

**Springfield Township Board of Education
Jobstown, NJ 08041
Meeting Minutes – Regular Meeting
Tuesday, August 19, 2014**

- b. Minutes of the Wednesday, July 9, 2014 Board Retreat
Motion: Schmieder **Second: Madia**
**Roll Call Vote: Yes-Eaton/Giovanelli/Madia/Reinisch/Ritterman/Schmieder
Specca
No-Bucs**
Approval: 7-1 (Corbo-Absent/Bucs-No)
- c. Minutes of the Thursday, July 10, 2014 Work Session
Motion: Schmieder **Second: Madia**
Roll Call Vote: All Yes
Approval: 8-0 (Corbo-Absent)
- d. Minutes of the Thursday, July 10, 2014 Executive Session
Motion: Schmieder **Second: Madia**
Roll Call Vote: All Yes
Approval: 8-0 (Corbo-Absent)
- e. Minutes of the Tuesday, July 15, 2014 Regular Meeting
Motion: Schmieder **Second: Madia**
Roll Call Vote: All Yes
Approval: 8-0 (Corbo-Absent)

PUBLIC COMMENT

Before a matter is placed on the agenda, Administration has thoroughly reviewed it. Board Members preview the agenda items five days prior to the meeting and discuss questionable items with the Superintendent.

The Springfield Township BOE welcomes public comment during our public meetings. Please be advised, neither School Board Members nor Administration shall engage the audience in dialogue or attempt to respond to a particular comment at that time. However, the appropriate Administrator or Board Representative will issue a reply in a timely manner. If a response is requested, please provide your contact information on the sign-in sheet or contact the Administration separately. Public Comment #1 is reserved for agenda specific comments or statements. Public Comment #2 is for general comments or statements.

Public Comment #1:

Correspondence

Letter of resignation from Marcia Eisner dated August 11, 2014
Letter of resignation from Chelsea Ernst dated August 11, 2014

Presentation – Bob Garrison, Garrison Architects

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2. FINANCE

Based on the recommendation of the Superintendent, I move that the following financial action(s) be approved:

a. Payment of Bills and Financial Reports:

Approve the report of the Board Secretary and the monthly certification that no budgetary line item has been over-expended in violation of N.J.A.C. 6A:23-1-22 for **June 2014**.

Approve the Business Administrator's monthly report of transfers for **June 2014** as itemized documenting transfers in accordance with N.J.S.A. 18A:22-9.1.

Approve the **June 2014** A-149 schedule delineating account activity and account reconciliation.

Approve the Food Service Bill List and Bank Reconciliation for the period **June 2014**.

Approve the Student Activity Bill List and Bank Reconciliation for the period **June 2014**.

Approve the Unemployment Trust Bill List and Bank Reconciliation for the period **June 2014**.

Approve the Agency Bill List and Bank Reconciliation for the period **June 2014**.

Approve the Payroll Bills list for **June 19, 2014, June 30, 2014, July 30, 2014** and **August 15, 2014**.

Approve the issuance of warrants (checks) for the payment of the items on the Accounts Payable Bills List (including payroll) for **June 30, 2014** in the amount of \$437,795.60 and **August 2014** in the amount of \$161,953.16.

Motion: Specca

Second: Giovanelli

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

SBA/BS's REPORT

Food Service – Profit/Loss

- June 2014 Profit/(Loss): (\$1,814.56)
- Year-to-Date Profit/(Loss): (\$4,161.29)

SUPERINTENDENT'S REPORT

ENROLLMENT (as of August 5, 2014)

	<u>13/14</u>	<u>14/15</u>
Pre-School	-	8
Kindergarten	25	29

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Mrs. Carter	6	4
First Grade	28	26
Second Grade	34	28
Third Grade	32	34
Fourth Grade	33	33
Fifth Grade	40	34
Sixth Grade	48	38
Out-of-District Placement	5	0
Total	251	234

Superintendent's Update

Information Enclosed

District Mentor Plan

Important Dates

September 1, 2014 -- Labor Day/School Closed
 September 2-3, 2014 -- Staff Professional Development
 September 4, 2014 -- First Day of School
 September 9, 2014 -- BOE Work Session Meeting; 6:30 p.m.
 September 16, 2014 -- BOE Regular Meeting; 6:30 p.m.
 September 18, 2014 -- Back to School Night

3. CURRICULUM AND PROGRAM

Based on the recommendation of the Superintendent, I move that the following curriculum and program action(s) be approved:

a. Approval – English Language Services Three-Year Program Plan 2014-2017 (REVISED)

It is recommended that the Board of Education approve the submission of the Revised English Language Services Three-Year Program Plan, 2014-2017.

Motion: Specca **Second: Madia**

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

b. HIB Grades Self-Assessment Submission

It is recommended that the Board of Education approve the data for submission of the 2014 HIB Grades Self-Assessment.

Motion: Specca **Second: Madia**

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

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4. CONTRACT

Based on the recommendation of the Superintendent, I move that the following contractual action(s) be approved:

a. Approval – Burlington County School Crisis Response Team

Resolved, that the Board of Education authorize district participation in the Burlington County School Crisis Response Team for the 2014-2015 school year.

Motion: Bucs

Second: Giovanelli

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

b. Approval – Burlington County Inclusion Project (BCIP)

Resolved, that the Board of Education authorize district participation in the Burlington County Inclusion Program for the 2014-2015 school year.

Motion: Bucs

Second: Giovanelli

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

c. Approval – 2014-2015 School Physician/Health Officer: Virtua Medical Group

Resolved, that the Board of Education approve Virtua Medical Group as School Physician/Health Officer for the 2014-2015 school year. Services to be provided:

Retainer Fee: \$1,824.00 (\$53.00 increase)

Student/Child Study Physicals: \$60.00 (\$5.00 increase);

Employee Physical: \$100.00 (\$20.00 increase);

Athletic Exam: \$11.00 (no increase).

Motion: Bucs

Second: Giovanelli

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

d. Approval – BCESU Joint Transportation Agreements – 2014-2015

Resolved, that the Board of Education approve the Joint Transportation Agreements with BCESU for the following: Special Education Winter Bus Routes; Special Education Summer School Routes; Public, Non-Public and Vocational Schools Routes for the 2014-2015 school year.

Motion: Bucs

Second: Giovanelli

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

e. Approval – Subfinder Agreement – Pemberton Township – 2014-2015

Resolved, that the Board of Education approve the Subfinder Agreement with the Pemberton Township School District for the 2014-2015 school year.

Motion: Bucs

Second: Giovanelli

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

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5. PERSONNEL

Based on the recommendation of the Superintendent, I move that the following personnel action(s) be approved:

a. Approval – Payment for Additional Hours

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

Staff Member	Reason	Date(s)	No. of Hours	Rate of Pay
Adam Jarvela	Professional Development	September 3, 2014	6.75	\$36.33
		December 5, 2014	2.0	
Marisela Millerline	Professional Development	November 10, 2014	6.75	\$36.33
		December 5, 2014	2.0	
Sherry Preisig	Proctor MAP Testing	September 16-26, 2014; 9 days/2 hours a day	18	\$15.05
Clarene Spennato	Professional Development	November 10, 2014	6.75	\$36.33
		December 5, 2014	2.0	
Jack Thorn	Mandated Training	September 2, 2014	2.0	\$15.18

Motion: Giovanelli

Second: Ritterman

**Roll Call Vote: Yes-Bucs/Eaton/Giovanelli/Madia/Reinisch/Ritterman/
Schmieder**

Abstain-Specca

Approval: 7-0-1 (Corbo-Absent/Specca-Abstain)

b. Approval – Appointment of Long-Term Substitute Teacher for Disability Leave

It is recommended that the Board of Education approve the appointment of Patricia M. Towhey as a long-term substitute teacher for grade two (Disability Leave: Ashley Traino) beginning November 24, 2014 through March 2, 2015 at BA-Step 1, \$51,280 prorated; not eligible for benefits (pending successful completion of fingerprinting and criminal background check).

Motion: Giovanelli

Second: Ritterman

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

c. Approval – Appointment of Substitute Teacher

It is recommended that the Board of Education approve the appointment of Mrs. Kim Little as a substitute teacher for the 2014-2015 school year. (Candidate has successfully completed all necessary paperwork and fingerprinting/criminal background check).

Motion: Giovanelli

Second: Ritterman

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

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d. Approval - Appointment of Music Teacher (.7)

It is recommended that the Board of Education approve the appointment of Mr. Adam Jarvela as a music teacher for the 2014-2015 school year, BA-Step 3 at a salary of \$36,456 (pending successful completion of fingerprinting and criminal background check).

Motion: Giovanelli

Second: Ritterman

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

e. Rescind Motion to Appoint Before School/Student Monitoring Aide – 2014-2015

It is recommended that the Board of Education rescind the motion (passed at the June 17, 2014 Board Meeting) appointing Margaret Gonzalez and Denise Buffa to share the position of Before School/Student Monitoring Aide for the 2014-2015 school year, from 8:15 to 8:45 a.m. each day that school is in session, 30 minutes a day at the negotiated contract rate of \$18.17 per hour.

Motion: Giovanelli

Second: Ritterman

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

f. Approval – Appointment of Before School/Student Monitoring Aide – 2014-2015 Revised

It is recommended that the Board of Education approve Margaret Gonzalez as a Before School/Student Monitoring Aide for the 2014-2015 school year, from 8:15 to 8:45 a.m. each day that school is in session, 30 minutes per day at the negotiated contract rate of \$18.17 per hour.

Motion: Giovanelli

Second: Ritterman

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

g. Approval – Appointment of A.M. and P.M. Bus Aides – 2014-2015

It is recommended that the Board of Education approve Denise Buffa as a morning bus aide and Annette Capra as an afternoon bus aide for the 2014-2015 school year at the negotiated contract rate of \$18.17 per hour.

Motion: Giovanelli

Second: Ritterman

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

h. Acceptance – Resignation of Librarian/Media Specialist

Resolved, that the Board of Education regrettably accepts the resignation of Mrs. Marcia Eisner, Librarian/Media Specialist.

Motion: Giovanelli

Second: Ritterman

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

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i. Acceptance – Resignation of Special Education Teacher

Resolved, that the Board of Education regrestfully accepts the resignation of Ms. Chelsea Ernst, Special Education Teacher.

Motion: Giovanelli

Second: Ritterman

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

6. POLICY

Based on the recommendation of the Superintendent, I move that the following policy action(s) be approved:

a. Approval – Second Reading and Adoption – Policy #3283 and #4283

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

Policy #3283 Electronic Communications Between Teaching Staff Members and Students NEW

Policy #4283 Electronic Communications Between Support Staff Members and Students NEW

Motion: Schmieder

Second: Madia

Roll Call Vote: Yes-Eaton/Giovanelli/Madia/Ritterman/Reinisch/Schmieder/ Specca

Abstain-Bucs

Approval: 7-0-1 (Corbo-Absent/Bucs-Abstain)

b. Approval – First Reading – Policy and Regulations: #2412 (M) (Revised), #2417 (M) (Revised), #2481(M) (Revised), #5200 (M) (Revised), #5610 (M) (Revised), #5611 (M) (Revised), # 5612 (M) P-Revised/R-New), #5613 (M) (New), #8462 (M) (Revised), Policy #5620 (Revised)

It is recommended that the Board of Education approve for first reading the following new and/or revised policies and regulations prepared by Strauss Esmay:

P & R #2412 Home Instruction Due to Health Condition (M) (Revised)

P & R #2417 Student Intervention & Referral Services (M) (Revised)

P & R #2481 Home or Out-of-School Instruction for a General Education Student for Reasons Other Than a Temporary or Chronic Health Condition (M) (Revised)

P & R #5200 Attendance (M) (Revised)

P & R #5610 Suspension (M) (Revised)

P & R #5611 Removal of Students for Firearms Offenses (M) (Revised)

P #5612 Assaults on District Board of Education Members or Employees (M) (Revised)

R #5612 Assaults on District Board of Education Members or Employees (M) (New)

P & R #5613 Removal of Students for Assaults with Weapons Offenses (M) (New)

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Schedule #1 – The Board pre-approves any staff travel represented on current lists of staff travel with costs relating to workshop fees, lodging, meals and mileage reimbursement.

Motion: Giovanelli

Second: Madia

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

10. OTHER

Based on the recommendations of the Superintendent, I move that the following motions be approved:

a. Approval – Bus Routes for the 2014-2015 School Year

It is recommended that the Board of Education approve the bus routes for the 2014-2015 school year.

Motion: Giovanelli

Second: Madia

Roll Call Vote: All Yes

Approval: 8-0 (Corbo-Absent)

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Mr. Bucs inquired about exit interviews. This topic was held for executive session.
2. Mr. Reinisch said that in his absence last week it was comforting to know an efficient and effective meeting took place under the leadership of Mr. Ritterman.

Public Comment #2:

1. Stephen Grice & Nick Fulfaro, seniors at Northern and Mr. Jeff Newman, NHS Advisor, asked if Springfield would like to partner in their Read Across America activities for the upcoming school year.
2. Mr. Pantano made comments regarding the benefit of conducting a comparison of the third failed referendum to the current proposal. In reference to the referendum proposal, Mr. Pantano spoke about best practices of transparency settings when using a watermark on a document to best accommodate those who print. Lastly, Mr. Pantano spoke of the June resolution to deposit funds into the maintenance reserve account. He suggested that the board members who voted yes reconsider.
3. Mr. Lippincott asked if the cafeteria deficit is calculated based on what is prepared versus what is purchased. Mr. Lippincott also asked if the food service provider can be negotiated with or if the menu can be changed. Mr. Lippincott lastly inquired as to when the Board will be taking a position on moving forward with the referendum.

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Motion to Enter Executive Session: Time: 8:30 p.m.

Purpose: Personnel

Motion: Specca

Second: Ritterman

Approval: 8-0 (Corbo-Absent)

Motion to return to Regular Session: Time: 9:32 p.m.

Motion: Specca

Second: Ritterman

Approval: 7-0 (Corbo/Giovanelli-Absent)

Motion to adjourn: Time: 9:37 p.m.

Motion: Bucs

Second: Ritterman

Approval: 7-0 (Corbo/Giovanelli-Absent)

Respectfully submitted,

Christina Moskal
School Business Administrator/Board Secretary