

**Springfield Township Board of Education**  
**Jobstown, New Jersey 08041**  
**Tuesday, December 18, 2012**

**Work Session:** 7:00 p.m.

**Call to Order:** A **Regular Meeting** of the Springfield Township Board of Education was called to order by Mr. Specca on Tuesday, December 18, 2012, at 7:11 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 - absent	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, December 18, 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 followed by a moment of silence.

**Minutes:**

1. Request approval for the Minutes of the Tuesday, November 20, 2012 Regular Meeting.

**Motion: Schmieder**

**Second: Ritterman**

**Approval: 8-0**

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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.*

**Correspondence**

None

**SBA/BS'S REPORT**

**2. PAYMENT OF BILLS:  
2012-2013**

**Lunchroom:**

11/22/2012 – Invoice #790111512 = \$2,317.57

11/29/2012 – Invoice #790112212 = \$2,707.78

12/06/2012 – Invoice #790112912 = \$2,146.10

12/13/2012 – Invoice #790120612 = \$2,950.09

**Total: \$10,121.54**

**Payroll:**

**Spr. Twp., BOE, Payroll-11/30/12 = \$128,073.82 (\$7,759.87 FICA/\$1,814.79 MEDI)**

**Spr. Twp., BOE, Payroll-12/15/12 = \$130,445.38 (\$7,906.90 FICA/\$1,849.18 MEDI)**

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

**Roll Call Vote: All Yes**

**Approval: 8-0**

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**SUPERINTENDENT'S REPORT**

**ENROLLMENT** *(as of December 5, 2012)*

	<u>11/12</u>	<u>12/13</u>
Kindergarten	36	27
Mrs. Carter	4	4
First Grade	30	34
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
<b>Total</b>	<b>285</b>	<b>265</b>

**Superintendent's Update**

- Presentation
- Handicapped parking spots – need to be identified as handicapped spots more clearly; ordering more signs
- Safety and security plan updates

**Information Enclosed**

- School Nurse's Monthly Report – November 2012
- HIB Report – December 2012
- Nutri-Serve Food Management Update – December 2012

**Important Dates**

December 21, 2012 –Early Dismissal/Winter Break through January 1, 2013  
January 2, 2013 – Reorganization Meeting; 7:15 p.m.  
January 15, 2013 – Board of Education Meeting; 6:00

**CURRICULUM AND PROGRAM**

**3. Approval – Adoption of the Northern Burlington County Regional School District Principal Evaluation Tool**

It is recommended that the Board of Education adopt the Northern Burlington Regional School District Principal Evaluation Tool to be utilized for observation and evaluation of the assistant principal.

**Motion: Schmieder**

**Second: Payne**

**Approval: 7-0-1 (Ritterman/Abstain)**

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**PERSONNEL**

**4. Acceptance – Retirement of Secretary to the Superintendent**

Resolved, that the Board of Education regretfully accepts the retirement of Mrs. Ruth Abbott, effective March 1, 2013, after 17 years of service to our school community.

**Motion: Schmieder**

**Second: Payne**

**Roll Call Vote: Ainsworth, Megariotis, Payne, Schmieder, Reinisch, Ritterman,  
Specca: Yes; Klentzeris: Abstain**

**Approval: 7-0-1**

**5. Approval – Appointment of Substitute Teacher - 2012-2013 School Year**

It is recommended that the Board of Education approve the appointment of Ms. Kelly Walsh as a substitute teacher for the 2012-2013 school year. (Candidate has all necessary paperwork and criminal history fingerprint approval.)

**Motion: Payne**

**Second: Ritterman**

**Roll Call Vote: All Yes**

**Approval: 8-0**

**6. Approval- Appointment of Substitute Nurse - 2012-2013 School Year**

It is recommended that the Board of Education approve the appointment of Mrs. Valla Klettke as a substitute nurse for the 2012-2013 school year. (Candidate has all necessary paperwork and criminal history fingerprint approval.)

**Motion: Payne**

**Second: Schmieder**

**Roll Call Vote: All Yes**

**Approval: 8-0**

**7. Approval - Classroom Observation - Fairleigh Dickinson Student**

It is recommended that the Board of Education approve Ms. Sophie Adeyemo, a Fairleigh Dickinson University student, to observe in Ms. Amy Lueckel's classroom for the period January 7-January 18, 2013, for a total of 10 days.

**Motion: Payne**

**Second: Schmieder**

**Roll Call Vote: All Yes**

**Approval: 8-0**

**8. Approval - Classroom Observation – Ashley Megariotis**

It is recommended that the Board of Education approve Ms. Ashley Megariotis, to observe in a special education and general education classroom for up to a total of four (4) hours.

**Motion: Payne**

**Second: Reinisch**

**Roll Call Vote: Ainsworth, Payne, Schmieder, Reinisch, Ritterman, Specca: Yes;  
Klentzeris, Megariotis: Abstain**

**Approval: 6-0-2**

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**FIELD TRIPS**

**9. 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:

January 2012 - Grade 4 - **Burlington County Library**

January 2012 - Grade 3 - **Burlington County Library**

**Motion: Schmieder**

**Second: Payne**

**Approval: 8-0**

**USE OF FACILITY**

**10. Approval - Use of Facility**

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

***Adult Basketball, Springfield Township Recreation Committee*** – Three Fridays: January 18, 25 & February 1, 2013; Seven Sundays: February 10 through March 24, 2013; 8:00-10:00 p.m.; Gymnasium  
Person-in-Charge: Dana Eglinton

**Motion: Schmieder**

**Second: Payne**

**Approval: 8-0**

**OTHER**

**11. Travel Approval**

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

**Motion: Schmieder**

**Second: Payne**

**Approval: 8-0**

**OLD BUSINESS:**

Mr. Ainsworth wished the Board and Administration the best of luck in the future.  
Best and worst day for Board of Education Members

**NEW BUSINESS:**

Mr. Ritterman asked if there was any way the Board can get an electronic Board of Education packet.

A motion was requested by Mr. Megariotis and seconded by Mr. Reinisch to post the Board of Education and Main Office secretarial positions.

**Motion: Megariotis**

**Second: Reinisch**

**Approval: 8-0**

Mr. Reinisch asked about rotating roll calls.

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**Public Comment #2:**

**Motion to Adjourn:** \_\_\_\_\_

**Motion: Megariotis**

**Approval: 8-0**

**Time: 7:55 p.m.**

**Second: Ritterman**

Respectfully submitted,

Christina Moskal  
School Board Administrator/Board Secretary