

**Springfield Township Board of Education
Jobstown, NJ 08041
Meeting Minutes
Wednesday, February 18, 2015**

Call to Order: A **Regular Meeting** of the Springfield Township Board of Education was called to order by Mr. Eaton on Wednesday, February 18, 2015 at 6:33 p.m. in the school library.

Roll Call of Members:

Andrew Eaton, President-present	Kristen Lippincott-departed 7:55 pm/returned 9:13 pm
Gregory Madia, Vice President-present	Michael Ritterman-arrived at 6:55 pm/departed 8:47 pm
Joseph Bucs-present	Dennis Schmieder-present
Christopher Corbo-departed 7:31 p.m.	James Specca-present
Wade Hale-present	

Others present:

Edith Conroy; Christina Moskal; Scott Downie, Spiezle Architectural Group

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 Wednesday, February 18, 2015 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.

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.

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Public Comment #1: *(Not to exceed 30 minutes)*

1. Mrs. S. Secouler read a statement on behalf of the staff regarding their support for the referendum and their concern about the board's vision for the budget, staff cuts, and closing the school. A response is requested.

2. Mrs. A. Batchler made comments regarding the feasibility study, former talks for regionalization, the value of homes, and passing the referendum.

Referendum Discussion: *(Estimated time: 15 minutes)*

Scott Downie of Spiezle Architectural Group was present to discuss the upcoming referendum and answer questions.

Approval – Referendum Information Campaign Committee

Mr. Specca made a motion to form a referendum information campaign committee.

Point of Order by Mr. Bucs – hold off on referendum information campaign motion until New Business. Point of Order acknowledged by Mr. Eaton.

Approval – Change Order of Agenda

A motion was made to move Referendum Information Campaign Committee action item as the next item for discussion on the agenda under New Business #1 and continue with the remaining New Business #2 items later in the agenda.

Motion: Madia

Second: Corbo

Roll Call Vote: All Yes

Approval: 9-0

1. **POLICY**

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

a. **Approval – Move Policy Action Item (#4)**

A motion was made to move Policy Action Item #4 to be the next item for discussion on the agenda.

Motion: Madia

Second: Corbo

Roll Call Vote: All Yes

Approval: 9-0

b. **Approval – Amend Language to Policy #2622**

A motion was made to remove the language that was added to Policy #2622 at the February 11, 2015 Work Session and approve the policy as it was originally proposed by Strauss Esmay.

Motion: Madia

Second: Hale

Roll Call Vote: All Yes

Approval: 9-0

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**c. Approval – Second Reading and Approval – Policy and Procedures
#2622**

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

Policy #2622	Student Assessment	Revised
	Student Assessment Procedure	New

Motion: Madia **Second: Ritterman**

**Roll Call Vote: Yes-Bucs/Corbo/Eaton/Hale/Lippincott/Madia/Ritterman
No-Schmieder/Specca**

Approval: 7-2

NEW BUSINESS #1

a. Approval – Referendum Information Campaign Committee

A motion was made to form an Ad Hoc Committee that will take no action. The scope of the Committee will be to develop a communication strategy for the upcoming referendum. Committee Members: Mr. Corbo-Co-Chair; Mr. Schmieder-Co-Chair; Mr. Madia, Member; Mr. Hale, Member.

Motion: Specca **Second: Schmieder**

Roll Call Vote: All Yes

Approval: 9-0

2015-16 Preliminary Budget Discussion: (Estimated time: 60 minutes)

The Board continued to review the preliminary 2015-16 budget, which was introduced at the February 11, 2015 Work Session Meeting.

Correspondence

Letter from Paul and Vicki Aaronson dated February 6, 2015

REPORTS: (Estimated time: 15 minutes)

SBA/BS'S REPORT

Food Service – Profit/Loss

- December Profit/(Loss): (\$ 831.73)
- Year-to-Date Profit/(Loss): (\$3,753.00)

SUPERINTENDENT'S REPORT

ENROLLMENT (as of February 4, 2015)

	<u>13/14</u>	<u>14/15</u>
Pre-School	-	11
Kindergarten	25	31
Mrs. Carter	6	6
First Grade	28	28
Second Grade	34	25
Third Grade	32	33
Fourth Grade	33	36

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Fifth Grade	40	35
Sixth Grade	48	39
Out-of-District Placement	5	0
Total	251	244

Superintendent's Update

Review of 2014-2015 District Goals

Information Enclosed

- School Nurse's Monthly Report – January 2015
- HIB Report – February 2015
- Suspension Report – February 2015

Important Dates

February 23, 2015 -- Referendum Information Session-9:00 a.m.-Library

March 2-6, 2015 -- Read Across America Activities

March 4, 2015 -- Referendum Information Session-6:30 p.m.

March 5, 2015 -- Talent Show-7:00 p.m.

March 6, 2015 -- Second Trimester Ends

-- Preschool Breakfast with the Cat in the Hat

March 10, 2015 – Referendum Vote-2:00 to 9:00 p.m.

-- Home & School Meeting-6:00 p.m.

March 11, 2015 -- Board of Education Work Session-6:30 p.m.

March 13, 2015 -- Home & School Bingo Night

March 17, 2015 -- Board of Education Meeting-6:30 p.m.

March 19, 2015 – TENTATIVE - NHS Students Reading Visit

March 20, 2015 -- Report Cards Go Home

-- Home & School 5th & 6th Grade Dance

March 25, 2015 -- 6th Grade Parent/Teacher Orientation at Northern-6:30 p.m.

ACTION ITEMS: *(Estimated time: 15 minutes)*

2. MINUTES

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

- Minutes of the Tuesday, January 6, 2015 Reorganization Meeting
- Minutes of the Tuesday, January 6, 2015 Executive Session
- Minutes of the Tuesday, January 14, 2015 Work Session
- Minutes of the Tuesday, January 14, 2015 Executive Session
- Minutes of the Tuesday, January 20, 2015 Regular Meeting

Motion: Schmieder

Second: Madia

Roll Call Vote: All Yes

Approval: 6-0 (Corbo/Lippincott/Ritterman-Absent)

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3. FINANCE/FACILITIES

Based on the recommendation of the Superintendent, I move that the following financial/facilities 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 **December 2014**.

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

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

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

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

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

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

Approve the Payroll Bills lists for **January 30, 2015 and February 12, 2015**.

Approve the issuance of warrants (checks) for the payment of the items on the Accounts Payable Bills List (including payroll) for **February 2015** in the amount of \$450,523.41.

Motion: Bucs

Second: Madia

Roll Call Vote: All Yes

Approval: 6-0 (Corbo/Lippincott/Ritterman-Absent)

b. Approval – Tuition Contract

Resolved, that the Board of Education approves the receipt of one student from Eastampton Board of Education to enroll in the Springfield Township Board of Education Integrated Pre-School Program, beginning on February 2, 2015 through the last day of school in June 2015, at a total tuition rate of \$9,367 (annual tuition rate pro-rated for February – June). Tuition does not include any related services, aside from three 30 minute OT consultation sessions.

Motion: Bucs

Second: Madia

Roll Call Vote: All Yes

Approval: 6-0 (Corbo/Lippincott/Ritterman-Absent)

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c. Approval – Field Trips

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

March 2015 – **Philadelphia Zoo** -- Kindergarten

April 2015 – **Penn Museum** – Grade Six

Motion: Bucs

Second: Madia

Roll Call Vote: All Yes

Approval: 6-0 (Corbo/Lippincott/Ritterman-Absent)

d. Approval - Use of Facility

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

Home and School Ladies Bingo Night; Friday, March 6, 2015;

3:00 to 10:00 p.m.; Person-in-Charge: Christiana Bucs

Motion: Bucs

Second: Madia

Roll Call Vote: All Yes

Approval: 6-0 (Corbo/Lippincott/Ritterman-Absent)

e. Approval - Travel

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: Madia

Roll Call Vote: All Yes

Approval: 6-0 (Corbo/Lippincott/Ritterman-Absent)

f. Approval – Submission for a Waiver for SEMI Funding

It is recommended that the Board of Education approve submission of a waiver for SEMI funding for the 2015-2016 school year. (Springfield has fewer than ten students who would be eligible for the SEMI Program)

Motion: Bucs

Second: Madia

Roll Call Vote: All Yes

Approval: 6-0 (Corbo/Lippincott/Ritterman-Absent)

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g. Approval – Establish Pre-School Tuition Rate Discount for Additional Child - 2015-2016

A motion is requested to establish a multiple student pre-school tuition rate of \$2,500 for the first student and \$2,250 for each student thereafter currently enrolled in the pre-school program.

Motion: Bucs **Second: Madia**

Roll Call Vote: All Yes

Approval: 6-0 (Corbo/Lippincott/Ritterman-Absent)

h. Approval – FY2015 IDEA Grant Amendment

Resolved, that the Board of Education authorizes the submission of the IDEA application for Fiscal Year 2015, and accepts the grant award of the funds upon subsequent approval of the FY2015 IDEA application. Amendment #1 to budget FY2014 Carry-Over of IDEA Basic grant award funds in the total amount of \$3,029 (\$1,551 Public and \$1,478 Non-Public).

Motion: Bucs **Second: Madia**

Roll Call Vote: All Yes

Approval: 6-0 (Corbo/Lippincott/Ritterman-Absent)

4. 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	No. of Hours	Rate of Pay	Total
Adam Jarvela	Professional Development	2/25/15 (pending)	7	\$36.33	\$254.31
Cathryn Browning	Professional Development	TBD (between 2/19-3/30/15)	2	\$36.33	\$72.66
Cheryl Bucko	Professional Development	TBD (between 2/19-3/30/15)	2	\$36.33	\$72.66
Wendy Kolev	Professional Development	TBD (between 2/19-3/30/15)	2	\$36.33	\$72.66
Amy Lueckel	Professional Development	TBD (between 2/19-3/30/15)	2	\$36.33	\$72.66
Jonathan Luyber	Professional Development	TBD (between 2/19-3/30/15)	2	\$36.33	\$72.66

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Samantha Pestridge	Professional Development	TBD (between 2/19-3/30/15)	2	\$36.33	\$72.66
Patricia Sepessy	Professional Development	TBD (between 2/19-3/30/15)	2	\$36.33	\$72.66
Renee Supple	Professional Development	TBD (between 2/19-3/30/15)	2	\$36.33	\$72.66
Chelsie Flake Weaver	Professional Development	TBD (between 2/19-3/30/15)	2	\$36.33	\$72.66

Motion: Madia **Second: Specca**
Roll Call Vote: All Yes
Approval: 6-0 (Corbo/Lippincott/Ritterman-Absent)

b. 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	No. of Hours	Rate of Pay
Jack Thorn	Classroom Visits	1 hour	\$15.18

Motion: Madia **Second: Specca**
Roll Call Vote: All Yes
Approval: 6-0 (Corbo/Lippincott/Ritterman-Absent)

c. Approval – Appointment of Substitute School Nurse – 2014-2015

It is recommended that the Board of Education approve Mrs. Kimberly Ofner as a substitute nurse for the 2014-2015 school year (candidate has successfully completed fingerprinting and criminal background check).

Motion: Madia **Second: Specca**
Roll Call Vote: All Yes
Approval: 6-0 (Corbo/Lippincott/Ritterman-Absent)

d. Approval – Internship – 2014-2015

Resolved, that the Board of Education approve Mr. Bradley Korch, who is enrolled at Ball State University, to complete an internship in behavior analysis under Ms. Karen Umstead, district behavior consultant from Beautiful Minds of Princeton, for the 2014-2015 school year. Mr. Korch has successfully completed a criminal background check.

Motion: Madia **Second: Specca**
Roll Call Vote: All Yes
Approval: 6-0 (Corbo/Lippincott/Ritterman-Absent)

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e. Approval – Achievement of Superintendent Merit Goal #3

Resolved, that the Board of Education approve the successful completion of Superintendent Merit Goal #3, as attached and as approved by the Executive County Superintendent, for Edith Conroy, and the payment of such as per the Superintendent's contract.

Motion: Madia **Second: Specca**
Roll Call Vote: Yes-Bucs/Eaton/Madia/Schmieder/Specca
Abstain-Hale

Approval: 5-0-1 (Corbo/Lippincott/Ritterman-Absent)

5. OTHER

a. Approval – Revised 2014-2015 District Calendar

It is recommended that the Board of Education approve the revised 2014-2015 District calendar.

Motion: Specca **Second: Madia**
Roll Call Vote: All Yes

Approval: 6-0 (Corbo/Lippincott/Ritterman-Absent)

UNFINISHED BUSINESS

1. Mr. Bucs provided the BOE with an update on the Student Data Privacy Ad Hoc Committee. The committee drafted an e-mail regarding student data privacy. Documents will be posted on Google Drive for the entire board to review.

NEW BUSINESS #2

1. Mr. Madia inquired about the district enrichment program and BSI program procedures.

Public Comment #2: *(Not to exceed 30 minutes)*

1. Mr. W. Smith made comments regarding the referendum, education reform, and innovative curriculum.
2. Mr. R. Lippincott made comments regarding the budget discussion.

Motion to Enter Executive Session: Time: 9:30 p.m.

Purpose: Personnel/Contracts

Motion: Bucs **Second: Specca**

Approval: 8-0 (Corbo/Ritterman-Absent)

Motion to return to Regular Session: Time: 10:03 p.m.

Motion: Madia **Second: Bucs**

Approval: 8-0 (Corbo/Ritterman-Absent)

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Motion to adjourn: _____ **Time:** 10:03 p.m.
Motion: Madia **Second:** Bucs
Approval: 8-0 (Corbo/Ritterman-Absent)

Respectfully submitted,

Christina Moskal
School Business Administrator/Board Secretary