Meetings:
6:00 PM – N.J.S.B.A. Training, School #1 All-Purpose Room
7:00 PM – Executive Session, School #1, Faculty Room
8:00 PM – 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, 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 Field Service Representative will facilitate the following NJSBA Training workshop:

- Board of Education – Social Media

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

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 FOR EXECUTIVE SESSION TO DISCUSS THE FOLLOWING ITEMS DURING EXECUTIVE SESSION: (Superintendent recommendation of employment for the School #1 Principal, School #1 Interim Principal, and custodians; Curriculum Director vacancy and FMLA)
Time:_____ PM 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 of employment for the School #1 Principal, School #1 Interim Principal, and custodians; Curriculum Director vacancy and FMLA) Time:_____PM 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, *The Central Record* on January 19, 2017, the *Burlington County Times* on October 24, 2017, and *The Central Record* on October 26, 2017.

SALUTE TO THE FLAG

RECOMMENDATION FOR EMPLOYMENT:

- School #1 Principal – Brianna Chapin, effective 11/28/17, Step 2 of the 2017-2018 Principal's salary guide
  Motion to approve employment recommendation for School #1 Principal
  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_____

COMMUNITY TOPIC: Introduction of School #1 Principal, Mrs. Brianna Chapin

STUDENT RECOGNITION:

Kindergarten	Katelynn Akins, Cameron Noel
Grade 1	Casey Holloway, Sarah Pearson
Grade 2	Mariah Buscemi, Christopher Guartazaca
Grade 3	Kevin Preciado-Ruiz
Grade 4	Madalyn Balint
Grade 5	Dimitri Periez
Grade 6	Harley Wirth
Grade 7	Sophia Cooper
Grade 8	Mackenzie Megee

EMPLOYEE OF THE MONTH RECOGNITION:

- Mary Ann Bill, Teacher
- Maurino Pelaez, IT Consultant

OTHER RECOGNITION:

PUBLIC COMMENT ON AGENDA:

Members of the public are invited to submit comments during the public comment portion 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:

*To: Brianna Chapin, Re: Commendation for 2017 PARCC Report, 10/17/17
Southampton School #1 – Parents/Guardians, 10/19/17

THANK YOU NOTES: Tara DeLucia, Gabriel Simpson & Nola Tosti

*APPROVAL OF MINUTES: October 16, 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_____

REPORT OF THE BOARD SECRETARY: (PINK)

1. Information Items:

1.1 Board of Education November 2017 Unofficial Election Results

Three Year Term (three)	**Per Burlington County records as of 11-7-2017**
• Louise Rickborn	1135
• Russell Hann	1252
• Marie Phillips	1447
• Arnold Harrison III	734
• Brenda J. Conover	1021
• Personal choice	19

1.2 BCIPJIF – State of the Fund Dinner – 12/06/17

1.3 Financial reports for September and October are on agenda for approval. Only October reports are included in packet as they are cumulative.

2. Action Items:

2.1 It is recommended that the Board:
Approve transfers
*Line items for the month of November 2017 as approved by Superintendent
*Line items between October and November 2017 meetings as approved by Superintendent

2.2 Authorize the following payments:
*Authorize the payment of the November 2017 bill list in the amount of $537,284.77

2.3 *Interim Check Register and Electronic Fund Transfers for the period of October 16, 2017 and November 24, 2017 in the amount of $715,252.50

2.4 *Accept the **Board Secretary's Report** for the months of September and October 2017, which is in agreement with the Treasurer's report

2.5 *Accept the Treasurer's Report for the months of September and October 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 September and **October 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 September and **October 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 September and October 2017

2.9 *Accept October 2017 NutriServe Cafeteria Report and authorize Check Register in the amount of $ 37,612.08

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: Application for State School Aide (ASSA) has been finalized and submitted to the NJDOE.

   1.2 Action Items:

   - Approval for Guest Speaker Suzanne Kutsmeda to present to the Southampton Parent Advisory Group on January 18, 2018. Mrs. Kutsmeda will be presenting on the topic of Feeding Disorders. The fee is $100.
   - Approval for Preschool student with Disability, student #161525 to attend a full day preschool program out of district. Start date to be determined pending approval of intake.

Motion to approve (items #1.2) _____ Second_____ 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 to accept reports (items #3-6)_____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. Class Trips (not including transportation)

   - 8th Grade, Seneca High School Band Day, Band A Trip, 12/19/17, NC
   - 6th Grade, Scottish Rite Auditorium, Collingswood, NJ, 02/09/18, $190.00

Motion to approve class trips (item #9) _____ Second_____ Roll Call/Vote _____

10. *New Jersey Quality Single Accountability Continuum Components
    10.1 *2017-2018 Comprehensive Maintenance Plan
    10.2 2017-2018 Certified School Nursing Plan
    10.3 2017-2018 Emergency Management Plan
    10.4 *Annual Facilities Health / Safety Evaluation of School Buildings

11. *2017-2018 Novice Teacher and New Teacher District Mentoring Plan

Motion to approve the 2017-2018 NJ QSAC Components (item #10) and 2017-2018 District Mentoring Plan (item #11) _____Second_____ Roll Call/Vote_____

12. 2017-2018 School #1, #2, & #3 Report Card Narratives

13. *Red Ribbon Week

14. *Enrollment – November 15, 2017

    14.1 Total school enrollment = 722 (PSD-Grade 8, including in-district special education)

14.2 Special Education = 163

- Resident students in-district = 126
- Speech & Language only = 20
- Out of District Placements = 17

COMMITTEE REPORTS: (GREEN)

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

*(Personnel / Student Services Committee Meeting Agenda – 11/27/17)

1.1 Superintendent's Recommendation for Employment:

- School #1 Interim Principal – Sharon Danfield, effective 11/1/17 to 11/27/17, per diem at Step 1 of the 2017-2018 Principal's salary guide
- Interim Curriculum Director – Sharon Danfield, effective 11/28/17 until TBD, per diem at Step 1 of the 2017-2018 Curriculum Director's guide
- Custodians -

1.2

- Permission to advertise for the Curriculum Director position

1.3 FMLA – Leaves of Absence

- Employee #15146, Effective 02/14/18 – 06/30/18

1.4 Workshops

- Employee #15232, Teaching Students with Visual Impairments, 30 VanDyke Avenue, New Brunswick, NJ, 10/19/17 NC
- Employee #15186, Rutgers Gifted Conference, 55 Commercial Avenue, Suite 120, New Brunswick, NJ, 11/17/17
- Employees #1171, #1102, Supporting Grieving Students, BCPDI, 20 Pioneer Boulevard, Westampton, NJ, 11/28/17 NC
- Employee #15073, Anxiety in the Classroom, Clarion Hotel & Conference Center, 815 Rt. 37 W., Toms River, NJ, 12/01/17, $199.00
- Employees #15073, #1108, #1102 & #15101FAPE, BCPDI, 20 Pioneer Boulevard, Westampton, NJ, 01/18/18, NC
- Employees #15191 & #15189, Mindfulness & Yoga, BCPDI, 20 Pioneer Boulevard, Westampton, NJ, 03/15/18, NC
- Employees #15189, #15156, #15191 & #15096, BCPDI, 20 Pioneer Boulevard, Westampton, NJ, 05/01/18, NC
- Employee #1188 Judy Freeman Workshop Winners!, Mansion at Voorhees, NJ, 05/17/18, $209.00

Motion to approve (items # 1.1 -1.4) _____ 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_____

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 1st grade 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 seventh grade 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 – No Meeting

3.1 Information Items:

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

3.2 Action Items:

*Approve 2016-2017 Comprehensive Annual Financial Report and Synopsis and submittal to the New Jersey Department of Education. As there are no audit findings or recommendations, there is no corresponding Corrective Action Plan.

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_____

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)
Motion _____ Second_____ Roll Call/Vote_____

OLD BUSINESS:

- NJSBA Dinner Meeting – December 4, 2017 @ Deptford
- NJSBA Delegate Assembly – November 18, 2017
- NJSBA Workshop, AC – October 23-26, 2017

NEW BUSINESS:

PUBLIC COMMENTS:

Members of the public are invited to submit comments during the public comment portion 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.

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	12-18-2017	TBD	School #1 Office Conference Room
Personnel / Students Services	12-18-2017	TBD	School #1 Faculty Room
Curriculum / Policy	TBD	TBD	TBD

Special Board Meeting – November 28, 2017 – Negotiations 7:00 PM Betty L. Wright Administration Building

Next Board of Education – December 18, 2017, 6:00 PM School #1 All-Purpose Room

Miscellaneous inserts (GOLDENROD)

*Documents attached – **Central Record** - "Looking for a Deal" Southampton Antique Show

Pine Barrens Tribune - "Varicella Vaccine Recommended after 4 suspected Chickenpox Cases in Southampton" 10/17

Upcoming Events – Dates to Remember

November	23-24	Thanksgiving Recess – School Closed
	27	Board of Education Meeting School #1 APR – NJSBA Training 6:00 PM
	27	Board of Education Meeting – School #1 APR 8:00 PM
December	1	Tree Lighting 6:30 PM
	6	Winter Holiday Program 7:00 PM Warrior Dome
	7	Pearl Harbor Remembrance Day
	8	6^{th}-8^{th} Grade Student Council Dance 7:00-9:00 PM
	12	Winter Concert – School #3 Warrior Dome 7:00 PM
	12	Hanukkah Begins
	18	Board of Education Meeting School #1 APR – NJSBA Training, 6:00 PM
	18	Board of Education Meeting School #1 APR – Regular Meeting, 8:00 PM
	19	Report Cards Distributed – Schools #1 & #2
	22	Holiday Parties – 1:04 Dismissal
	25	Christmas Day
	25-1	Winter Recess – School Closed
	26	Kwanzaa Begins