

**Springfield Township Board of Education
Jobstown, New Jersey 08041
Tuesday, March 26, 2013**

Call to Order: A **Regular Meeting** and **Budget Hearing** of the Springfield Township Board of Education were called to order by Mr. Reinisch on Tuesday, March 26, 2013, at 7:15 p.m. in the school library.

Roll Call of Members:

David Reinisch, President -- present	John Megariotis -- absent
Dennis Schmieder, Vice President -- present	Laurie Middleton Frank -- present
Christopher Corbo – departed 7:56 p.m.	Michael Ritterman—arrived 7:16 p.m.
Lisa Giovanelli -- absent	James Specca -- present
Wil Klentzeris -- present	

Others present:

Edith Conroy, Christina Moskal

Public Notice:

As per the Open Public Meetings Act, NJSA 10:4-6, notice of this regular meeting and budget hearing of the Springfield Township Board of Education to be held on Tuesday, March 26, 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

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, February 19, 2013 Regular Meeting.
Motion: Specca **Second: Corbo**
Approval: 7-0 (Giovanelli/Megariotis-Absent)
2. Request approval for the Minutes of the Monday, February 25, 2013, Special Meeting.
Motion: Specca **Second: Corbo**
Approval: 7-0 (Giovanelli/Megariotis-Absent)
3. Request approval for the Minutes of the Tuesday, March 5, 2013 Special Meeting.
Motion: Specca **Second: Klentzeris**
Approval: 7-0 (Giovanelli/Megariotis-Absent)

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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.

- (1) Mr. Sobotka commented on the condition of the school and questioned the use of capital reserve withdrawal.
- (2) Mr. Smith gave a presentation to the Board and members of the public on Strategic Planning.
- (3) Mr. Lippincott inquired if the Board is sure that they have the right group in mind for Strategic Planning.

Correspondence

- Letter from Springfield Township Mayor Denis McDaniel dated February 26, 2013
- Letter from R. Lippincott and W. Smith dated March 14, 2013 regarding Strategic Planning
- Letter from R. Lippincott and W. Smith dated March 17, 2013 regarding Criteria for Selection of a Strategic Planning Consultant
- Letter from R. Lippincott and W. Smith dated March 18, 2013 regarding Meeting Request regarding Strategic Planning

SBA/BS'S REPORT

4. PAYMENT OF BILLS:

2012-2013

Lunchroom:

02/21/2013 – Invoice #790021413 = \$2,312.30

02/28/2013 – Invoice #790022113 = \$2,629.27

03/07/2013 – Invoice #790022813 = \$2,308.87

03/14/2013 – Invoice #790030713 = \$2,771.71

03/21/2013 – Invoice #790031413 = \$2,088.68

Total: \$12,110.83

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Bills List:

February 2013: \$10,076.70; \$189,059.58

March 2013: \$152,476.49

Payroll:

Spr. Twp., BOE, Payroll-02/28/2013 = \$130,821.27 (\$7,924.23 FICA/\$1,853.26 MEDI)

Spr. Twp., BOE, Payroll-03/15/2013 = \$128,706.88 (\$7,794.05 FICA/\$1,822.80 MEDI)

Motion to approve payment of bills: Specca Second: Middleton Frank

**Roll Call Vote: Yes: Corbo, Klentzeris, Middleton Frank, Reinisch, Ritterman
Schmieder, Specca**

Approval: 7-0 (Giovannelli/Megariotis-Absent)

SUPERINTENDENT'S REPORT

ENROLLMENT (as of March 21, 2013)

	<u>11/12</u>	<u>12/13</u>
Kindergarten	36	28
Mrs. Carter	4	4
First Grade	30	33
Second Grade	28	32
Third Grade	38	31
Fourth Grade	43	36
Fifth Grade	51	46
Sixth Grade	52	52
Out-of-District Placement	3	3
Total	285	265

Bus Evacuation Drill

Bus Evacuation Drill conducted on Friday, March 22, 2013

Date	Time	School Name	Location	Route	Supervisor
03/22/2013	8:45 am	STS	Front Circle	S1	Jared Fudurich
03/22/2013	8:50 am	STS	Front Circle	S2	Jared Fudurich
03/22/2013	8:40 am	STS	Front Circle	S3	Jared Fudurich
03/22/2013	8:41 am	STS	Front Circle	S4	Jared Fudurich
03/22/2013	8:44 am	STS	Side Door	S5	Jared Fudurich
03/22/2013	8:48 am	STS	Front Circle	S6	Jared Fudurich

Information Enclosed

- School Nurse's Monthly Report – February 2013
- HIB Report #11-12

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Important Dates

Thursday, March 28, 2013 – Early Dismissal

Friday, March 29-Friday, April 5, 2013 – School Closed/Spring Break

Friday, April 12, 2013 – End of Third Marking Period

Tuesday, April 16, 2013 – Board of Education Meeting; 7:15 p.m.

FISCAL YEAR 2014 BUDGET HEARING AND APPROVAL

A. Fiscal Year 2014 Budget Presentation

B. Questions and comments from the Board

C. Questions and comments from the Public

- (1) Mr. Sobotka inquired if asbestos removal and DEP approval would be included in carpet removal for the potential gymnasium renovation project.
- (2) Mr. Bucs: (1) Will the district have enough money to complete a capital project? (2) In what areas of curriculum is the district out of compliance? (3) Can the \$500,000 be invested? (4) Does the \$500,000 impact taxes?
- (3) Mr. Pantano inquired if the capital project needs to be specifically itemized for approval in the budget?

D. Formal action regarding the FY2014 Budget

BE IT RESOLVED, the Springfield Township Board of Education hereby adopts the following budget for the 2013-14 school year for transmittal to the New Jersey Department of Education, as approved by the Burlington County Executive County Superintendent.

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

**Capital Reserve Account Withdrawal
Roof Project at Springfield Elementary School**

RESOLVED, that the Springfield Township Board of Education requests the approval of a capital reserve withdrawal in the amount of \$500,000. The district intends to utilize these funds for the Roof Project at the Springfield Elementary School.

**Capital Reserve Account Deposit
Roof Project at Springfield Elementary School**

RESOLVED, that the Springfield Township Board of Education requests the approval of a capital reserve deposit in the amount of \$250,000. The district intends to utilize these funds for the Roof Project at the Springfield Elementary School.

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**Travel and Related Expense Reimbursement
2013-2014**

WHEREAS, the Springfield Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$ 14,000 for all staff and board members.

Adoption of 2013-2014 Budget

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2013-14 Total Expenditures	5,489,993	91,554	0	5,581,547
Less: Anticipated Revenues	2,107,396	91,554	0	2,198,950
Taxes to be Raised	3,382,597	0	0	3,382,597

BE IT FURTHER RESOLVED, to acknowledge that the 2013-2014 budget as described above results in a general fund tax levy of \$3,382,597.00.

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Motion: Ritterman **Second: Specca**
**Roll Call Vote: Yes: Klentzeris, Middleton Frank, Reinisch, Ritterman, Schmieder,
Specca**
Approval: 6-0 (Corbo/Giovanelli/Megariotis-Absent)

CONTRACT

5. Approval – Strategic Planning Contract Agreement

It is recommended that the Board of Education approve the Strategic Planning Agreement with the New Jersey School Boards Association effective as of September 1, 2013 and shall continue until the consultants' duties as described in Section 1, A through J of the agreement have been completed for a fee not to exceed \$6,000.

Motion to Table: Schmieder **Second: Middleton Frank**

Approval: 6-0 (Corbo/Giovanelli/Megariotis-Absent)

MOTION TABLED

6. Approval – Memorandum of Understanding: Rider University/CONNECT-ED Consortium

It is recommended that the Board of Education approve the Memorandum of Understanding with Rider University for Participation in the CONNECT-ED Consortium for the period September 1, 2013 through August 31, 2014. This initial year of partnership is grant-funded.

Motion: Specca **Second: Middleton Frank**

**Roll Call Vote: Yes: Klentzeris, Middleton Frank, Reinisch, Ritterman, Schmieder,
Specca**

Approval: 6-0 (Corbo/Giovanelli/Megariotis-Absent)

PERSONNEL

7. Approval – Rescind Employment Contract for Teacher/Assistant Principal

It is recommended that the Board of Education rescind the employment contract between the Springfield Board of Education and Jared Fudurich as Teacher/Assistant Principal, approved on May 15, 2012.

Motion: Ritterman **Second: Middleton Frank**

**Roll Call Vote: Yes: Klentzeris, Middleton Frank, Reinisch, Ritterman, Schmieder,
Specca**

Approval: 6-0 (Corbo/Giovanelli/Megariotis-Absent)

8. Approval – Rescind Employment Contract for Administrative Stipend

It is recommended that the Board of Education rescind the employment contract between the Springfield Board of Education and Jared Fudurich for an Administrative Stipend, approved on May 15, 2012.

Motion: Ritterman **Second: Middleton Frank**

**Roll Call Vote: Yes: Klentzeris, Middleton Frank, Reinisch, Ritterman, Schmieder,
Specca**

Approval: 6-0 (Corbo/Giovanelli/Megariotis-Absent)

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- 9. Approval – Contract for Assistant Principal Jared Fudurich**
It is recommended that the Board of Education approve a contract for Assistant Principal Jared Fudurich, effective March 27, 2013 through June 30, 2013.
Motion: Specca **Second: Middleton Frank**
Roll Call Vote: Yes: Klentzeris, Middleton Frank, Reinisch, Ritterman, Schmieder, Specca
Approval: 6-0 (Corbo/Giovanelli/Megariotis-Absent)
- 10. Approval – Revised Job Description: Supervisor of Curriculum and Instruction**
It is recommended that the Board of Education approve the revised job description for Supervisor of Curriculum and Instruction.
Motion: Specca **Second: Middleton Frank**
Roll Call Vote: Yes: Klentzeris, Middleton Frank, Reinisch, Ritterman, Schmieder, Specca
Approval: 6-0 (Corbo/Giovanelli/Megariotis-Absent)
- 11. Approval – Revised Job Description: Assistant Principal**
It is recommended that the Board of Education approve the revised job description for Assistant Principal.
Motion: Specca **Second: Middleton Frank**
Roll Call Vote: Yes: Klentzeris, Middleton Frank, Reinisch, Ritterman, Schmieder, Specca
Approval: 6-0 (Corbo/Giovanelli/Megariotis-Absent)
- 12. Approval – Payment for Additional Hours – Professional Development**
It is recommended that the Springfield Board of Education approve payment for additional hours for professional development scheduled for March 28, 2013 for the following staff member:

Staff Member	No. of Hours	Rate of Pay
Marisela Millerline	2 hours	\$36.33

- Motion: Specca** **Second: Ritterman**
Roll Call Vote: Yes: Klentzeris, Middleton Frank, Reinisch, Ritterman, Schmieder, Specca
Approval: 6-0 (Corbo/Giovanelli/Megariotis-Absent)

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POLICY

13. Approval – Second Reading/Adoption of Policy #0132, #2415, #2468, #3230, #4230, #3281, #4281, #8505

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

- #0132 – Executive Authority (Revision)
- #2415 – No Child Left Behind Programs (Revision)
- #2468 – Independent Educational Evaluations (New)
- #3230 – Outside Activities (Revision - Certificated Staff)
- #4230 – Outside Activities (Revision - Support Staff)
- #3281 – Inappropriate Staff Conduct (Revision - Certificated Staff)
- #4281 – Inappropriate Staff Conduct (Revision - Support Staff)
- #8505 – School Nutrition (Revision)

Motion: Specca **Second: Ritterman**
Approval: 6-0 (Corbo/Giovanelli/Megariotis-Absent)

FIELD TRIPS

14. Approval - Field Trip - 2012-2013 School Year

It is recommended that the Springfield Board of Education approve the following field trip for the 2012-2013 school year:

- April 2013, **Burlington Mall**, Grades 5 & 6 Band
- May 2013, **Philadelphia Zoo**, Overnight, Grade 6 Enrichment

Motion: Middleton Frank **Second: Schmieder**
Approval: 6-0 (Corbo/Giovanelli/Megariotis-Absent)

USE OF FACILITIES

15. Approval - Use of Facility

It is recommended that the Board of Education approve use of the facility as follows:

- Home and School Yard Sale**, Saturday, April 20th, 2013; 8:00 a.m. to 2:00 p.m.; (Gymnasium needed if it rains); Person-in-Charge: Cathy Stout

Motion: Specca **Second: Middleton Frank**
Approval: 6-0 (Corbo/Giovanelli/Megariotis-Absent)

OLD BUSINESS:

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NEW BUSINESS:

- (1) Ms. Middleton Frank commented that she appreciates and acknowledges the consideration of strategic planning. She also stated that it may be wise to see what options are out there out of respect for the stakeholders.
- (2) Mr. Schmieder mentioned that NJSBA School Board Notes has a sample resolution posted online in opposition of Senate Bill S-1191 and Assembly Bill A-3627. Mr. Schmieder suggested that it be added to the April 16, 2013 Board Meeting Agenda.
- (3) Mr. Ritterman commented that it is great that we are doing a community newsletter. He thanked Mrs. Conroy for preparing and distributing the newsletter. Mrs. Conroy commended Mr. Fudurich and support staff.
- (4) Mr. Specca mentioned that the November election is approaching. The deadline to file a nominating position is June 6, 2013. The Board will have three open seats.

Public Comment #2:

- (1) Mr. Bucs commented that it is great to see dialogue around strategic planning; doesn't want slowing down – no dampening of effort.
- (2) Mr. Lippincott commented that strategic planning is important and we want to move forward. He suggested that maybe Mrs. Friedman is the best to do the job.

Motion to Adjourn: _____

Time: 8:57 p.m.

Motion: Ritterman

Second: Specca

Approval: 6-0 (Corbo/Giovanelli/Megariotis-Absent)

Respectfully submitted,

Christina Moskal
School Board Administrator/Board Secretary