

Springfield Township Board of Education
Jobstown, NJ 08041
Meeting Minutes
Tuesday, October 14, 2014

Call to Order: A **Regular Meeting** of the Springfield Township Board of Education was called to order by Mr. Reinisch on Tuesday, October 14, 2014, at 6:30 p.m. in the school library.

Roll Call of Members:

David Reinisch, President-present	Lisa Giovanelli-absent
Michael Ritterman, Vice President-present	Gregory Madia-present
Joseph M. Bucs-present	Dennis Schmieder-present
Christopher Corbo-arrived at 6:34 p.m.	James Specca-present
Andrew B. Eaton-absent	

Others present:

Edith Conroy, Christina Moskal, Jessika Lusk-Kleen

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, October 14, 2014 at 6:30 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.

1. Minutes

Based on the recommendation of the Superintendent, I move that the following Minutes be approved:

- a. Minutes of the Tuesday, September 9, 2014 Work Session
- b. Minutes of the Tuesday, September 9, 2014 Executive Session
- c. Minutes of the Tuesday, September 16, 2014 Regular Meeting
- d. Minutes of the Tuesday, September 16, 2014 Executive Session

Motion to Table until after Executive Session: Reinisch Second: Bucs

Roll Call Vote: All Yes

Approval to Table: 7-0 (Eaton/Giovanelli-Absent)

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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:

1. Mr. Pantano commented regarding the placement of the Strategic Plan in the "OTHER" category on the Agenda. He wanted to know if this placement was indicative of the Board's confidence in the plan.
2. Mr. Smith gave a presentation regarding the Strategic Plan and Strategic Planning process that took place.

Correspondence

- Letter from Board President David Reinisch to Mr. John Acampora dated September 25, 2014
- Letter from Wayne N. Smith to Board President David Reinisch dated October 7, 2014

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 **August 2014**.

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

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

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

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

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

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

Approve the Payroll Bills list for **September 30, 2014 and October 15, 2014.**

Approve the issuance of warrants (checks) for the payment of the items on the Accounts Payable Bills List (including payroll) for **October 2014** in the amount of \$511,232.43.

b. Authorization for Sale/Donation/Disposal of Textbooks

Be it resolved that the Board of Education declare the following textbooks as obsolete and authorize the School Business Administrator to dispose of these items:

Title	Quantity	ISBN
New Jersey Yesterday and Today (1990)	54	#0-382-12710-2

c. Approval of the 2015-2016 Budget Calendar

Be it resolved that the Board of Education approve the Budget Calendar for the 2015-2016 school year.

Motion: Specca

Second: Madia

Roll Call Vote: All Yes

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

SBA/BS REPORT

- Architect RFP update
- June 2014 Café Profit/Loss
- FY14 Audit update
- 2015-16 Budget Update – BOE (Committee of the Whole) will set goals and priorities at November 12 work session

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SUPERINTENDENT’S REPORT

ENROLLMENT *(as of October 7, 2014)*

	<u>13/14</u>	<u>14/15</u>
Pre-School	-	8
Kindergarten	25	31
Mrs. Carter	6	6
First Grade	28	27
Second Grade	34	27
Third Grade	32	34
Fourth Grade	33	34
Fifth Grade	40	34
Sixth Grade	48	38
Out-of-District Placement	5	0
Total	251	239

School Bus Emergency Evacuation Drill Report

Date: 9/26/14 **Time:** 8:50 am **Location:** Front Circle Routes: S1, S2, S3, S4 and S5

School principal and person(s) who supervised drill: Edith Conroy, Jared Fudurich, John Acampora, Stacey Wharton

Superintendent’s Update

- TechShare 14 – November 10, 2014
- Words Their Way Event – October 22, 2014

Information Enclosed

- School Nurse’s Monthly Report – September 2014
- HIB Report – September 2014
- Suspension Report – September 2014

Important Dates

Friday, October 17, 2014 – Home and School Family Bingo

Monday, October 20-Friday, October 24, 2014 – School Violence Awareness Week

Wednesday, October 22, 2014 – Lifetouch School Pictures

Friday, October 24, 2014 -- Home and School 5th & 6th Grade Dance

Friday, October 31, 2014 -- Halloween Parade

3. PLANS

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

a. Approval – Comprehensive Maintenance Plan and M-1 – 2014-2015 School Year

It is recommended that the Board of Education approve the Comprehensive Maintenance Plan and M-1 for the 2014-2015 school year.

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b. Approval – QSAC Statement of Assurance (SOA) – 2014-2015

It is recommended that the Board of Education approve and submit the QSAC Statement of Assurance for the 2014-2015 school year.

Motion: Specca **Second: Madia**
Roll Call Vote: All Yes
Approval: 7-0 (Eaton/Giovanelli-Absent)

4. CONTRACT

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

a. Approval – Bayada In School Nursing Services – 2014-2015 (New Vendor)

Resolved, that the Board of Education approve an agreement with Bayada Home Health Care, Inc. for In School Nursing Services for the 2014-2015 school year at a rate of \$55.00 per hour.

Motion: Bucs **Second: Corbo**
Roll Call Vote: All Yes
Approval: 7-0 (Eaton/Giovanelli-Absent)

5. PERSONNEL

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

a. Approval – FMLA/NJFLA Leave

It is recommended that the Board of Education approve an unpaid leave of absence for Justin Schleider for the period November 12, 2014 through November 26, 2014 using benefits of the New Jersey and/or Federal Family Leave Acts.

Motion: Specca **Second: Corbo**
Roll Call Vote: All Yes
Approval: 7-0 (Eaton/Giovanelli-Absent)

b. Approval – Student Teacher Placements – 2014-2015

It is recommended that the Board of Education approve the placement of the following student teachers from The College of New Jersey for the period January 26 through May 8, 2015, pending successful completion of the proper criminal background check:

Amanda Korth/Cooperating teacher: Heather Pence

Daphne Whitney/Cooperating teacher: Jamie DeMinco

Motion: Specca **Second: Corbo**
Roll Call Vote: All Yes
Approval: 7-0 (Eaton/Giovanelli-Absent)

c. Approval – Job Description – Speech-Language Specialist

It is recommended that the Board of Education approve the job description for the Speech-Language Specialist.

Motion: Specca **Second: Corbo**

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**Roll Call Vote: All Yes
Approval: 7-0 (Eaton/Giovanelli-Absent)**

- d. Approval – Revised Merit Goal #2 for Superintendent – 2014-2015**
Resolved, that the Board of Education approve the Superintendent’s revised merit goal #2 for the 2014-2015 school year which will be sent to the Executive County Superintendent for approval as per the Superintendent’s contract.

**Motion: Specca Second: Corbo
Roll Call Vote: Yes-Bucs/Corbo/Reinisch/Ritterman/Schmieder/Specca
No-Madia
Approval: 6-1 (Eaton/Giovanelli-Absent)**

- e. 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
Maggie Gonzalez	Professional Development	November 10, 2014	2	\$16.71
Ginny Grupp	Professional Development	November 10, 2014	2	\$16.21
Sherry Preisig	Professional Development	November 10, 2014	2.25	\$15.05

**Motion: Specca Second: Corbo
Roll Call Vote: All Yes
Approval: 7-0 (Eaton/Giovanelli-Absent)**

6. POLICY

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

- a. Approval – First Reading – Policy #1522, #5305, #5306, #5308, #5310, #5339, #5530, #5600, #5756, #8505 and Regulation #5306, #5308, #5310, #5530, #5600**

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:

P1522	School-Level Planning (M)	Abolish
P5305	Health Services Personnel	Revised
P & R5306	Health Services to Nonpublic Schools (M)	Revised
P & R5308	Student Health Records (M)	Revised
P & R5310	Health Services (M)	Revised
P5339	Screening for Dyslexia (M)	New
P & R5530	Substance Abuse (M)	Revised
P & R5600	Student Discipline/Code of Conduct (M)	Revised
P5756	Transgender Students	New

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P8505 Wellness Policy/Nutrient Standards for Revised
 Meals and Other Foods (M)

b. Approval – Second Reading and Adoption - Policy #3282

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

Policy #3282 Use of Social Media (New)

Motion to Table until after Executive Session: Schmieder Second: Madia

Roll Call Vote: All Yes

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

7. FIELD TRIPS

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

a. Approval – Field Trips – 2014-2015 School Year

It is recommended that the Board of Education approve the following field trips for the 2014-2015 school year:

October 2014 – **State Museum**, Trenton, NJ – Grade 3

October 2014 – **Russo’s Orchard Lane Farm** – Kindergarten

November 2014 – **BCC P.I.N.E.S.** – Grade 4

November 2014 – **Franklin Institute** – Grade 1

April 2015 – **Philadelphia Museum of Art** – Grade 3

May 2015 – **Washington Crossing Historic Park** – Grade 4

Motion: Bucs

Second: Corbo

Roll Call Vote: All Yes

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

8. USE OF FACILITY

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

a. Approval - Use of Facility

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

Springfield Recreation Basketball-December 1, 2014-March 2015;

3:30 to 8:00 p.m.; Gymnasium; Person-in-Charge: Greg Bogle

Motion: Bucs

Second: Corbo

Roll Call Vote: All Yes

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

9. TRAVEL

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

a. Travel Approval

As per District Policy 6471 – School District Travel, all written travel requests include a justification and brief statements that include the primary purpose for

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the travel and the key issues that will be addressed at the event and their relevance to improving instruction or the operation of the school district.

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: Bucs

Second: Corbo

Roll Call Vote: All Yes

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

10. OTHER

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

a. Approval - Springfield Township School District Strategic Plan and Goals for 2014-2019

Resolved, that the Board of Education adopt the Springfield Township School District Strategic Plan and Goals for 2014-2019.

Motion: Specca

Second: Madia

**Roll Call Vote: Yes-Corbo/Madia/Reinisch/Ritterman/Schmieder/Specca
Abstain-Bucs**

Approval: 6-0-1 (Eaton/Giovanelli-Absent)

b. Approval – Board of Education Goals for 2014-2015 School Year

Resolved, that the Board of Education adopt the 2014-2015 Board of Education Goals.

Motion: Specca

Second: Madia

**Roll Call Vote: Yes-Corbo/Madia/Reinisch/Ritterman/Schmieder/Specca
Abstain-Bucs**

Approval: 6-0-1 (Eaton/Giovanelli-Absent)

c. Approval – District Goals for 2014-2015 School Year

Resolved, that the Board of Education adopt the 2014-2015 District Goals.

Motion: Specca

Second: Madia

**Roll Call Vote: Yes-Corbo/Madia/Reinisch/Ritterman/Schmieder/Specca
Abstain-Bucs**

Approval: 6-0-1 (Eaton/Giovanelli-Absent)

UNFINISHED BUSINESS

1. Ms. Moskal read the following e-mail excerpt in response to Mr. Patano's inquires: I am writing to you in response to your inquiries during Public Comment #1 at the 9/16/14 BOE Meeting. I noted that you inquired regarding the following personnel items: 6a—Approval – Pre-Emergent Hiring Authority; you asked what this means. This gives the authority for the Superintendent to hire staff in between BOE meetings. At the following meeting, the Board of Education will take formal action to appoint the staff member.6b—Approval – Merit Goals for Superintendent – 2014-2015; you asked if the merit goals are

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contingent upon Executive County Superintendent approval. Yes, the merit goals are required to be approved by the Executive County Superintendent after Board of Education approval.

2. Mr. Schmieder – Day in the Life of a Student event for parents on November 17, 2014 – American Education Week – AM and PM sessions; visit students’ classrooms and see what is going on during the day.
3. Strategic Plan – Mr. Bucs asked if this can be put on the website.
4. Mr. Corbo – asked if the NJASK results are going on the website.
5. Mr. Reinisch – read a letter in response to Mr. Smith’s recent correspondence regarding BOE decorum.

NEW BUSINESS

1. Mr. Reinisch – BOE Operations – come with suggestions and questions: dress code, agenda, how to address each other, presence of BOE attorney, time boxing, etc.

Public Comment #2:

1. Mr. Pantano commented regarding the following topics: roof/gym project contract, roof/gym purchase order, OPRA Request for roof/gym contract, exclusion of the roof/gym from the ROD Grant, and contract management.

Motion to Enter Executive Session: Time: 7:43 p.m.

Purpose: Personnel and Legal

Motion: Madia

Second: Corbo

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

Motion to return to Regular Session: Time: 8:20 p.m.

Motion: Specca

Second: Corbo

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

1. Minutes

Based on the recommendation of the Superintendent, I move that the following Minutes be approved:

- a. Minutes of the Tuesday, September 9, 2014 Work Session
Motion: Schmieder **Second: Ritterman**
Roll Call Vote: All Yes
Approval: 7-0 (Eaton/Giovanelli-Absent)
- b. Minutes of the Tuesday, September 9, 2014 Executive Session
Motion: Schmieder **Second: Ritterman**
Roll Call Vote: All Yes
Approval: 7-0 (Eaton/Giovanelli-Absent)
- c. Minutes of the Tuesday, September 16, 2014 Regular Meeting
Motion: Schmieder **Second: Ritterman**
Roll Call Vote: Yes-Corbo/Madia/Reinisch/Ritterman/Schmieder/Specca
No-Bucs
Approval: 6-1 (Eaton/Giovanelli-Absent)

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- d. Minutes of the Tuesday, September 16, 2014 Executive Session
Motion: Schmieder **Second: Ritterman**
Roll Call Vote: All Yes
Approval: 7-0 (Eaton/Giovanelli-Absent)

6. POLICY

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

- a. **Approval – First Reading – Policy #1522, #5305, #5306, #5308, #5310, #5339, #5530, #5600, #8505 and Regulation #5306, #5308, #5310, #5530, #5600**

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:

P1522	School-Level Planning (M)	Abolish
P5305	Health Services Personnel	Revised
P & R5306	Health Services to Nonpublic Schools (M)	Revised
P & R5308	Student Health Records (M)	Revised
P & R5310	Health Services (M)	Revised
P5339	Screening for Dyslexia (M)	New
P & R5530	Substance Abuse (M)	Revised
P & R5600	Student Discipline/Code of Conduct (M)	Revised
P8505	Wellness Policy/Nutrient Standards for Meals and Other Foods (M)	Revised

- Motion: Specca** **Second: Corbo**
Roll Call Vote: All Yes
Approval: 7-0 (Eaton/Giovanelli-Absent)

- b. **Approval – Second Reading and Adoption - Policy #3282**

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

Policy #3282 Use of Social Media (New)

- Motion: Specca** **Second: Corbo**
Roll Call Vote: Yes-Corbo/Madia/Reinisch/Ritterman/Schmieder/Specca
No-Bucs
Approval: 6-1 (Eaton/Giovanelli-Absent)

11. Motion of Affirmation

Resolved, that each Board of Education member will affirm that they did not contact Patriot Roofing or any other district vendor.

- Motion: Reinisch** **Second: Madia**
Roll Call Vote: All Yes
Approval: 7-0 (Eaton/Giovanelli-Absent)

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The following Board of Education members stated that they did not contact Patriot Roofing: Joseph Bucs, Christopher Corbo, Gregory Madia, David Reinisch, Michael Ritterman, Dennis Schmieder and James Specca.

Motion to adjourn: _____ **Time:** 8:41 p.m.
Motion: Specca **Second:** Ritterman
Approval: 7-0 (Eaton/Giovanelli-Absent)

Respectfully submitted,

Christina Moskal
School Business Administrator/Board Secretary