

**Springfield Township Board of Education  
Jobstown, NJ 08041  
Meeting Minutes  
Tuesday, November 18, 2014**

**Call to Order:** A **Regular Meeting** of the Springfield Township Board of Education was called to order by Mr. Reinisch on Tuesday, November 18, 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-arrived at 6:41 p.m.	Gregory Madia-present
Joseph M. Bucs-arrived at 6:35 p.m.	Dennis Schmieder-present
Christopher Corbo-present	James Specca-present
Andrew B. Eaton-absent	

**Others present:**

Edith Conroy; Christina Moskal; Rodney Haines, District Auditor; Isabel Machado, Board Attorney

**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 18, 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 will lead the Board and the assemblage in the Pledge of Allegiance.

**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.*

**Springfield Township Board of Education  
Jobstown, NJ 08041  
Meeting Minutes  
Tuesday, November 18, 2014**

**Public Comment #1:**

None

**Financial Report Lesson #10** – FY14 Audit Presentation – Ms. Christina Moskal with Mr. Rodney Haines – Holman, Frenia, Allison, P.C.

**Correspondence**

Letter from Mr. Tom Pantano dated November 1, 2014

Letter from Mr. Tom Pantano dated November 9, 2014

**1. MINUTES**

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

- a. Minutes of the Thursday, September 25, 2014 Special Meeting
- b. Minutes of the Wednesday, October 1, 2014 Special Meeting
- c. Minutes of the Tuesday, October 7, 2014 Work Session
- d. Minutes of the Tuesday, October 7, 2014 Executive Session
- e. Minutes of the Tuesday, October 14, 2014 Regular Meeting
- f. Minutes of the Tuesday, October 14, 2014 Executive Session

**Motion: Corbo**

**Second: Specca**

**Roll Call Vote: All Yes**

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

**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 **September 2014**.

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

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

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

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

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

**Springfield Township Board of Education  
Jobstown, NJ 08041  
Meeting Minutes  
Tuesday, November 18, 2014**

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

Approve the Payroll Bills lists for **October 30, 2014 and November 15, 2014**.

Approve the issuance of warrants (checks) for the payment of the items on the Accounts Payable Bills List (including payroll) for **November 2014** in the amount of \$419,878.06.

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

**b. FY2013-2014 Annual Audit**

Be it resolved, that upon the recommendation of the School Business Administrator/Board Secretary, that the Board of Education accept the FY2013-2014 Comprehensive Annual Financial Report (CAFR) as detailed by the District's Auditor.

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

**SBA/BS's REPORT**

**Food Service – Profit/Loss**

- September Profit/(Loss): (913.74)
- Year-to-Date Profit/(Loss): (913.74)

**SUPERINTENDENT'S REPORT**

**ENROLLMENT** *(as of November 4, 2014)*

	<u>13/14</u>	<u>14/15</u>
Pre-School	-	8
Kindergarten	25	31
Mrs. Carter	6	6
First Grade	28	28
Second Grade	34	26
Third Grade	32	34
Fourth Grade	33	35
Fifth Grade	40	35
Sixth Grade	48	39
<b>Out-of-District Placement</b>	<b>5</b>	<b>0</b>
<b>Total</b>	<b>251</b>	<b>242</b>

**Springfield Township Board of Education  
Jobstown, NJ 08041  
Meeting Minutes  
Tuesday, November 18, 2014**

**Superintendent's Update**

- Techshare 14: We had four staff members present (Google Drive, How to Use Technology for PE and Health, Pinterest). We received lots of positive feedback.
- American Education Week: 44 visitors in the AM; 39 visitors in the PM; 83 visitors total – 56 families visited - 34% of our families
- October 22<sup>nd</sup> Words Their Way Information Session: We had 24 people attend. Mr. Acampora did a great job presenting information and we received a lot of feedback and were also able to answer a lot of questions. We had great conversations with parents, many of the parents that attended had first grade students. As a result of the feedback, the first grade homework expectations were revised.
- Our school will be participating in **The Hour of Code** during Computer Science Week, December 8-14, 2014

**Information Enclosed**

- School Nurse's Monthly Report – October 2014
- HIB Report – November 2014
- Suspension Report – November 2014

**Important Dates**

November 18, 2014	Early Dismissal-Afternoon Parent/Teacher Conferences
November 19, 2014	Early Dismissal-Evening Parent/Teacher Conferences
November 20, 2014	Early Dismissal-Afternoon Parent/Teacher Conferences
November 24, 2014	Entertainment Day – K-4
November 25, 2014	Thanksgiving Feast-During all lunches
November 26, 2014	Early Dismissal-Thanksgiving Holiday Break Begins
November 28 & 29	No School-Thanksgiving Holiday Break
December 5, 2015	Early Dismissal-Staff Professional Development
December 6, 2014	Home & School Breakfast with Santa-8:00 – 12:30
December 9, 2014	Board of Education Work Session-6:30 p.m.
December 11, 2014	Winter Concert-7:00 p.m.
December 16, 2014	Board of Education Meeting; 6:30 p.m.
December 23, 2014	Early Dismissal-Winter Break Begins

**3. PERSONNEL**

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

**a. Approval – Substitute Teachers – 2014-2015 School Year**

It is recommended that the Board of Education approve the appointment of Brandie Cabasquini and Alexis Wilkinson as substitute teachers for the 2014-2015 school year (both candidates have successfully completed certification paperwork and criminal background checks).

**Springfield Township Board of Education  
Jobstown, NJ 08041  
Meeting Minutes  
Tuesday, November 18, 2014**

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

**b. Approval – Student Teacher Placement – 2014-2015 School Year**

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

Jennifer Sharo/Cooperating Teacher: Tracy Seitz

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

**c. Approval – Maternity Leave – 2014-2015 School Year**

It is recommended that the Board of Education approve a maternity leave for Alisa Palazzi, tentatively beginning on February 5, 2015 through the remainder of the 2014-15 school year using permitted accumulated sick leave days as well as benefits of the New Jersey and Federal Family Medical Leave Acts.

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

**4. 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 #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 second reading and adoption 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

**Springfield Township Board of Education  
Jobstown, NJ 08041  
Meeting Minutes  
Tuesday, November 18, 2014**

**Motion: Specca** **Second: Corbo**  
**Roll Call Vote: Yes-Bucs/Corbo/Madia/Reinisch/Ritterman/Schmieder/  
Specca**  
**Abstain for Policy 8505 Only-Madia**  
**Approval for 4a: 7-0 (Eaton/Giovanelli-Absent)**  
**Approval for 4a Policy 8505: 6-1-0 (Madia-Abstain) (Eaton/Giovanelli-Absent)**

**b. Approval – First Reading – Policy #5756**

It is recommended that the Board of Education approve for first reading policy #5756 prepared by Strauss Esmay:

P5756 Transgender Students New

**Motion: Specca** **Second: Corbo**  
**Roll Call Vote: Yes-Corbo/Madia/Reinisch/Ritterman/Schmieder/Specca**  
**Abstain-Bucs**  
**Approval: 6-1-0 (Bucs-Abstain) (Eaton/Giovanelli-Absent)**

**5. 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:

April 2015 – **Six Flags Safari** – Grade 4

April 2015 – **Arm & Hammer Park, Trenton** – 4<sup>th</sup>-6<sup>th</sup> Grade Chorus

May 2015 – **Fernbrook Farms Education Center** – Grade 2

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

**6. 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:

**Home and School Assembly** - November 13, 2014; 8:00 a.m.-  
12:00 noon; Gymnasium; Person-in-Charge: Shelley Guevara

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

**Springfield Township Board of Education  
Jobstown, NJ 08041  
Meeting Minutes  
Tuesday, November 18, 2014**

**7. 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 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)**

**8. OTHER**

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

**a. Approval – Architect of Record**

Resolved, that the Board of Education appoint Spiezle Architectural Group as the district's Architect of Record effective Wednesday, November 19, 2014.

**Motion: Specca**

**Second: Schmieder**

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

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

**UNFINISHED BUSINESS**

1. Mrs. Conroy updated the Board regarding public comments:

*Mr. Fudurich and I spoke with Mr. Sobotka on 10/17 regarding his question at the 10/7 work session. His question was: How much time does it take to prepare students for the test and what is the overall impact on the curriculum?*

*We explained that our district curriculum will prepare students with the content necessary to be successful on the test. We also explained the practice for the technical end of testing (since it will now be computer-based) will be achieved in one to two simulation tests lasting approximately two hours. Additionally, we discussed the two 20 day testing windows are: March 2-27 and April 27-May 22. Students will be testing 8-9 sessions during that time for a total of approximately 10 hours (5 PBA) + 3 EOY = 8 total sessions.*

**Springfield Township Board of Education  
Jobstown, NJ 08041  
Meeting Minutes  
Tuesday, November 18, 2014**

*Mr. Fudurich and I spoke with Mr. Flynn on 10/17 regarding his question at the 10/7 work session. His question was: Does the board have a plan or an alternate curriculum if a parent wants their child opted out of the Common Core?*

*We listened to his concerns regarding the Common Core. We explained that our curriculum is aligned to the common core but is separate and is district created by teachers using a variety of materials and resources. I did explain that we are not aware that students are permitted to Opt-out of our district curriculum because as per statute NJAC 6A:13-2.1 public schools are required to implement standards-based instruction.*

2. Mr. Reinisch updated the Board regarding Mrs. Seitz's public comment from the October BOE Meeting. She had asked why certain BOE Members voted "no" on the curriculum. Mr. Reinisch reported that Mr. Madia respectfully declined to respond. Mr. Reinisch then gave Mr. Bucs the opportunity to explain why he voted "no." Mr. Bucs stated that his response is pending guidance from the ethics commission.

**NEW BUSINESS**

1. Mr. Reinisch informed the Board that his daughter, NHS member currently attending school at Northern, offered to volunteer if the district decides to move forward with reading clinics.

**Public Comment #2:**

1. Mr. Lippincott commented regarding the due diligence of the Board in the selection of the architect.

**Motion to Enter Executive Session: Time: 7:37 p.m.**

**Purpose:** Legal/Student Issue/Negotiations

**Motion:** Ritterman

**Second:** Corbo

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

**Motion to return to Regular Session: Time: 8:36 p.m.**

**Motion:** Ritterman

**Second:** Bucs

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

Mr. Specca gave an update regarding the 2013-14 BCIPJIF Safety Award - \$3,500.



**Springfield Township Board of Education  
Jobstown, NJ 08041  
Meeting Minutes  
Tuesday, November 18, 2014**

**Motion to adjourn: \_\_\_\_\_ Time: 8:37 p.m.**  
**Motion: Ritterman Second: Bucs**  
**Approval: 7-0 (Eaton/Giovanelli-Absent)**

Respectfully submitted,

Christina Moskal  
School Business Administrator/Board Secretary