

**Springfield Township Board of Education
Jobstown, New Jersey 08041
Tuesday, August 20, 2013**

Work Session: 7:00 p.m.

Committee Updates:

1. Personnel: Mr. Schmieder reported that the Personnel Committee met with the Superintendent to develop goals that are included in tonight's agenda. They are all student achievement driven.
2. FFT: Mrs. Giovanelli reported that the facilities project application has been submitted.
3. Curriculum/Technology: Mr. Corbo reported that the Curriculum/Technology Committee did not meet.
4. Policy: Mr. Schmieder reported that the second reading of the policies on the last BOE Agenda are on the Agenda tonight. The first reading of a Non-Resident Tuition Policy is on the Agenda.

Ms. Moskal provided an update regarding the facilities projects.

Mrs. Conroy introduced the new district website to the Board.

Call to Order: A **Regular Meeting** of the Springfield Township Board of Education was called to order by Mr. Reinisch on Tuesday, August 20, 2013, at 7:15 p.m. in the school library.

Roll Call of Members:

David Reinisch, President-present

Dennis Schmieder, Vice President-present

Christopher Corbo-present

Lisa Giovanelli-present

Wil Klentzeris-absent

John Megariotis-present

Laurie Middleton Frank-absent

Michael Ritterman-absent

James Specca-absent

Others present:

Edith Conroy, Christina Moskal

Public Notice:

As per the Open Public Meetings Act, NJSA 10:4-6, notice of this special meeting of the Springfield Township Board of Education to be held on Tuesday, August 20, 2013, at 7:15 p.m., in the library, 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

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Pledge of Allegiance:

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

Minutes:

1. Request approval for the Minutes of the Tuesday, July 16, 2013 Regular Meeting.
Motion: Giovanelli **Second: Corbo**
Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

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:

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.

Mr. Lippincott inquired as to whether Agenda Item #10 is a replacement or a new hire. He also inquired as to whether Agenda Item #16 is public information. Mrs. Conroy reported that this is the second year that Mrs. Trecker, Literacy Consultant, will be working in the district. Mrs. Conroy reported that the Superintendent Goals can be made available to Mr. Lippincott after the Board Meeting.

Correspondence

None

SBA/BS'S REPORT

2. PAYMENT OF BILLS:

Payroll:

7/30/2013

8/15/2013

Bills & Claims

June 2013 –\$4,865.49 (not including payroll)

August 2013– \$524,200.87 (including payroll)

Motion: Giovanelli

Second: Corbo

Roll Call Vote: All Yes

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

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Financial Reports:

3. Request Board approval of Board Secretary and Treasurer’s Report – April 2013; and Request Board approval of monthly transfer reports for April 2013. Documents provided to the Board by the Board Office showing budget line item reports for the period ending April 30, 2013 for certification.

Motion: Giovanelli **Second: Megariotis**
Roll Call Vote: All Yes
Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

4. Request Board approval of Board Secretary and Treasurer’s Report – May 2013; and Request Board approval of monthly transfer reports for May 2013. Documents provided to the Board by the Board Office showing budget line item reports for the period ending May 31, 2013 for certification.

Motion: Giovanelli **Second: Megariotis**
Roll Call Vote: All Yes
Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

5. Approval – Authorization for Disposal of Obsolete Books

Be it resolved that the Springfield Board of Education declare the listing of Macmillan McGraw Hill Treasures and Triumphs Reading textbooks obsolete surplus books after being listed on the state website for disposal for the required 120 days and authorizes the School Business Administrator to dispose of same, effective October 19, 2013.

Motion: Megariotis **Second: Giovanelli**
Roll Call Vote: All Yes
Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

6. Approval – Authorization for Disposal/Sale/Donation of Workbooks

Be it resolved that the Springfield Board of Education approve the disposal/sale/donation of the following workbooks:

ISBN	Title
0021939098	TREASURES (WB) BK B
002197022X	TREASURES (WB) 1
0021936374	TREASURES (WB) 4
0021970238	TREASURE READING WEEKLY AND UNIT ASSESS (WB) 2
002193603X	TREASURES (WB) 4
0021970254	TREASURES {UNITS 1-6} (WB) 4
0021970246	TREASURES (WB) 3
0021936293	TREASURES (WB) 2
0021936358	TREASURES (WB) 2
0739891340	STECK VAUGHN PHONICS K

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0021936013	TREASURES (WB) 2
0021936315	TREASURES (WB) 3
0590764675	SCHOLASTIC PHONICS (WB) K

Motion: Megariotis

Second: Giovanelli

Roll Call Vote: All Yes

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

SUPERINTENDENT'S REPORT

ENROLLMENT (as of August 14, 2013)

	<u>12/13</u>	<u>13/14</u>
Kindergarten	28	22
Mrs. Carter	4	6
First Grade	33	27
Second Grade	32	32
Third Grade	31	31
Fourth Grade	36	33
Fifth Grade	46	35
Sixth Grade	52	47
Out of District Placement	3	3
Total	265	236

Superintendent's Update

Mrs. Conroy reported to the Board regarding the new Standards-Based Report Cards. Over the summer the committee met with parents that were interested in learning more about standards-based reporting. The teachers and parents had a valuable discussion and learned a lot from each other. Mrs. Conroy is going to post a video about standards-based grading on our website along with a frequently asked questions section. She will also have an information session in the fall.

Mrs. Skinner and Mrs. Conroy are attending North Hanover – Columbia University – Reading Workshop Institute all week.

Mr. Fudurich is attending a training regarding MAP assessments on Friday, August 23, 2013.

The Administration has been working hard on curriculum all summer. Teachers have been coming in during the summer to engage in curriculum writing (reading and writing units) in grade level teams.

Mrs. Conroy commended the 12-month staff for all of their hard work throughout the summer.

Information Enclosed

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Important Dates

September 2, 2013 – Schools Closed – Labor Day
September 3, 2013 – Staff Development In-Service
September 4, 2013 – Staff In-Service/Meet, Greet & Treat, 2:30 to 3:30 p.m.
September 5, 2013 – First Day of School for Students
September 13, 2013 – School Picture Day
September 17, 2013 – Board of Education Meeting
September 26, 2013 – Back to School Night

CONTRACTS

7. Approval - School Physician/Health Officer – 2013-2014

Resolved, that the Board of Education approve Virtua Medical Group as School Physician/Health Officer for the 2013-2014 school year. Services to be provided:

Retainer Fee:	\$1,771.00 (5% increase from last year)
Student/Child Study Physicals:	\$ 55.00
Employee Physical	\$ 80.00
Athletic Exam:	\$ 11.00

Motion: Giovanelli

Second: Corbo

Roll Call Vote: All Yes

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

8. Approval – YMCA Primetime Contract – 2013-2014

Resolved, that the Board of Education approve the 2013-2014 Primetime Contract for before and after school care through the YMCA of Burlington County.

Motion: Giovanelli

Second: Corbo

Roll Call Vote: All Yes

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

There was discussion regarding researching bringing before/after care in-house.

9. Approval – Subfinder Agreement - Pemberton Township – 2013-2014

Resolved, that the Board of Education approve the Subfinder Agreement with the Pemberton Township School District for the 2013-2014 school year.

Motion: Giovanelli

Second: Megariotis

Roll Call Vote: All Yes

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

10. Approval – Literacy Staff Development Contract – 2013-2014

Resolved, that the Board of Education approve a contract for Sophie Trecker as an educational consultant to provide Literacy Staff Development.

Motion: Giovanelli

Second: Megariotis

Roll Call Vote: All Yes

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

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11. Approval – Revised Agreement for OT Services – 2013-2014

Resolved, that the Springfield Township Board of Education approve the Occupational Therapy Agreement between Springfield Township Schools and Heartland Rehabilitation Services, Inc., for the period July 1, 2013 through June 30, 2014.

Motion: Giovanelli

Second: Megariotis

Roll Call Vote: All Yes

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

GRANTS

12. Approval – Individuals with Disabilities Education Act (IDEA) Grant 2013-2014

It is recommended that the Board of Education hereby authorizes the submission of the IDEA Application for the FY2013-2014 and accepts the grant award of these funds upon the subsequent approval of the FY2013-2014 IDEA Grant Application:

Basic: \$70,965.00

Non-Public: \$ 1,478.00

Pre-School: \$ 4,627.00

Motion: Giovanelli

Second: Corbo

Roll Call Vote: All Yes

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

13. Approval – No Child Left Behind Grant (NCLB) 2013-2014

It is recommended that the Board of Education hereby authorizes the submission of the NCLB Application for FY2013-2014 and accepts the grant award of these funds upon the subsequent approval of the FY2013-2014 NCLB Application:

Title IA: \$15,228.00

Title IIA: \$ 4,788.00

Title III: \$ 773.00

Motion: Giovanelli

Second: Corbo

Roll Call Vote: All Yes

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

POLICY

14. Approval – First Reading – Policy #5111.01 Tuition for Nonresident Students

It is recommended that the Board of Education approve for first reading Policy #5111.01 Tuition for Nonresident Students (New).

Motion: Giovanelli

Second: Corbo

Roll Call Vote: All Yes

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

15. Approval – Second Reading and Adoption of Policy #3232, #5120, #5420, #7434, #7522, and Regulation #3232

It is recommended that the Springfield Board of Education approve for second reading and adoption of the following policies prepared by Strauss Esmay:

Policy #3232 – Tutoring Services (Revision)

Regulation #3232 – Tutoring Services (Revision)

Policy #5120 – Assignment of Pupils (Revision)

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Policy #5420 – Reporting Pupil Progress (Revision)
Policy #7434 – Smoking in School Buildings and on School Grounds (New)
Policy #7522 – School District Provided Technology Devices to Staff
Members (New)

Motion: Giovanelli **Second: Corbo**
Roll Call Vote: All Yes
Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

PERSONNEL

16. Approval –Merit Goals for Superintendent – 2013-2014

It is recommended that the Board of Education approve the Superintendent’s merit goals for the 2013-2014 school year which will be sent to and approved by the Executive County Superintendent as per the Superintendent’s contract.

Motion: **Second:**
Roll Call Vote:
Approval:

Motion to Table: Megariotis **Second: Corbo**
Approval: 5-0
Motion Tabled

17. Approval - Additional Hours - Kindergarten Orientation – August, 2013

It is recommended that the Board of Education approve the following additional hours for the following staff member:

Employee Name	Reason	# of Hours	Date
JoAnn Ricciani	Kindergarten Orientation	2 hours	August 29, 2013

Motion: Giovanelli **Second: Schmieder**
Roll Call Vote: All Yes
Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

FIELD TRIPS

18. Approval - Field Trips – 2013-2014 School Year

It is recommended that the Board of Education approve the following field trips for the 2013-2014 school year:

October, 2013 – ***Academy of Natural Sciences***; Grade 2
May, 2014 – ***Washington, DC***; Grade 6

Motion: Giovanelli **Second: Megariotis**
Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

OTHER

19. Travel Approval

Schedule #1 - list of staff travel with costs relating to workshop fees, lodging, meals and mileage reimbursement.

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Upon the recommendation of the Superintendent, the Board pre-approves any staff travel represented on current lists.

Motion: Giovanelli

Second: Megariotis

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

20. Approval – Bus Routes for the 2013-2014 School Year

It is recommended that the Board of Education approve the bus routes for the 2013-2014 school year.

Motion: Giovanelli

Second: Megariotis

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

21. Approval – State Memorandum of Agreement between Education and Law Enforcement Officials for the 2013-2014 Year

It is recommended that the Board of Education approve the State Memorandum of Agreement between Education and Law Enforcement Officials in conformance with N.J.A.C. 6A:16-6.1 and 6A:16-6.2(b)14 for the 2013-2014 school year.

Motion: Giovanelli

Second: Megariotis

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

22. Approval - Transfer of Current Year Surplus to Reserve

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Springfield Township Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Springfield Township Board of Education has determined that up to \$250,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Springfield Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

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WHEREAS, the Springfield Township Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at year end, and

WHEREAS, the Springfield Township Board of Education has determined that up to \$250,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Springfield Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Motion: Megariotis

Second: Giovanelli

Roll Call Vote: All Yes

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

OLD BUSINESS:

Mr. Corbo asked if the office renovations were included in the Capital Project. Mrs. Giovanelli informed Mr. Corbo that she reported on the renovations during the July BOE Meeting. She also noted that furniture was purchased with unexpended funds that were left over from the prior school year.

Mr. Corbo asked that Ms. Moskal email him the dollar amount of the furniture.

Mr. Reinisch inquired as to the status of the WiFi project. Ms. Moskal reported that the WiFi project is near completion. One access point needs to be installed in the gym.

NEW BUSINESS:

Mrs. Giovanelli informed the Board that Old Business is actually unfinished business.

Public Comment #2:

Mr. Lippincott stated that Strategic Action Planning should be placed back on the agenda.

Motion to Enter Executive Session: Time: 8:18 p.m.

Purpose: Personnel

Formal action will be taken upon return.

Motion: Giovanelli

Second: Megariotis

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

Motion to return to Regular Session: Time: 8:37 p.m.

Motion: Megariotis

Second: Giovanelli

Approval: 5-0

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PERSONNEL

16. Approval –Merit Goals for Superintendent – 2013-2014

It is recommended that the Board of Education approve the Superintendent's merit goals for the 2013-2014 school year which will be sent to and approved by the Executive County Superintendent as per the Superintendent's contract.

Motion: Megariotis

Second: Giovanelli

Roll Call Vote: All Yes

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

Motion to Adjourn: _____

Time: 8:39 p.m.

Motion: Megariotis

Second: Giovanelli

Approval: 5-0 (Klentzeris/Middleton Frank/Ritterman/Specca-Absent)

Respectfully submitted,

Christina Moskal
School Business Administrator/Board Secretary