

**Springfield Township Board of Education
Jobstown, New Jersey 08041
Tuesday, August 21, 2012**

Work Session: 7:00 - 7:15 p.m.

Call to Order: A **Special Meeting** of the Springfield Township Board of Education was called to order by Mr. Specca on Tuesday, August 21, 2012, at 7:15 p.m. in the school library.

Roll Call of Members:

James Specca, President - present	John Megariotis - absent
David Reinisch, Vice President – <i>arrived 7:08 p.m.</i>	Maggie Payne - present
John Ainsworth - present	Michael Ritterman - present
Lisa Giovanelli - present	Dennis Schmieder - present
Wil Klentzeris – <i>arrived 7:02 p.m.</i>	

Others present:

Mrs. Edith Conroy

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 21, 2012, 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, July 17, 2012 Regular Meeting.
Motion: Schmieder **Second: Payne**
Approval: 7-0-1 (Reinisch/Abstain)
2. Request approval for the Minutes of the Tuesday, July 17, 2012 Executive Session.
Motion: Schmieder **Second: Payne**
Approval: 7-0-1 (Reinisch/Abstain)

PUBLIC COMMENT

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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.

Correspondence

Letter dated August 20, 2012 from Wayne Smith

SBA/BS'S REPORT

3. PAYMENT OF BILLS:

2012-2013

Payroll:

Spr. Twp., BOE, Payroll Account-07/30/12 = \$27,832.92 (\$1,659.74 FICA/\$388.17 MEDI)

Spr. Twp., BOE, Payroll Account-08/15/12 = \$26,265.84 (\$1,596.84 FICA/\$373.45 MEDI)

Bills & Claims

Bills & Claims –\$900.00; \$59,751.44; \$2,002.45; \$325.00; \$43,510.40; \$645.00

Motion to approve payment of bills: Giovanelli Second: Ritterman

Roll Call Vote: All Yes

Approval: 8-0

Financial Reports:

4. Request Board approval of Board Secretary and Treasurer's Report – June 2012

Motion: Giovanelli

Second: Payne

Roll Call Vote: All Yes

Approval: 8-0

5. Request Board approval of monthly transfer reports for June 2012. Documents provided to the Board by the Board Office showing budget line item reports for the period ending June 30, 2012 for certification.

Motion: Giovanelli

Second: Payne

Roll Call Vote: All Yes

Approval: 8-0

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6. Approval – 2012-2013 Tax Payment Schedule

A motion is requested to approve the tax payment schedule as follows:

	General Fund	Debt Service	Total
July 18, 2012	\$270,000.00	-0-	\$270,000.00
August 15, 2012	284,616.00	-0-	284,616.00
September 12, 2012	277,308.00	-0-	277,308.00
October 17, 2012	277,308.00	-0-	277,308.00
November 14, 2012	277,308.00	-0-	277,308.00
December 12, 2012	277,308.00	-0-	277,308.00
January 16, 2013	277,308.00	-0-	277,308.00
February 13, 2013	277,308.00	-0-	277,308.00
March 13, 2013	277,308.00	-0-	277,308.00
April 17, 2013	277,308.00	-0-	277,308.00
May 15, 2013	277,308.00	-0-	277,308.00
June 12, 2013	277,308.25	-0-	277,308.25
Totals	\$ 3,327.696.25	-0-	\$3,327.696.25

Motion: Giovanelli

Second: Payne

Roll Call Vote: All Yes

Approval: 8-0

7. 2012-2013 Approved Signatories

A motion is requested to approve signers of bank accounts as follows:

- **Flexible Spending Account** – School Business Administrator/Board Secretary/Superintendent

Motion: Giovanelli

Second: Payne

Roll Call Vote: All Yes

Approval: 8-0

8. Close Cafeteria Bank Account

Be it resolved, as per the school district auditor's recommendation, the cafeteria fund account will be closed and the funds transferred to the General Fund account.

Motion to Table: Giovanelli

Second: Payne

Roll Call Vote: Yes-5/No-3

Motion Tabled

9. Approval – Authorization for Disposal of Obsolete Books

Be it resolved that the Springfield Township Board of Education declare the following obsolete books surplus and authorizes the School Business Administrator to dispose of same:

World Book Encyclopedia Set of 19 books/A-Z
Library of Congress Catalog Number 63-7006
Copyright 1962

Motion: Schmieder

Second: Giovanelli

Approval: 8-0

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SUPERINTENDENT'S REPORT

ENROLLMENT (as of August 9, 2012)

	<u>11/12</u>	<u>12/13</u>
Kindergarten	36	28
Mrs. Carter	4	3
First Grade	30	34
Second Grade	28	31
Third Grade	38	28
Fourth Grade	43	37
Fifth Grade	51	43
Sixth Grade	52	53
<u>Out of District Placement</u>	<u>3</u>	<u>3</u>
Total	285	260

Superintendent's Update

- All of the twelve-month staff have been working diligently to get the school ready for September: Maintenance, Board Office, Main Office, Computer Technology
- Teachers have been attending voluntary workshops on literacy throughout the summer: Pilot classes 1, 1, 2, 4, 5/Balanced Literacy
- NCLB Grant Funds – contracting with a Literacy Coach who attended Columbia Teacher's College

Information Enclosed

- 2012-2013 Contract Chart

Important Dates

September 3, 2012 – Schools Closed – Labor Day
September 4, 2012 – Staff In-Service
September 5, 2012 – Staff In-Service/Meet, Greet & Treat, 2:15 to 3:15 p.m.
September 6, 2012 – First Day of School for Students
September 9, 2012 – Home and School Meeting, 7:00 to 9:00 p.m.
September 14, 2012 – School Picture Day
September 18, 2012 – Board of Education Meeting

CONTRACTS

10. Approval - OT Services for Extended School Year Program – 2012

Resolved, that the Board of Education approve Heartland Rehabilitation Services to provide OT services for the Extended School Year Program. Services to be provided one time per week for four weeks (July 9 through 26, 2012).

Motion: Ainsworth

Second: Payne

Approval: 7-0-1 (Schmieder/Abstain)

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- 11. Approval – BCSSD Tuition Rates – 2012-2013 School Year**
Resolved, that the Board of Education approve the Burlington County Special Services School District Tuition Rates for the 2012-2013 school year (enclosed).
Motion: Payne **Second: Giovanelli**
Roll Call Vote: All Yes
Approval: 8-0
- 12. Approval – Extended School Year Contract – Mansfield Township**
Resolved, that the Board of Education approve the tuition contract agreement with Mansfield Township Board of Education for 1:1 Aide Services in the amount of \$1,143.00 for the period July 9, 2012 through August 9, 2012.
Motion: Payne **Second: Giovanelli**
Roll Call Vote: All Yes
Approval: 8-0
- 13. Approval – Paul’s Commodity Hauling Contract**
Resolved, that the Board of Education approve the contract with Paul’s Commodity Hauling for the purpose of hauling state commodities from the Safeway Cold Storage facility in Vineland, New Jersey to Springfield Township School District for the 2012-2013 school year. Cost per case is \$2.95; minimum charge per school trip of \$90 when there are less than 30 cases.
Motion: Payne **Second: Giovanelli**
Roll Call Vote: All Yes
Approval: 8-0
- 14. Approval – Independent Consultant’s Agreement – Physical Therapist**
Resolved, that the Board of Education approve the agreement for independent consultant services for Physical Therapy provided by Lauren McWhirk for the 2012-2013 school year at the rate of \$65.00 per hour.
Motion: Payne **Second: Giovanelli**
Roll Call Vote: All Yes
Approval: 8-0
- 15. Approval – Machado Law Group – Legal Services Agreement 2012-2013**
Resolved, that the Board of Education approve the Machado Law Group as the Board’s legal counsel, effective July 1, 2012 through June 30, 2013
Motion: Payne **Second: Giovanelli**
Roll Call Vote: All Yes
Approval: 8-0
- 16. Approval – Subfinder Agreement - Pemberton Township- 2012-2013**
Resolved, that the Board of Education approve the Subfinder Agreement with the Pemberton Township School District for the 2012-2013 school year at a yearly rate of \$25.00 per teacher on the rolls as of September 15, 2012.
Motion: Payne **Second: Giovanelli**

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**Roll Call Vote: All Yes
Approval: 8-0**

- 17. Approval – Special Education Tuition Contract Agreement – Y.A.L.E. School**
Resolved, that the Board of Education approve the Mandated Tuition Contract for Students with Disabilities with the Y.A.L.E. School for the 2012-2013 school year (July through June) at a tentative tuition rate of \$47,034.00.

Motion: Payne **Second: Giovanelli**
Roll Call Vote: All Yes
Approval: 8-0

- 18. Approval – YMCA Primetime Contract – 2012-2013**

Resolved, that the Board of Education approve the 2012-2013 Primetime Contract for before and after school care through the YMCA of Burlington County.

Motion: Payne **Second: Giovanelli**
Roll Call Vote: All Yes
Approval: 8-0

- 19. Approval – Staff Development Educational Consultant Contract**

Resolved, that the Board of Education approve a contract for Sophie Trecker as an educational consultant to provide Literacy Staff Development at a fee of \$1,200 per Day to be paid out of the NCLB Grant.FY2013.

Motion: Payne **Second: Giovanelli**
Roll Call Vote: All Yes
Approval: 8-0

GRANTS

- 20. Approval – No Child Left Behind Grant (NCLB) 2012-2013**

It is recommended that the Board of Education hereby authorizes the submission of the NCLB Application for FY2012 and accepts the grant award of these funds upon the subsequent approval of the FY2012 NCLB Application:

Title I Part A	\$12,896.00
Title II Part A	\$ 5,022.00
Title III	\$ 261.00
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Total	\$18,179.00

Motion: Ainsworth **Second: Giovanelli**
Roll Call Vote: All Yes
Approval: 8-0

- 21. Approval – Individuals with Disabilities Education Act (IDEA) Grant 2012-2013**

It is recommended that the Board of Education hereby authorizes the submission of the IDEA Application for the FY2012-2013 and accepts the grant award of these funds upon the subsequent approval of the FY2012-2013 IDEA Grant Application:

Basic	\$76,011.00
Out-of-District Tuition	\$ 1,584.00
Pre-School	\$ 4,803.00
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Michael Colling, Treasurer of School Monies, be terminated effective September 30, 2012.

Motion: Giovanelli

Second: Payne

Roll Call Vote: All Yes

Approval: 8-0

26. Approval – Revision in Hours – Special Education Extended Year Program – 2012

It is recommended that the Board of Education approve the revision in the number of hours for the following staff members for the 2012 Special Education Extended Year Program:

Staff Member	Position	No. of Hours	Rate of Pay	Dates
Lisa Horta	Speech	12	\$36.33	July 9-26, 2012
JoAnn Ricciani	Nurse	30	\$36.33	July 9-26, 2012
Rebecca Schweitzer	Guidance Counselor	25	\$36.33	July 9-26, 2012
Karen Wassall	Bus Driver	40	\$18.17	July 9-26, 2012
Madeline Zacharkow	Teacher	2.75	\$36.33	July 9-26, 2012

Motion: Payne

Second: Ainsworth

Roll Call Vote: Yes-7/Abstain-1 (Schmieder)

Approval: 7-0-1

27. Approval – Additional Summer Workdays – Jared Fudurich

It is recommended that the Board of Education approve up to two (2) additional work days for Jared Fudurich (at his per diem rate), during the summer of 2012 only, to transition with Mrs. Edith Conroy.

Motion: Giovanelli

Second: Payne

Roll Call Vote: All Yes

Approval: 8-0

28. Approval – Aide Training – 2012-2013

It is recommended that the Board of Education approve three days of aide training for Karen Wassall. The training will take place at Mansfield School District on August 21, 22, and 23, 2012, from 9:00 a.m. to 2:00 p.m. at \$18.17 per hour rate of pay.

Motion: Giovanelli

Second: Ainsworth

Roll Call Vote: All Yes

Approval: 8-0

29. Approval – Student Teacher - 2012

It is recommended that the Board of Education approve the acceptance of a clinical practice-student teacher, Ms. Chelsie Flake, from Rowan University for the period September 4, 2012 through December 20, 2012. Ms. Flake will student teach with Mrs. Tracy Seitz.

Motion: Giovanelli

Second: Payne

Roll Call Vote: Yes-6/Abstain-2 (Ritterman & Schmieder)

Approval: 6-0-2

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FIELD TRIP

30. Approval - Field Trips – 2012-2013 School Year

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

September 2012 - Grade 6, **Camp Ockanickon**, Medford, NJ;
9:00 a.m. - 5:00 p.m. (Mrs. Sepessy, Mrs. Palazzi, Mr. Luyber, Nurse)

May, 2013 - Grade 6, **Washington, DC**, 6:00 a.m. - 10:00 p.m.
(Mr. Luyber, Mrs. Palazzi, Mrs. Sepessy)

Motion: Ainsworth

Second: Payne

Approval: 8-0

OTHER

31. Travel Approval

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: Ritterman

Second: Payne

Approval: 6-2

OLD BUSINESS:

Finance and Facilities Meetings

Dennis Schmieder: Goal setting with Mary Ann Friedman

NEW BUSINESS:

Lisa Giovanelli: discussion of audit findings

Public Comment #2:

Motion to Enter Executive Session: Time: 8:35 p.m.

Purpose: Personnel/Legal Matter

Motion: Ainsworth

Second: Ritterman

Approval: 8-0

Motion to return to Regular Session: Time: 9:17 p.m.

Motion: Giovanelli

Second: Payne

Approval: 8-0

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Motion to Adjourn: _____

Time: 9:17 p.m.

Motion: Ritterman

Second: Payne

Approval: 8-0

Respectfully submitted,

Edith Conroy
Superintendent/Assistant Board Secretary