

Springfield Township Board of Education
Jobstown, New Jersey 08041
Tuesday, November 20, 2012

Work Session: 7:11 p.m.

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

Roll Call of Members:

James Specca, President - present	John Megariotis - present
David Reinisch, Vice President - present	Maggie Payne - present
John Ainsworth - present	Michael Ritterman - present
Lisa Giovanelli - present	Dennis Schmieder - 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 of the Springfield Township Board of Education to be held on Tuesday, November 20, 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, October 16, 2012 Regular Meeting.
Motion: Schmieder **Second: Ritterman**
Approval: 9-0
2. Request approval for the Minutes of the Tuesday, October 16, 2012 Executive Session.
Motion: Schmieder **Second: Payne**
Approval: 9-0
3. Request approval for the Minutes of the Wednesday, November 7, 2012 Special Meeting.
Motion: Ritterman **Second: Schmieder**
Approval: 6-0-3 (Payne/Klentzeris/Reinisch-Abstained)

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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: None

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

None

SBA/BS'S REPORT

4. PAYMENT OF BILLS:

2012-2013

Lunchroom:

10/18/2012 – Invoice #790101112 = \$2,383.81

10/25/2012 – Invoice #790101812 = \$2,453.78

11/01/2012 – Invoice #790102512 = \$2,229.74

11/08/2012—Invoice #790110112 = \$1,301.22

11/15/2012 – Invoice #790110812 = \$2,595.04

Total: \$10,963.59

Payroll:

Spr. Twp., BOE, Payroll-10/30/12 = \$126,791.79 (\$7,680.39 FICA/\$1,796.21 MEDI)

Spr. Twp., BOE, Payroll-11/15/12 = \$128,213.43 (\$7,768.53 FICA/\$1,816.83 MEDI)

Bills & Claims

Bills & Claims – \$64,083.06; \$79,063.68; \$19.47

Motion to approve payment of bills: Giovanelli Second: Payne

Roll Call Vote: All Yes

Approval: 9-0

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SUPERINTENDENT'S REPORT

ENROLLMENT *(as of November 8, 2012)*

	<u>11/12</u>	<u>12/13</u>
Kindergarten	36	27
Mrs. Carter	4	4
First Grade	30	34
Second Grade	28	31
Third Grade	38	31
Fourth Grade	43	37
Fifth Grade	51	46
Sixth Grade	52	53
Out of District Placement	3	3
Total	285	266

Superintendent's Update

- Demographic Study
- Parent/Teacher Conferences
- Hurricane Sandy update
- Genesis Grade Book – Parents Portal – Grades 3-6

Information Enclosed

- School Nurse's Monthly Report – October 2012
- HIB Report – November 2012

Important Dates

November 22-23, 2012 – Thanksgiving Recess/School Closed
December 18, 2012 – Board of Education Meeting

CONTRACT

5. Approval – Special Education Tuition Contract Agreement – BCSSSD

Resolved, that the Board of Education approve the Special Education Tuition Contract Agreement with the Burlington County Special Services School District for an E.H. student for the 2012-2013 school year.

Motion: Giovanelli

Second: Schmieder

Roll Call Vote: All Yes

Approval: 9-0

PLANS

6. Approval – QSAC District Performance Review and Statement of Assurance

A motion is requested to approve and submit the NJQSAC District Performance Review (DPR) and Statements of Assurance (SOA) for the 2012-2013 school year.

Motion: Payne

Second: Schmieder

Roll Call Vote: All Yes

Approval: 9-0

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CURRICULUM AND PROGRAM

7. Approval – District Evaluation Advisory Committee (DEAC)

It is recommended that the Board of Education approve the following staff as members of the Springfield Township District Evaluation Advisory Committee (DEAC) created to ensure stakeholder engagement in evaluation reform:

Edith Conroy
Jared Fudurich
Christine Skinner
Sandy Secouler
James Specca
Christine Stout-Baum

Motion: Schmieder
Approval: 9-0

Second: Giovanelli

8. Approval – Adoption of the Danielson Teacher Evaluation System

It is recommended that the Board of Education adopt the Danielson Teacher Evaluation System to be utilized for observation and evaluation of staff.

Motion: Giovanelli
Approval: 9-0

Second: Payne

PERSONNEL

9. Approval – Change in Start Date – School Business Administrator

It is recommended that the Board of Education approve a change in start date for Christina Moskal as School Business Administrator from November 7, 2012 to November 1, 2012.

Motion: Giovanelli
Roll Call Vote: All Yes
Approval: 9-0

Second: Payne

10. Approval – Payment for Professional Development and Retroactive Overtime

It is recommended that the Board of Education approve payment for services as listed below:

Staff Member	Reason	Date	No. of Hours	Rate of Pay
Marcia Eisner	Professional Development	11/27/12	3.75	\$36.33
Danella Polhamus	Fall Fest	10/27/12	8.5	\$22.07
Joseph Knewasser	Fall Fest	10/27/12	8.5	\$19.69

Motion: Giovanelli

Second: Ritterman

**Roll Call Vote: Yes: Ainsworth/Giovanelli/Payne/Schmieder/Reinisch/
Ritterman/Specca**

No: Klentzeris/Megariotis

Approval: 7-2

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11. Pre- Approval – Maintenance and Custodial Overtime

It is recommended that the Board of Education pre-approve overtime payment, not to exceed 20 hours, for each maintenance and custodial staff member for Home and School events and/or snow removal, as needed, for the remainder of the 2012-2013 school year.

Motion: Giovanelli

Second: Payne

Roll Call Vote: All Yes

Approval: 9-0

12. Approval – Substitute Custodian Rate of Pay – 2012-2013

It is recommended that the Board of Education approve the substitute custodian rate of pay as \$12 per hour for the 2012-2013 school year.

Motion: Giovanelli

Second: Ritterman

Roll Call Vote: All Yes

Approval: 9-0

13. Approval – Custodial Staff Substitute Rate of Pay – 2012-2013

It is recommended that the Board of Education approve the following custodial staff as a substitute custodian at their regular hourly rate of pay:

Staff Member	Rate of Pay
Luis Lopez	\$17.23
John Webster	\$14.78

Motion: Giovanelli

Second: Ritterman

Roll Call Vote: All Yes

Approval: 9-0

14. Approval – Appoint Substitute Nurse – 2012-2013

It is recommended that the Board of Education approve the appointment of Ms. Susan L. Gower as a substitute nurse for the 2012-2013 school year. (Candidate has successfully completed all certification paperwork and a criminal background check).

Motion: Giovanelli

Second: Ritterman

Roll Call Vote: All Yes

Approval: 9-0

15. Approval – Appoint Substitute Teacher – 2012-2013

It is recommended that the Board of Education approve the appointment of Ms. Chelsie Flake as a substitute teacher for the 2012-2013 school year (pending candidate's successful completion of all substitute certification paperwork and a criminal background check).

Motion: Giovanelli

Second: Ritterman

Roll Call Vote: All Yes

Approval: 9-0

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16. Approval – 2012-2013 Purchasing Practices

A motion is requested to appoint Christina Moskal as Purchasing Agent for the Springfield Township School District for the 2012-2013 school year and to facilitate and authorize payment of bills between Board Meetings.

Motion: Giovanelli

Second: Payne

Roll Call Vote: All Yes

Approval: 9-0

17. Approval – 2012-2013 Compliance Appointments

A motion is requested to appoint Christina Moskal as Affirmative Action Officer for Purchasing and OPRA Officer for the 2012-2013 school year.

Motion: Giovanelli

Second: Payne

Roll Call Vote: All Yes

Approval: 9-0

FIELD TRIPS

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

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

March 2013 - Grade 1- ***Adventure Aquarium***, Camden, NJ

Motion: Giovanelli

Second: Payne

Roll Call Vote: All Yes

Approval: 9-0

USE OF FACILITY

19. Approval - Use of Facility

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

Girls Scouts Junior Troop 22139 – Art Room; December 4, 2012;
3:20-5:00 p.m.; Persons-in-Charge: Cara Scaglione, Alma Zalesky,
Michele Mazakas

NBSC Soccer Practice – Gymnasium; November 23, 2013-March 30,
2013; 8:00 a.m.–7:00 p.m. (coordinated with Spring Recreation Program
through S. Dennis); Persons-in-Charge: David Grupp, Christine Alpin,
David Reinisch

Motion: Giovanelli

Second: Ritterman

Approval: 8-0-1 (Reinisch-Abstained)

OTHER

20. 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

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

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**Motion: Giovanelli
Approval: 9-0**

Second: Ritterman

21. Approval - Schedule and Advertise Reorganization Meeting

A motion is requested to schedule and advertise the Reorganization Meeting of the Springfield Township Elementary School for Wednesday, January 2, 2013 at 7:15 p.m., in the school library.

**Motion: Giovanelli
Approval: 9-0**

Second: Ritterman

22. Approval – Authorization for Disposal of Surplus Obsolete Equipment

Be it resolved that the Springfield Township Board of Education declare the following items of equipment obsolete surplus and authorize the School Business Administrator to dispose of and delete from the District's Fixed Assets records:

Old Piano from Music Room
Desk from Board of Education Office

**Motion: Giovanelli
Approval: 9-0**

Second: Payne

OLD BUSINESS:

Mr. Megariotis would like to know when a contract will be expiring – like to know a couple of months in advance. Mrs. Conroy will resend electronically.

NEW BUSINESS:

Safety Award -- \$4,500.

Public Comment #2:

Laurie Middleton Frank – (1) Regarding the Writer's Workshop Packet – obvious improvement; she's thankful and impressed. (2) Why is the library only open four days per week? Mrs. Conroy explained that this is due to budgetary cuts in 2010.

Motion to Adjourn: _____

Time: 8:03 p.m.

**Motion: Giovanelli
Approval: 9-0**

Second: Ritterman

Respectfully submitted,

Christina Moskal
School Business Administrator/Board Secretary