Call to Order: A Regular Meeting of the Springfield Township Board of Education was called to order by Mr. Reinisch on Tuesday, March 20, 2012, at 7:15 p.m. in the school cafeteria.

Roll Call of Members:
- James Specca, President - absent
- David Reinisch, Vice President - present
- John Ainsworth - present
- Lisa Giovanelli - absent
- Wil Klentzeris - present
- John Megariotis - present
- Maggie Payne - present
- Dennis Schmieder - present
- Jennifer Steel - absent

Others present:
Mr. Joseph Miller, Mr. Edward Kent

Public Notice:
As per the Open Public Meetings Act, NJSA 10:4-6, notice of this regular meeting of the Springfield Township Board of Education to be held on Tuesday, March 20, 2012, at 7:15 p.m., in the cafeteria, in Jobstown, New Jersey, including the list of bills to be paid and any other business that may come before the Board of Education.

Sent to:  Burlington County Times
          Board of Education Members
          Springfield Township Clerk

Posted:   Springfield Township School
          Board of Education Office
          Springfield Twp Municipal Building, Jobstown, NJ

Pledge of Allegiance:
The Vice President led the Board and the assemblage in the Pledge of Allegiance.

Minutes:
Request approval for the Minutes of the Tuesday, February 21, 2012 Regular Meeting.
Motion: Payne  Second: Schmieder
Approval: 6-0

Request approval for the Minutes of the Tuesday, February 21, 2012 Executive Session.
Motion: Payne  Second: Schmieder
Approval: 6-0

Request approval for the Minutes of the Wednesday, February 29, 2012 Special Meeting.
Motion: Payne  Second: Ainsworth
Approval: 5-0-1 (Megariotis-Abstain)
Request approval for the Minutes of the Wednesday, February 29, 2012 Executive Session.
Motion: Ainsworth
Second: Payne
Approval: 5-0-1 (Megariotis-Abstain)

Request approval for the Minutes of the Thursday, March 1, 2012 Special Meeting.
Motion: Payne
Second: Ainsworth
Approval: 4-0-2 (Megariotis/Klentzeris-Abstain)

Request approval for the Minutes of the Thursday, March 1, 2012 Executive Session.
Motion: Payne
Second: Ainsworth
Approval: 4-0-2 (Megariotis/Klentzeris-Abstain)

Request approval for the Minutes of the Tuesday, March 6, 2012 Special Meeting.
Motion: Payne
Second: Ainsworth
Approval: 6-0

Request approval for the Minutes of the Tuesday, March 6, 2012 Executive Session.
Motion: Payne
Second: Ainsworth
Approval: 6-0

Request approval for the Minutes of the Wednesday, March 7, 2012 Special Meeting.
Motion: Megariotis
Second: Klentzeris
Approval: 6-0

Request approval for the Minutes of the Wednesday, March 7, 2012 Executive Session.
Motion: Megariotis
Second: Klentzeris
Approval: 6-0

Request approval for the Minutes of the Wednesday, March 14, 2012 Special Meeting.
Motion: Megariotis
Second: Klentzeris
Approval: 5-0-1 (Payne-Abstain)

Request approval for the Minutes of the Wednesday, March 14, 2012 Executive Session.
Motion: Megariotis
Second: Klentzeris
Approval: 5-0-1 (Payne-Abstain)

PUBLIC COMMENT
The public shall be reminded that they should attempt to resolve the problems and/or complaints through initial contact with the appropriate staff. Such matters should only be brought to the Board of Education after all avenues within the administrative chain of command have been exhausted. In addition, items regarding personnel should follow the chain of command and any comments could hold the resident and the Board of Education liable.

Public Comment #1:
Wayne Smith
At times, it may appear to members of our audience that the Board of Education takes action with very little, if any, 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 and is satisfied that it is ready to be presented to the Board of Education. The matter may have been previously referred to a Board committee for further consideration. When all are satisfied that it is ready for Board action, the agenda is delivered to Board members five days prior to their meeting. Board members preview the agenda items and discuss questionable items with the Superintendent or Business Administrator so that when they attend the meeting, there is usually no further need to question the issue. Only then is it voted upon as an action item at a public meeting.

**SBA/BS’S REPORT**

**PAYMENT OF BILLS:**

**Lunchroom:**
- 02/23/2012 – Invoice #790021612 = $2,660.00
- 03/01/2012 – Invoice #790022312 = $1,839.39
- 03/08/2012 – Invoice #790030112 = $2,506.41
- 03/15/2012 – Invoice #790030812 = $3,237.11

**Total:** $10,242.91

**Payroll:**
- Spr. Twp. BOE, Payroll Account - 02/29/12 = $123,536.30 ($7,580.17 FICA/$1,772.77 MEDI)
- Spr. Twp. BOE, Payroll Account - 03/15/12 = $123,846.76 ($7,599.41 FICA/$1,777.28 MEDI)

**Bills & Claims**

2011-2012
- Bills & Claims – $3,468.00; $62,053.22
- Employee Benefits - $56,903.85

**Motion to approve payment of bills:** Ainsworth  Second: Payne

**Approval:** 6-0

**Financial Reports:**

Request board approval of Board Secretary and Treasurer’s Report – January 2012

**Motion:** Ainsworth  Second: Payne

**Approval:** 6-0

Request Board approval of monthly transfer reports for January 2012. Documents provided to the Board by the Board Office showing budget line item reports for the period ending January 31, 2012 for certification.

**Motion:** Ainsworth  Second: Payne

**Approval:** 6-0
SUPERINTENDENT’S REPORT

ENROLLMENT (as of March 14, 2012)

<table>
<thead>
<tr>
<th>Grade</th>
<th>10/11</th>
<th>11/12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kindergarten</td>
<td>28</td>
<td>36</td>
</tr>
<tr>
<td>Mrs. Carter</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>First Grade</td>
<td>29</td>
<td>31</td>
</tr>
<tr>
<td>Second Grade</td>
<td>41</td>
<td>29</td>
</tr>
<tr>
<td>Third Grade</td>
<td>43</td>
<td>39</td>
</tr>
<tr>
<td>Fourth Grade</td>
<td>51</td>
<td>46</td>
</tr>
<tr>
<td>Fifth Grade</td>
<td>53</td>
<td>52</td>
</tr>
<tr>
<td>Sixth Grade</td>
<td>42</td>
<td>52</td>
</tr>
<tr>
<td>Out-of-District Placement</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Total</td>
<td>293</td>
<td>292</td>
</tr>
</tbody>
</table>

SCHOOL BUS EMERGENCY EVACUATION DRILL

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>School Name</th>
<th>Location</th>
<th>Route</th>
<th>Supervisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>03/15/2012</td>
<td>8:45 am</td>
<td>STS</td>
<td>Front Circle</td>
<td>S1</td>
<td>Jared Fudurich</td>
</tr>
<tr>
<td>03/15/2012</td>
<td>8:50 am</td>
<td>STS</td>
<td>Front Circle</td>
<td>S2</td>
<td>Jared Fudurich</td>
</tr>
<tr>
<td>03/15/2012</td>
<td>8:40 am</td>
<td>STS</td>
<td>Front Circle</td>
<td>S3</td>
<td>Jared Fudurich</td>
</tr>
<tr>
<td>03/15/2012</td>
<td>8:41 am</td>
<td>STS</td>
<td>Front Circle</td>
<td>S4</td>
<td>Jared Fudurich</td>
</tr>
<tr>
<td>03/15/2012</td>
<td>8:44 am</td>
<td>STS</td>
<td>Side Door</td>
<td>S5</td>
<td>Jared Fudurich</td>
</tr>
<tr>
<td>03/15/2012</td>
<td>8:48 am</td>
<td>STS</td>
<td>Front Circle</td>
<td>S6</td>
<td>Jared Fudurich</td>
</tr>
</tbody>
</table>

Presentations-Superintendent:

- Sixth Grade Diagnostic Test
- Special Education Extended Year Summer Program
- Professional Contract Extensions: July 1, 2012 – January 2013
- Public Budget Hearing: March 27, 2012, 7:00 p.m.; Cafeteria
- County Superintendent Report on Mid-Year Review
- Reminder: Ethics Disclosure Forms due by April 30, 2012
- Reminder: CSA Evaluation and BOE Self-Evaluation
- Update and Status Report: Flexible Spending Account
- Status Report: Expansion of Genesis services
- Fundraiser for Chesterfield Fund raised $513.01

Information Enclosed

Nurse’s Monthly Report – February 2012
Harassment, Intimidation, and Bullying Report – March 20, 2012
RESOLUTION
1. Approval – Authorization of Special Education Extended School Year Summer Program -- 2012-2013
   It is recommended that the Board of Education approve the operation of a Special Education Extended School Year Summer Program for 2012-2013 for the period July 2-26, 2012 (15 days total); four hours a day (8:00 a.m. through 12:00 p.m.) as per the enclosed informational outline.
   Motion: Ainsworth           Second: Payne
   Approval: 6-0

PLANS
1. Approval – 2012-2013 School Calendar
   It is recommended that the Board of Education approve the 2012-2013 school calendar as recommended.
   Motion: Payne             Second: Ainsworth
   Approval: 6-0

POLICY
1. Approval – First Reading/Strauss Esmay Policy Alert #196
   It is recommended that the Board of Education adopt for first reading the policy additions, revisions and updates, as per Strauss Esmay Policy Alert #196.
   Motion: Schmieder         Second: Payne
   Approval: 6-0

2. Approval – First Reading/Changes to Policy Bylaws #0167
   It is recommended that the Board of Education adopt for first reading changes to Policy Bylaws #0167, as per Strauss Esmay.
   Motion: Ainsworth         Second: Payne
   Approval: 6-0

PERSONNEL
1. Approval - Substitute Teacher – 2011-2012 School Year
   It is recommended that the Board of Education approve the appointment of Ms. Laura Bruzek as a substitute teacher for the 2011-2012 school year. (Candidate has successfully completed the required substitute teacher certification and a criminal background check.)
   Motion: Ainsworth         Second: Payne
   Roll Call Vote: All Yes
   Approval: 6-0
2. Approval – Salary Guide Advancement
Resolved, that the Board of Education approve advancement of Jon Luyber on the salary guide from BA+18 to MA, effective February 1, 2012.

Motion: Ainsworth  
Second: Schmieder  
Roll Call Vote: All Yes  
Approval: 6-0

3. Approval – Special Education Extended Year Program - 2012
It is recommended that the Board of Education approve appointment of the following staff members for the 2012 Special Education Extended Year Program for the period July 2-26, 2012 (15 days total); four hours a day (8:00 a.m. through 12:00 p.m.):

<table>
<thead>
<tr>
<th>Staff Member</th>
<th>Position</th>
<th>No. of Hours</th>
<th>Rate of Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heather Pence</td>
<td>Teacher</td>
<td>67.5</td>
<td>$36.33</td>
</tr>
<tr>
<td>Madeline Zacharkow</td>
<td>Teacher</td>
<td>67.5</td>
<td>$36.33</td>
</tr>
<tr>
<td>Janet Lockwood</td>
<td>Aide</td>
<td>75</td>
<td>$18.17</td>
</tr>
<tr>
<td>Denise Buffa</td>
<td>Aide</td>
<td>75</td>
<td>$18.17</td>
</tr>
<tr>
<td>Karen Wassall</td>
<td>Bus Driver</td>
<td>30</td>
<td>$18.17</td>
</tr>
<tr>
<td>JoAnn Ricciani</td>
<td>Nurse</td>
<td>30</td>
<td>$36.33</td>
</tr>
<tr>
<td>Lisa Horta</td>
<td>Speech</td>
<td>4</td>
<td>$36.33</td>
</tr>
<tr>
<td>Andrea Pascocello</td>
<td>OT</td>
<td>4</td>
<td>TBD</td>
</tr>
</tbody>
</table>

Motion: Ainsworth  
Second: Payne  
Roll Call Vote: All Yes  
Approval: 6-0

4. Approval – Staff Donation of Personal Days
Resolved, that the Board of Education authorize approval to allow employees to donate personal days to be utilized by another employee as additional sick leave days, in light of a medical crisis, for this one specific incident only, not to be precedent setting.

Motion: Payne  
Second: Schmieder  
Roll Call Vote: All Yes  
Approval: 6-0

5. Tentative Approval – Appointment of School Business Administrator/Board Secretary
It is recommended that the Board of Education tentatively appoint Charmette Long-Vernon as School Business Administrator/Board Secretary of the Springfield Township Elementary School for the period of July 1, 2012 through June 30, 2013, at an annual salary of $80,000, with benefits as described in her contract. Approval is tentative, pending contract approval by the Executive County Superintendent.

Motion: Ainsworth  
Second: Schmieder  
Roll Call Vote: All Yes  
Approval: 6-0
6. **Tentative Approval – Appointment of Superintendent/Principal**

   It is recommended that the Board of Education tentatively appoint Edith Conroy as Superintendent/Principal of the Springfield Township Elementary School for the period July 1, 2012 through June 30, 2015, at an initial annual salary of $122,500, with benefits as described in her contract. Approval is tentative, pending contract approval by the Executive County Superintendent.

   **Motion:** Ainsworth  
   **Second:** Payne  
   **Roll Call Vote:** All Yes  
   **Approval:** 6-0

**CONTRACT**

1. **Approval – Food Service Management Authority**

   Be it resolved that the Springfield Township Board of Education approve the extension of the contract (year four of five years) with Nutri-Serve Food Management, Inc. for the FY2012-2013 at a renewal fee of $11,547.25.

   **Motion:** Schmieder  
   **Second:** Ainsworth  
   **Approval:** 4-2 (Payne/Ainsworth-No)

2. **Approval – Honeywell Service Agreement – FY2012-2013**

   Be it resolved that the Springfield Township Board of Education approve the Honeywell Service Agreement for the FY2012-2013 at a renewal fee of $1,157.00.

   **Motion:** Ainsworth  
   **Second:** Payne  
   **Approval:** 6-0

**FIELD TRIPS**

1. **Approval – Field Trips 2011-2012 School Year**

   It is recommended that the Board of Education approve the following field trips for the 2011-2012 school year:

   - April 2012 - **Grade 6 - Enrichment-Philadelphia Zoo-Overnight**, Philadelphia, PA; 5:30 p.m. Thursday -4:00 p.m. Friday (Mrs. Skinner)
   - June 2012 - **Grades 5 & 6 - Battle of the Books**-Upper Elementary School; North Hanover; 9:00 a.m.-1:30 p.m. (Mrs. Kolev, Mrs. Eisner)
   - June 2012 - **Grade 5 - National Constitution Center**, Philadelphia, PA; 8:15 a.m.-3:00 p.m. (Mrs. Kolev, Mrs. Bergen, Mrs. McIntyre, Nurse)

   **Motion:** Payne  
   **Second:** Schmieder  
   **Approval:** 6-0

**OTHER**
1. **Travel Approval**  
   **Schedule #1** – list of staff travel with costs relating to workshop fees, lodging, meals and mileage reimbursement.  
   **Schedule #2** – list of staff travel with cost of mileage reimbursement only - copies in packet.  
   Upon the recommendation of the Superintendent, the Board pre-approves any staff travel represented on current lists.  
   Motion: Payne   
   Second: Schmieder   
   Approval: 6-0  

2. **Authorize Reception for Newly-Hired SBA and CSA**  
   It is recommended that the Board of Education authorize a reception for the newly-hired SBA and CSA to which the public will be invited. The reception will be held to coincide with the upcoming public budget hearing scheduled for Tuesday, March 27, 2012, in the school cafeteria. The reception will take place at 6:00 p.m., to be followed by the Public Budget Hearing at 7:00 p.m. Refreshments will be made available by the Home and School Association.  
   Motion: Ainsworth   
   Second: Klentzeris   
   Approval: 6-0  

**OLD BUSINESS:**  

**NEW BUSINESS:**  

**Public Comment #2:**  

**Motion to Enter Executive Session:** Time: 8:08 p.m.  
Purpose: Referendum; BOE Member Status  
Motion: Ainsworth   
Second: Payne   
Approval: 6-0  

**Motion to return to Regular Session:** Time: 8:46 p.m.  
Motion: Megariotis   
Second: Payne   
Approval: 6-0
Motion to Adjourn: ____________  Time: 8:50 p.m.
Motion: Megariotis  Second: Payne
Approval: 6-0

Respectfully submitted,

Edward D. Kent
Interim SBA/BS