_\_ J. Caputo \_\_\_\_\_ R. Hann \_\_\_\_\_ A. Harrison \_\_\_\_\_  
 S. Phillips \_\_\_\_\_ T. Walker \_\_\_\_\_ B. Wright \_\_\_\_\_

Mr. Jesse Adams, New Jersey School Boards Association (NJSBA) Field Service Representative will facilitate the following NJSBA Training workshop:

- Superintendent’s Evaluation Process

Training concludes at 7:00 PM, whereby the Board will conduct committee meetings and enter into Executive Session.

**MOTION FOR EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS DURING EXECUTIVE SESSION:** (Superintendent recommendation for employment of Curriculum Director, Creation of ten month custodial position, employment of ten month custodian, a teacher retirement, recommendation for a special education teaching position and personnel attendance at 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 recommendation for employment of Curriculum Director, Creation of ten month custodial position, employment of ten month custodian, a teacher retirement, recommendation for a special education teaching position and personnel attendance at workshops) Time: \_\_\_\_\_ p.m.  
 Motion \_\_\_\_\_ Second \_\_\_\_\_ Roll Call/Vote \_\_\_\_\_

**ROLL CALL: BOARD OF EDUCATION MEMBERS:**

President: J. Hicks \_\_\_\_\_ Vice-President: J. Potter \_\_\_\_\_  
 D. Bozarth \_\_\_\_\_ J. Caputo \_\_\_\_\_ R. Hann \_\_\_\_\_ A. Harrison \_\_\_\_\_  
 S. Phillips \_\_\_\_\_ T. Walker \_\_\_\_\_ B. 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 16, 2017, and *The Central Record* on January 19, 2017. And the *Burlington County Times* on October 24, 2017, and *The Central Record* on October 26, 2017.

**SALUTE TO THE FLAG**

**SUPERINTENDENT'S RECOMMENDATION FOR EMPLOYMENT:**

- Curriculum Director – Asia Michael, Step 3 of the 2017-2018 salary guide, effective January 16, 2018.

Motion to approve employment recommendation for the Curriculum Director

\_\_\_\_\_ Second \_\_\_\_\_

**ROLL CALL: BOARD OF EDUCATION MEMBERS:**

President: J. Hicks \_\_\_\_\_ Vice-President: J. Potter \_\_\_\_\_  
 D. Bozarth \_\_\_\_\_ J. Caputo \_\_\_\_\_ R. Hann \_\_\_\_\_ A. Harrison \_\_\_\_\_  
 S. Phillips \_\_\_\_\_ T. Walker \_\_\_\_\_ B. Wright \_\_\_\_\_

**COMMUNITY TOPICS:**

- Introduction of the Curriculum Director – Mrs. Asia Michael
- Elizabeth Shoemaker, Grade 7 Student and Mr. Gary Winkleman, Grade 7 Science Teacher – “Southampton Spark” Project

**STUDENT RECOGNITION:**

|              |                                      |
|--------------|--------------------------------------|
| Kindergarten | Eliza Compton, Matthew Preciado-Ruiz |
| Grade 1      | Emily Munoz, Anthony Trerotola       |
| Grade 2      | Madison Dempster, Nicholas Orio      |
| Grade 3      | Tyler Cornelius                      |
| Grade 4      | Alexander Kerr                       |
| Grade 5      | Jessica Rogers                       |
| Grade 6      | Sarah Latterie                       |
| Grade 7      | Jake Chaudhary                       |
| Grade 8      | Todd String                          |

**EMPLOYEE OF THE MONTH RECOGNITION:**

- Maile Irion – Media Center Specialist
- Tony Dovall – GST Bus Driver

**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: BCSSSD SUBJECT: BCSCRT Participation of Counselor Danielle Madison

\*To:

- School #1 Parents, From, Brianna Chapin, Re: School #1 Principal introduction
- School #1 Parents, From, Michael L. Harris, Re: School #1 Principal introduction
- Donald Bozarth, BOE Member, From, Michael L. Harris, Re: U.S. Navy Seaperch program thank you

THANK YOU NOTES: None

\*APPROVAL OF MINUTES: November 27, 2017 Regular and Executive (PINK)

**ROLL CALL: BOARD OF EDUCATION MEMBERS:**

President: J. Hicks\_\_\_\_\_ Vice-President: J. Potter\_\_\_\_\_

D. Bozarth\_\_\_\_\_ J. Caputo\_\_\_\_\_ R. Hann\_\_\_\_\_ A. Harrison\_\_\_\_

S. Phillips\_\_\_\_\_ T. Walker\_\_\_\_\_ B. Wright\_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_ Roll Call/Vote \_\_\_\_\_

APPROVAL OF MINUTES: November 28, 2017 Special and Executive (PINK)

ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: J. Hicks\_\_\_\_\_

Vice-President: J. Potter\_\_\_\_\_

D. Bozarth\_\_\_\_\_

J. Caputo\_\_\_\_\_

R. Hann\_\_\_\_\_

A. Harrison\_\_\_\_\_

S. Phillips\_\_\_\_\_

T. Walker\_\_\_\_\_

B. Wright\_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_ Roll Call/Vote \_\_\_\_\_

REPORT OF THE BOARD SECRETARY: (PINK)

1. Information Items:

- 1.1 BCIPJIF Safety and Financial Excellence awards, combined total \$1,500
  - 2016-2017 Safety Award -Basic
  - Financial Performance- 2016-2017 loss ratio 50-90%

2. Action Items:

It is recommended that the Board:

- 2.1 Approve transfers
  - \*Line items for the month of December 2017 as approved by Superintendent
  - \*Line items between November and December 2017 meetings as approved by Superintendent
- 2.2 Authorize the following payments:
  - \*Authorize the payment of the December 2017 bill list in the amount of \$480,858.31
- 2.3 \*Interim Check Register and Electronic Fund Transfers for the period of November 24, 2017 to December 15, 2017 in the amount of \$737,374.49
- 2.4 \*Accept the **Board Secretary's Report** for the month of November 2017, which is in agreement with the Treasurer's report
- 2.5 \*Accept the Treasurer's Report for the month of November 2017, 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 November **2017**, 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 6:A23-2.11(c) 4**, we certify that, as of November **2017**, 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 November 2017
- 2.9 \*Accept November 2017 NutriServe Cafeteria Report and authorize Check Register in the amount of \$19,502.94

Motion to approve (items #2.1-2.9) \_\_\_\_\_ Second \_\_\_\_\_ Roll Call/Vote \_\_\_\_\_

REPORT OF THE SUPERINTENDENT: (BUFF)

1. \*Special Services Department

1.1 Information Items: None

1.2 Action Items:

- Approval to contract with Bonita Blazer, PhD & Associates for the following (Independent) evaluations for student #161304. The fee schedule for the following evaluations will follow the recent Board approved cost for independent evaluations. Parent is aware that they are responsible for additional cost if any when requesting an Independent Evaluation as per the New Jersey Regulations N.J.A.C. 6A:14-3.4 and N.J.A.C. 6A:14-2.5
  - a. Speech and Language Evaluation \$500.00
  - b. Cognitive Evaluation \$500.00
  - c. Learning Evaluation \$500.00
- \*Approval to Host Prevention Plus Program; Strengthening Families, Grades 3<sup>rd</sup> – 8<sup>th</sup>, over a period of 2 months (meeting 7x).

Motion to approve (items #1.2) \_\_\_\_\_ Second \_\_\_\_\_ Roll Call/Vote \_\_\_\_\_

- 2. Harassment, Intimidation and Bullying Report – No Incidents
- 3. Curriculum Director's Report – No Report
- 4. \*Nurses' Reports
- 5. \*Fire and Security Drill Reports
- 6. \*Suspension Reports
- 7. Bus Evacuation Drill – None

Motion to accept reports (items #4-6) \_\_\_\_\_ Second \_\_\_\_\_ Roll Call/Vote \_\_\_\_\_

- 8. \*2017-2018 School District Goals
  - 8.1 K-5 Reader's Workshop Implementation
  - 8.2 K-8 I-STEAM Program Enhancements
  - 8.3 RtI/I&RS Program Revisions & Training

Motion to accept the 2017-2018 District Goals Status Reports (items #8.1-8.3)  
 \_\_\_\_\_ Second \_\_\_\_\_ Roll Call/Vote \_\_\_\_\_

- 9. **Memorandum of Agreement (MOA) between the New Jersey State Police and the Southampton Township School District for the 2017-2018 school year.**

Motion to approve MOA \_\_\_\_\_ Second \_\_\_\_\_ Roll Call/Vote \_\_\_\_\_

- 10. Class Trip (not including transportation)
  - 8<sup>th</sup> Grade, Mykee Fowlin, Speaker at Olsen Middle School, Tabernacle, NJ, 02/12/18, NC

Motion to approve class trips (item #10) \_\_\_\_\_ Second \_\_\_\_\_ Roll Call/Vote \_\_\_\_\_

- 11. \*Enrollment – December 15, 2017

- 11.1 Total school enrollment = 714 (PSD-Grade 8, including in-district special education)
- 11.2 Special Education = 159
  - Resident students in-district = 124
  - Speech & Language only = 19
  - Out of District Placements = 16

#### COMMITTEE REPORTS: (GREEN)

#### 1. Personnel / Student Services (Chairperson: J. Potter, T. Walker, and B. Wright)

\*(Personnel / Student Services Committee Meeting Agenda – 12/18/17)

- 1.1 Create ten month full time custodian position with salary prorated based on twelve month salary guide.

Motion to approve a 10 month custodial position (item #1.1) \_\_\_\_\_ Second \_\_\_\_\_ Roll Call/Vote \_\_\_\_\_

- 1.2 Superintendent's Recommendation for Employment:

- Approval of Employees #15192 & #15024 as the School 1 Kindergarten Action Program co-teachers, paid for up to 45 hours of instruction and planning at the home instruction rate through Title 1 funding.
- Custodian:
  - Lois Disney, Ten Month Custodian, Step 4 prorated for ten months, effective January 2, 2018

- 1.3 Permission to advertise for a special education teacher to address student needs in School #1.

- 1.4 Retirement

- Mrs. Pamela Mickle – Effective 07/01/18 with regrets

- 1.5 Workshops

- Employee #15158, Judy Freeman Workshop Winners!, Mansion at Voorhees, NJ, 05/17/18 \$209.00.
- Employees #1203, #2025, #15064, #15075, & #15186, TECHSPO '18 Atlantic City, NJ 01/25-26/18, \$2,400.00.
- Employee #15075, Springfield Township Elementary School, Maplewood Shop, Jobstown, NJ, 01/12/18, NC.
- Employee #15154 & #1193, A Day with the Experts, Courtyard Marriott, Glassboro, NJ, 03/09/18, \$378.00
- Curriculum Director to attend 2018 Mandatory District Test Coordinator and District Technology Coordinator Training, Monroe, NJ, 03/05/18, NC
- Employee #15112, Pediatric Disaster Response, Freehold, NJ 01/30-31/18, NC

Motion to approve (items # 1.2 -1.5) \_\_\_\_\_ Second \_\_\_\_\_

#### ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: J. Hicks \_\_\_\_\_

Vice-President: J. Potter \_\_\_\_\_

D. Bozarth \_\_\_\_\_

J. Caputo \_\_\_\_\_

R. Hann \_\_\_\_\_

A. Harrison \_\_\_\_\_

S. Phillips\_\_\_\_\_ T. Walker\_\_\_\_\_ B. Wright\_\_\_\_\_

2. Curriculum / Policy (Chairperson: S. Phillips, J. Caputo, and R. Hann)  
(Curriculum / Policy Committee Meeting Agenda – No Meeting)

2.1 \*2017-2018 School Level Objectives

- School #1: During the 2017-2018 school year, 90% of grade one students will achieve a 50% increase in at least three identified areas of need on the Narrative Writer's Workshop rubric. These components consist of Structure, Development, and Language Conventions.
- School #1: During the 2017-2018 school year at least 80% of grade two students will increase their independent reading performance by two reading levels on the Fountas and Pinnell benchmarking assessment.
- School #2: During the 2017-2018 school year at least 80% of grade three students will increase their independent reading performance by two reading levels on the Fountas and Pinnell benchmarking assessment.
- School #3: During the 2017-2018 school year at least 80% of the students in grade seven will attain a 75% or better on the math assessment identified strand.

Motion to accept the 2017-2018 School Level Objectives status reports (item # 2.1)

\_\_\_\_\_ Second\_\_\_\_\_ Roll Call/Vote\_\_\_\_\_

3. Budget / Finance /Facilities (Chairperson: A. Harrison, J. Hicks, and D. Bozarth)  
Administrative Facilitator - B. Godfrey

\*(Budget / Finance / Facilities Committee Meeting Agenda – 12/18/17)

3.1 Information Items:

- Budget development for Fiscal Year 2018-2019 is ongoing.

3.2 Action Items: None

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

4.1 2017-2018 Board of Education Goals

- **Goal #1:** The Board of Education will develop an action plan to enhance its governance and operations through participation in the NJSBA Academy Program to achieve **The Carole E. Larsen Master Board Certification** by June 30, 2018.  
(President Hicks and Vice-President Potter)
- **Goal #2:** 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.  
(Budget / Finance / Facilities Committee)
- **Goal #3:** The Board of Education will develop an action plan to delineate the parameters and timeline for negotiations with the

Southampton Township Education Association, Southampton Administrators / Supervisors Association and the support staff to ensure that successor collective bargaining agreements are reached.

(Personnel / Student Services Committee)

- **Goal #4:** The Board of Education will develop and implement an action plan to update the Long Range Facilities Plan and the Demographic Study by June 2018.  
(Budget / Finance / Facilities Committee)

Motion to accept the 2017-2018 Board of Education Goals Status Reports (Item #4.1), and the action plan for Board Goals.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Roll Call/Vote \_\_\_\_\_

#### ROLL CALL: BOARD OF EDUCATION MEMBERS:

President: J. Hicks \_\_\_\_\_

Vice-President: J. Potter \_\_\_\_\_

D. Bozarth \_\_\_\_\_

J. Caputo \_\_\_\_\_

R. Hann \_\_\_\_\_

A. Harrison \_\_\_\_\_

S. Phillips \_\_\_\_\_

T. Walker \_\_\_\_\_

B. Wright \_\_\_\_\_

#### OLD BUSINESS:

#### 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    | 01-22-2018 | 7:00 | School #1 Office Conference Room |
| Personnel / Students Services | 01-22-2018 | 7:00 | School #1 Faculty Room           |
| Curriculum / Policy           | TBD        | TBD  | TBD                              |

**Next Board of Education Meetings:**

**Organization – January 2, 2018, 7:00 p.m. Betty L. Wright Administration Building**

**Regular Session – January 22, 2018, 7:00 p.m. School #1 All Purpose Room**

**NJSBA Training Session – January 22, 2018, 6:00 p.m. School #1 All Purpose Room**

Miscellaneous inserts (GOLDENROD) –

\*Documents attached – **Central Record**

“Holiday Spirit” Southampton Historical Society’s Bazaar.

“Seneca Athletes Choose Colleges”

“Seasonal Spirit” Southampton Tree Lighting

### **Upcoming Events – Dates to Remember**

#### **December**

22 Early Dismissal 1:02 Holiday parties

25-1 School Closed Winter Recess

#### **January**

1 New Year’s Day

2 School Resumes

2 Board of Education Organization Meeting–7:00 PM Betty L. Wright Administration Building

4 Interim Report Cards Distributed – School #3

8 PTA Executive Board Meeting – 6:30 PM Media Center

9 Family Science School #2 APR 7:00-8:30 PM

10 Family Math School #2 APR 6:30-8:00 PM

15 Martin Luther King, Jr. – Birthday – School Closed

16 Two Hour Delay – Staff Development

16 Family Science School #2 APR 7:00-8:30 PM

17 Family Math School #2 APR 6:30-8:00 PM

18 Parent Advisory Group Meeting – 6:00 PM

19 6<sup>th</sup>-8<sup>th</sup> Grade PTA Dance – 7:00-9:00 PM

22 Board of Education Meeting – School #1 APR 6:00 NJSBA Training & BOE Meeting 8:00 PM

23 Family Science School #2 APR 7:00-8:30 PM

23 Beginning of Submission for Report Cards – School #3

24 Winter Concert – School #2 – 7:00 PM

30 Family Science School #2 APR 7:00-8:30 PM

31 Family Math School #2 APR 6:30-8:00 PM