

SPRINGFIELD BOARD OF EDUCATION

APRIL 4, 2022

REGULAR MEETING

VISION STATEMENT

Cultivating compassionate and extraordinary learners.

MISSION STATEMENT

Springfield Public Schools will challenge every student through meaningful, engaging experiences – empowering all students to flourish and contribute in an evolving world.

A Regular Meeting of the Board of Education of the Township of Springfield in the County of Union, New Jersey, was held at the Jonathan Dayton High School Instructional Media Center- Monday, April 4, 2022 at 6:37 P.M.

A. CALL TO ORDER

The meeting was called to order by Board President, Mr. Scott Silverstein.

President's Statement: Pursuant to the New Jersey Open Public Meetings Act, Public Law 1975, Chapter 231, the Board Secretary caused notice of the meeting to be given to the public and the press on January 3, 2022 and revised on February 7, 2022. The public comment format for this meeting is as follows – attendees wishing to comment during the public sessions will state their name and address. The President of the Board of Education will recognize the attendee at the appropriate time. All of the Board's Policies and Regulations related to public participation in board meetings shall remain in effect, including, but not limited to, the presiding officer's ability to limit each statement made by a participant to a 3-minute duration.

B. Present: Vice President Paula Saha, Mrs. Laura Gamarekian, Mr. Marc Miller, Mr. Hector Munoz, Mrs. Meredith Murphy, Mrs. Kristy Rubin, Mrs. Hilary Turnbull, President Scott Silverstein

Also Present:

Mrs. Rachel Goldberg, Superintendent

Mrs. Michelle Calas, School Business Administrator/Board Secretary

Mrs. Dana Kelly, Director of Human Resources

Mrs. Daniela Riccardi, Director of Technology

Mrs. Tiffany Boehm, Director of Student Services

ML Fabian, Board Attorney

C. CLOSED SESSION (6:38 PM)

Moved by Vice President Saha, seconded by Mrs. Rubin, "I move to suspend the rules of the order of business of the Regular Meeting and adjourn to closed conference session for the reasons contained in the following resolution:"

RESOLUTION

WHEREAS the Board of Education must discuss subjects concerning matters protected by Attorney/Client privilege which are not appropriate subjects to be discussed in a public meeting and which are within the exemptions permitted to be discussed and acted upon in private session pursuant to P.L. 1975 Chapter 231, it is therefore

RESOLVED that the aforesaid subjects shall be discussed in private session by this Board and the administrative staff and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for non-disclosure no longer exist.

Closed Conference Items

1. Matters protected by Attorney/Client privilege
2. HIB Hearing

D. RECOVENE TO REGULAR MEETING (7:33 PM)

Moved by Vice President Saha, seconded by Mr. Miller, approval to reconvene to the Regular Meeting Agenda of the Board of Education.

Yeas: Unanimous by all Members present.

MOTION CARRIED

E. PLEDGE OF ALLEGIANCE

F. COMMUNICATIONS

- a. NJSBA
 - i. School Board Notes – March 23rd & 30th.
- b. GSCS
 - i. The Best of the Buzz – March 24th & 31st.
 - ii. Save the Date: 30th Anniversary Annual Meeting, May 25th, Forsgate Country Club, Jamesburg

G. MINUTES REGULAR MEETING

Moved by Vice President Saha, seconded by Mr. Munoz, to approve the following minutes:

Regular Meeting - March 21, 2022

Voice Vote: AYE- 9 NAY- 0

MOTION CARRIED

H. SUPERINTENDENT'S REPORT

Moved by Vice President Saha, seconded by Mr. Miller, to accept and approve the Superintendent's Report as presented –

1. Student/Staff Recognitions
 2. HIB Report (The Board will go into closed session at the end of the meeting if specific clarification is needed.)
 3. Building Usage Request
 4. Fund Raiser Request
 5. Fieldtrip Request
- Dr. Goldberg provided community updates. She highlighted the wonderful performance of “Chicago” as JDHS. She noted how the District celebrated Women’s History.
 - Dr. Goldberg gave JDHS athletic highlights.
 - Dr. Goldberg commended Ms. Ornovitz and wished her luck in her retirement. Also Wished Good Luck to Ms. Dixie Dougherty and Mr. Alan Vaughan.
 - A review of the school calendars for the 2022-2023 and 2023-2024 schools year.

- A slight uptick was noted in reported Covid cases. There is no quarantine requirements post travel.
- Ms. Scudero and Dr. Goldberg provided an overview of the summer programs. Brochures will be out tomorrow.
- Important dates for parent workshops led by Connie Palmer, LCSW.
- Ms. Boehm shared some activities to celebrate Autism Awareness Month.
- Ms. Turnbull asked for clarification on the school calendar. Dr. Goldberg and President Silverstein responded.

Voice Vote: AYE- 9, NAY- 0

MOTION CARRIED

I. PUBLIC SESSION

At this time, the public did not have comments/questions regarding items on the Agenda or the Superintendent's Report.

J. FINANCE

1. BOARD SECRETARY'S REPORT

To approve the Board Secretary's Report dated February 28, 2022 and that it be received and placed on file.

2. TREASURER'S REPORT

To approve the Treasurer's Report dated February 28, 2022 and that it be received and placed on file.

3. FINANCIALS FEBRUARY 2022

Pursuant to N.J.A.C. 6:20-2.13 (e) and after review of the Board Secretary's and Treasurer's monthly financial reports and upon consultation with the appropriate district officials, the Board certify that to the best of its knowledge as of February 28, 2022 no major account or fund has been over expended in violation of N.J.A.C. 6:20-2.13 (b) and that sufficient funds are available.

4. ERIC NORTH SAFETY GRANT 2022

Approval authorizing the following grant application -

The Springfield Board of Education hereby approves the submission of grant application for the 2022 Safety Grant Program through the New Jersey Schools Insurance Group's ERIC NORTH Subfund for the purposes described in the application, in the amount of \$7,323.00 for the period July 1, 2022 through June 30, 2023.

5. REVISED SPECIAL SALARIES, FEES AND COMPENSATION RATES 21-2022

To approve the revised Special Salaries, Fees, and Compensation Rates for the 2021-2022 school year. (Attachment B)

6. FY 2023 FOOD SERVICE MANAGEMENT

That the Board of Education approve the following resolution –

Be it resolved that the Springfield Board of Education "SFA" approves the renewal of the Food Service Management contract with The Pomptonian, Inc. "FSMC" for the food service operation for 2022-2023.

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$.2030 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals served and meal equivalents. The number of reimbursable meals served to the children shall be determined by actual count. Cash receipts, other than from sales of reimbursable program meals served to the children, shall be divided by \$3.66 to arrive at an equivalent meal count.

The per meal administrative/management fee of \$.2030 will be multiplied by total meals.

As a result of the uncertainties during the public health emergency there is no guaranteed operating result for 2022-2023 school year.

Approval of Finance Items J 1 through 6

Motion to Approve: Mrs. Rubin

Seconded: Mr. Miller

Roll Call

Vice President Saha	Yes	Kristy Rubin	Yes
Laura Gamarekian	Yes	Hilary Turnbull	Yes
Marc Miller	Yes	Yelena Zolotarsky	Yes
Hector Munoz	Yes	President Silverstein	Yes
Meredith Murphy	Yes		

K. SCHOOL GOVERNMENT

1.PERSONNEL APPOINTMENTS

At the recommendation of the Superintendent, approval of the appointment of personnel on the attachment all such contracts being subject to future action on account of substantial reductions in State School Aid by virtue of the state of emergency and resulting Statewide Financial dislocation. (Attachment C)

2.PROFESSIONAL DEVELOPMENT-OFFSITE

At the recommendation of the Superintendent, approval of the attached personnel to participate in offsite Professional Development. (Attachment D)

3.SPECIAL EDUCATION RELATED SERVICES/PLACEMENTS

At the recommendation of the Superintendent, that the Board of Education approve Special Education request for Related Services/Placements on the attachment. (Attachment E)

4.HIB REPORTS

At the recommendation of the Superintendent, that the Board of Education affirms the HIB Reports previously presented at the following Board meeting: April 4, 2022.

- a. Case # 090-2122-07
- b. Case # 090-2122-08
- c. Case # 060-2122-10

d. Case # 010-2122-06

e. Case # 010-2122-07.

5. SCHOOL CALENDARS

At the recommendation of the Superintendent, approval of the attached school calendars for the school years –

- a) 2022-2023 (Attachment A1)
- b) 2023-2024 (Attachment A2).

6. REVISED ORGANIZATIONAL CHART

At the recommendation of the Superintendent, approval of the revised Organizational Chart of the Springfield Board of Education. (Attachment F)

7. SUPERVISOR OF SCHOOL COUNSELING SERVICES

At the recommendation of the Superintendent, to approve the creation of following position: Supervisor of School Counseling Services.

8. JOB DESCRIPTION

At the recommendation of the Superintendent, to approve the attached job description for Supervisor of School Counseling Services. (Attachment H)

9. OVERNIGHT/OUT OF STATE FIELD TRIP

At the recommendation of the Superintendent, the following overnight/out of state field trip –

- FMG, 8th Grade – The Bronx Zoo (June 7, 2022).

Approval of School Government Items K 1 through 9

Motion to Approve: Vice President Saha

Seconded: Mr. Munoz

Roll Call

Vice President Saha	Yes	Kristy Rubin	Yes
Laura Gamarekian	Yes	Hilary Turnbull	Yes
Marc Miller	Yes	Yelena Zolotarsky	Yes
Hector Munoz	Yes	President Silverstein	Yes
Meredith Murphy	Yes		

L. BUILDINGS & GROUNDS**1. HURRICANE IDA IMPACT**

Approval recognizing the following restoration projects due to Hurricane IDA impact, September 1, 2021, on district facilities –

- i. JDHS
 - i. Disposal Services- IRS, Inc.-\$4,875 (ESCNJ).

2. EXPLORATORY REFERENDUM SERVICES

At the recommendation of the Superintendent, to approve DI Group Architecture, architect of record, for exploratory referendum services at a cost of \$33,750.

3. BOND COUNSEL SERVICES

At the recommendation of the Superintendent, to approve Wilentz, Goldman & Spitzer, P.A., Woodbridge, NJ for bond counsel services at a cost of \$12,500.00.

Approval of Buildings and Ground Items L 1 to 3

Motion to Approve: Mr. Munoz

Seconded: Mr. Miller

Roll Call

Vice President Saha	Yes	Kristy Rubin	Yes
Laura Gamarekian	Yes	Hilary Turnbull	Yes
Marc Miller	Yes	Yelena Zolotarsky	Yes
Hector Munoz	Yes	President Silverstein	Yes
Meredith Murphy	Yes		

M. NEGOTIATIONS**1. SIDEBAR EXTRA CURRICULAR ACTIVITIES**

At the recommendation of the Superintendent, to approve a Sidebar Agreement between the Springfield Board of Education and the Springfield Education Association for the extra-curricular activities at FMG (July 2019 – June 2023), negotiated contract. (Attachment G)

2. SIDEBAR SUPERVISOR OF SCHOOL COUNSELING SERVICES

At the recommendation of the Superintendent, to approve a Sidebar Agreement between the Springfield Board of Education and the Springfield Supervisor Association for creation of Supervisor of School Counseling Services (July 2019 – June 2023), negotiated contract. (Attachment I)

Approval of Negotiations Items M 1 to 2

Motion to Approve: Mr. Miller

Seconded: Mr. Munoz

Roll Call

Vice President Saha	Yes	Kristy Rubin	Yes
Laura Gamarekian	Yes	Hilary Turnbull	Yes
Marc Miller	Yes	Yelena Zolotarsky	Yes
Hector Munoz	Yes	President Silverstein	Yes
Meredith Murphy	Yes		

N. PUBLIC SESSION

The public did not have any questions or comments at this time.

O. NEW BUSINESS**1. NEW MOTION - HIB REPORT**

Based upon the investigation and after careful consideration of the Board of Education affirms the HIB Report 060-2122-09 previously presented at the following Board meeting: April 4, 2022.

Motion to Approve: Vice President Saha

Seconded: Mr. Munoz

Roll Call

Vice President Saha	Yes	Kristy Rubin	Yes
Laura Gamarekian	Yes	Hilary Turnbull	Yes
Marc Miller	Yes	Yelena Zolotarsky	Yes
Hector Munoz	Yes	President Silverstein	Yes
Meredith Murphy	Yes		

P. OLD BUSINESS

None to report at this time.

Q. ADJOURNMENT

Moved by Mr. Miller, seconded by Mrs. Murphy, to adjourn the regular meeting at 8:01 PM.

Voice Vote: AYE- 9 NAY- 0

Upcoming Meetings:

1. Regular Meeting/Budget Public Hearing on the Budget – April 25, 2022 at 7:00 PM in the JDHS IMC
2. Regular Meeting – May 9, 2022 at 7:00 PM in the JDHS IMC

Michelle Calas
School Business Administrator/Board Secretary

Springfield Public Schools 2022-2023 District Calendar

www.springfieldschools.com

(973) 376-1025

September '22						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
17/15						

October '22						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
19/19						

November '22						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
*end of marking period 18/17						

December '22						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
17/17						

January '23						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
*end of marking period 20/20						

9/5	Schools Closed- Labor Day
9/6-9/7	Schools Close- Staff Development Days
9/8	First Day of School!
9/26 & 9/27	Schools Closed- Rosh Hashanah
10/5	Schools Closed- Yom Kippur
10/10	School Closed- Columbus Day/ Indigenous People's Day
11/8	Schools Closed- Staff Development
11/10 & 11/11	Schools Closed- NJEA Convention
11/21	PK-8 Only: Early Dismissal P/T Conf.
11/22	PK-8 Only: Delayed Opening P/T Conf.
11/23	Early Dismissal- Thanksgiving
11/24 & 11/25	Schools Closed- Thanksgiving
12/23	Early Dismissal- Winter Break
12/26-1/2	Schools Closed- Winter Break
1/16	Schools Closed- Martin Luther King, Jr. Day
2/20	Schools Closed- President's Day
3/2	PK-8 Only: Early Dismissal P/T Conf.
3/3	PK-8 Only: Delayed Opening P/T Conf.
4/3-4/7	Schools Closed- Spring Break
5/29	Schools Closed- Memorial Day
6/19	Schools Closed- Juneteenth
6/20	FMG Moving Up Ceremony
6/21	Early Dismissal-Last Day of School**/ JDHS Graduation/Report Cards

	Regular Schedule	Delayed Opening Start	Early Dismissal
Walton K-2	8:50 AM-3:10 PM	10:20 AM	1:00 PM
Walton AM PK	8:50 AM-11:30 PM	10:20 AM	10:40 AM
Walton PM PK	12:30 AM- 3:10 PM	1:15 PM	1:00 PM
Caldwell & Sandmeier	8:40 AM-3:00 PM	10:10 AM	12:50 PM
FMG	7:45 AM- 2:30 PM	9:15 AM	12:13 PM
JDHS	7:40 AM- 2:31 PM	9:10 AM	12:07 PM

Report Cards	
Parent/Teacher Conferences	Schools Closed
<u>Early Dismissal Days</u>	Staff Development
**5/26, 6/22, 6/23 are Inclement Weather Days.	
Inclement weather days will be taken in the following order: 6/22, 6/23, 5/26. The last day of school will be early dismissal. If more than 3 inclement weather days are taken, necessary days will be taken from Spring Break starting 4/3 going forward. Please be aware of this when planning for the school year.	

February '23						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				
19/19						

March '23						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
23/23						

April '23						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13*	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	*end of marking period					15/15

May '23						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
21/21						

June '23						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16*	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
*end of marking period 14/14						

Springfield Public Schools 2023-2024 District Calendar

www.springfieldschools.com

(973) 376-1025

September '23						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
16/18						

October '23						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
28	30	31				
21/21						

November '23						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15*	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
*end of marking period 17/18						

December '23						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
16/16						

January '24						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30*	31			
*end of marking period 21/21						

9/4	Schools Closed- Labor Day
9/5-9/6	Schools Close- Staff Development Days
9/7	First Day of School!
9/25	Schools Closed- Yom Kippur
10/9	School Closed- Columbus Day/ Indigenous People's Day
11/7	Schools Closed- Staff Development
11/9 & 11/10	Schools Closed- NJEA Convention
11/20	PK-8 Only: Early Dismissal P/T Conf.
11/21	PK-8 Only: Delayed Opening P/T Conf.
11/22	Early Dismissal- Thanksgiving
11/23 & 11/24	Schools Closed- Thanksgiving
12/22	Early Dismissal- Winter Break
12/25-1/1	Schools Closed- Winter Break
1/15	Schools Closed- Martin Luther King, Jr. Day
2/19	Schools Closed- President's Day
2/29	PK-8 Only: Early Dismissal P/T Conf.
3/1	PK-8 Only: Delayed Opening P/T Conf.
3/29	Schools Closed: Good Friday
4/1-4/5	Schools Closed- Spring Break
5/27	Schools Closed- Memorial Day
6/13	FMG Moving Up Ceremony
6/17	Early Dismissal-Last Day of School**/ JDHS Graduation/Report Cards
6/21	Schools Closed- Juneteenth

	Regular Schedule	Delayed Opening Start	Early Dismissal
Walton K-2	8:50 AM-3:10 PM	10:20 AM	1:00 PM
Walton AM PK	8:50 AM-11:30 PM	10:20 AM	10:40 AM
Walton PM PK	12:30 AM- 3:10 PM	1:15 PM	1:00 PM
Caldwell & Sandmeier	8:40 AM-3:00 PM	10:10 AM	12:50 PM
FMG	7:45 AM- 2:30 PM	9:15 AM	12:13 PM
JDHS	7:40 AM- 2:31 PM	9:10 AM	12:07 PM

Report Cards	
Parent/Teacher Conferences	Schools Closed
<u>Early Dismissal Days</u>	Staff Development
**5/24, 6/20, 6/21 are Inclement Weather Days.	
Inclement weather days will be taken in the following order: 6/19, 6/20, 5/24. The last day of school will be an early dismissal day. If more than 3 inclement weather days are taken, necessary days will be taken from Spring Break starting 4/1 going forward. Please be aware of this when planning for the school year.	

February '24						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		
20/20						

March '24						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
20/20						

April '24						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11*	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
*end of marking period 17/17						

May '24						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
21/21						

June '24						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13*	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	*end of marking period					11/11

Springfield Public Schools
Springfield, New Jersey 07081
2021 - 2022 School Year
Revised Special Salaries, Fees, and Compensations * Effective 4/5/22

	FROM	TO
1 Bedside Instruction Rate	\$ 43.25 per hour	\$ 43.25 per hour
1a Interpreter/Translator (language)	\$ 43.25 per hour	\$ 43.25 per hour
2 Substitute and Part-time Clerks	\$ 14.75 per hour	\$ 14.75 per hour
3 Substitute Clerical Personnel (Retirees)	\$ 14.75 per hour	\$ 14.75 per hour
Business Office Support	\$ 21.50 per hour	\$ 21.50 per hour
4 Custodial Substitutes/Maintenance Worker	\$ 14.75 per hour	\$ 14.75 per hour
5 Summer Student Help	\$ 13.00 per hour	\$ 13.00 per hour
6 Rate for Mileage	\$ 0.350 per mile	\$ 0.350 per mile
7 Substitute/School Bus Drivers	\$ 17.00 per hour	\$ 21.11 per hour
8 Charge for Copies of Materials	\$ 0.05 per/page standard	\$ 0.05 per/page standard
	\$ 0.07 per/page legal	\$ 0.07 per/page legal
9 Bus Rental Fee	\$ 72.00 per hour	\$ 72.00 per hour
10 Subscription Busing	\$ 425.00 1 way	\$ 425.00 1 way
	\$ 850.00 Roundtrip	\$ 850.00 Roundtrip
11 Substitute Teacher		
a. County Certificate		
1-19 days	\$ 96.00	\$ 96.00
20+ days	\$ 106.00	\$ 106.00
b. County Certificate/BA		
1-19 days	\$ 101.00	\$ 101.00
20+ days	\$ 111.00	\$ 111.00
c. Regular Teaching Certificate		
1. Cumulative days of service in current school year		
1-19 days	\$ 106.00	\$ 106.00
20-39 days	\$ 111.00 *	\$ 111.00 *
40+ days	\$ 121.00	\$ 121.00
2. Cumulative days of service in same assignment & current school year		
1-19 days	\$ 111.00	
20+ days	\$ 144.00 **	
d. County Certificate/Certified RN		
1+ days	\$ 190.00	

* After 50 days of cumulative service the previous year, the rate of pay will be \$111.00

** After 20 consecutive days in the same assignment, \$144/diem retro-active to the 1st day.

**SPRINGFIELD BOARD OF EDUCATION
PERSONNEL AGENDA*
APRIL 4, 2022**

ATTACHMENT (C)

	Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/Renewal/New/ Revision	Additional Information	Account Number	Effective Date
Certificated Staff										
a	Mastrella	Lorraine	Lunch Coverage	JCS	---	\$28.41/lunch period	New	ARP Funds	20-487-100-100-31-12	3/18/2022 - 6/30/2022
b	Costa	Diana	Elementary Teacher	EVW	---	---	---	Leave Extension		5/16/2022 - 6/30/2022
c	Schoch	Lisa	Rutgers Reading	EVW	---	\$52.24/hr	New	Max 20 hours, ESSER III- ARP Funds	20-487-100-100-31-12	3/21/2022 - 6/30/2022
d	Perdomo	Mary	Rutgers Reading	EVW	---	\$52.24/hr	New	Max 20 hours, ESSER III- ARP Funds	20-487-100-100-31-12	3/21/2022 - 6/30/2022
e	Martinez	Jennifer	Afterschool Academic Assistance	JDHS	---	\$52.24/hr	New	Additional 20 hours, max 60 hours, ESEA Title 1	20-231-100-101-31-12	3/21/2022 - 6/30/2022
f	Powers	Mary Ellen	Afterschool Academic Assistance	JDHS	---	\$52.24/hr	New	Additional 20 hours, max 60 hours, ESEA Title 1	20-231-100-101-31-12	3/21/2022 - 6/30/2022
g	Martinez	Jennifer	Afterschool Tutorial	JDHS	---	\$52.24/hr	Revision	Max 20 hours, ESEA Title I Funds	20-231-100-101-31-12	10/15/2021-6/30/2022
h	Tauscher	Kelley	Extended Day Tutorials	TLS	---	\$52.24/hr	New	Max 6 hours, ESEA Title I Funds	20-231-100-101-31-12	4/5/2022-6/30/2022
i	Grobarz	Alyssa	Extended Day Tutorials	JCS	---	\$52.24/hr	Revision	Max 20 hours, ESEA Title I Funds	20-231-100-101-31-12	10/15/2021-12/22/2021
j	Powers	Mary Ellen	Extended Day Tutorials	JDHS	---	\$52.24/hr	Revision	Max 20 hours, ESEA Title I Funds	20-231-100-101-31-12	10/11/2021-12/22/2021
k	Malino	Judith	Extended Day Tutorials	JDHS	---	\$52.24/hr	Revision	Max 20 hours, ESEA Title I Funds	20-231-100-101-31-12	10/11/2021-12/22/2021
l	Van Brundt	Michael	Extended Day Tutorials	FMG	---	\$52.24/hr	Revision	Max 20 hours, ESEA Title I Funds	20-231-100-101-31-12	10/15/2021-12/22/2021
m	Elia	Danielle	Rutgers Reading	JCS	---	\$52.24/hr	Revision	Max 20 hours, ESEA Title I Funds	20-231-100-101-31-12	10/15/2021-12/22/2021
o	Heron	Christine	Rutgers Reading	TLS	---	\$52.24/hr	Revision	Max 20 hours, ESEA Title I Funds	20-231-100-101-31-12	10/15/2021-12/22/2021
p	Frankhouser	Kathy	Rutgers Reading	JCS	---	\$52.24/hr	Revision	Max 20 hours, ESEA Title I Funds	20-231-100-101-31-12	10/15/2021-12/22/2021
q	Schmidt	Linda	CAR			\$60.09/hr	Revision	Max 20 hours, ESEA Title IIA Funds	20-270-100-100-41-12	7/19/2021
r	Grobarz	Alyssa	CAR			\$60.09/hr	Revision	Max 20 hours, ESEA Title IIA Funds	20-270-100-100-41-12	7/19/2021
s	Handy	Dolores	CAR			\$60.09/hr	Revision	Max 20 hours, ESEA Title IIA Funds	20-270-100-100-41-12	7/19/2021
t	David	Joseph	Home Instructor	District	---	\$43.25/hr	New	Max 20 hours, ESEA Title I Funds	11-150-100-101-63-11	3/22/2022 - 6/30/2022
u	Harris	Isaiah	Assistant Spring Track Coach			\$6,138.00	Replacement	Schedule E; replacing S. Meringolo	11-402-100-100-46-14	Spring 2022
v	Krupit	Benjamin	Winter Chorale Concert	JDHS	---	\$300.00	New	Schedule E	11-401-100-100-45-14	12/1/2021 - 6/30/2022
w	Krupit	Benjamin	Spring Chorale Concert	JDHS	---	\$300.00	New	Schedule E	11-401-100-100-45-14	3/1/2022 - 6/30/2022
x	Krupit	Benjamin	Spring Musical Pit Musician	JDHS	---	\$590.00	New	Schedule E	11-401-100-100-45-14	3/1/2022 - 6/30/2022
y	Berger	Andrew	Spring Musical Pit Musician	JDHS	---	\$590.00	New	Schedule E	11-401-100-100-45-14	3/1/2022 - 6/30/2022
z	D'Achille	Anna	Spring Musical Pit Musician	JDHS	---	\$590.00	New	Schedule E	11-401-100-100-45-14	3/1/2022 - 6/30/2022
aa	ID	0651	---	---	---	---	---	Medical Leave	---	3/9/2022-3/29/2022
bb	ID	2978	---	---	---	---	---	Paid Administrative Leave	---	Effective 4/5/2022
cc	Scudero	Erica	School Safety Officer	---	---	---	Replacement	D. Kelly		Effective 4/1/2022
dd	Boehm	Tiffany	Affirmative Action Officer	---	---	---	Replacement	D. Kelly		Effective 4/1/2022
ee	Goldberg	Rachel	Title IX Coordinator	---	---	---	Replacement	D. Kelly		Effective 4/1/2022
ff	Boehm	Tiffany	Anti-Bullying Coordinator	---	---	---	Replacement	D. Kelly		Effective 4/1/2022
gg	Boehm	Tiffany	Homeless Liaison	---	---	---	Replacement	D. Kelly		Effective 4/1/2022
hh	ID	1972	---	---	---	---	---	Medical Leave	---	4/1/2022-5/13/2022

	Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/Renewal/New/ Revision	Additional Information	Account Number	Effective Date
Substitute/Home instructor/Volunteer										
ii	Del Viscovo	Gianna	Substitute Teacher	District	---	\$101.00/day	New	County Cert/BA	11-1X0-100-101-01-XX	4/5/2022 - 6/30/2022

	Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/Renewal/New/ Revision	Information	Account Number	Effective Date
Non-Certificated										
jj	Byrum	Stephanie	Custodian	JDHS	---	---	---	Resignation		***
kk	Dougherty	Dixie	Custodian	JDHS	---	---	---	Retirement		11/1/2022
ll	Vaughan	Alan	Custodian	JDHS	---	---	---	Retirement		11/1/2022
mm	Garcia	Maria	Substitute Bus Driver	District	---	\$17.00/hr	New	Pending Criminal Clearance		April 5, 2022
nn	Varajao	Isabel	Substitute Custodian	District	---	\$14.75/hr	Renewal	---	11-000-270-162-96-10	9/1/2021 - 6/30/2022

	Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Account Number	Effective Date
Before and After School Program/Childcare										
nn	Karpanty	Karen	Substitute Group Leader	District	---	\$24.29/hr	New	---	50-430-200-100-87-04	3/22/2022 - 6/30/2022

“ A school district or charter school may employ....for a period not to exceed 90 days pending review by the school district providing all the following are satisfied:

Applicant complied with providing list

School district has no knowledge or information that the applicant would be required to disclose under the law

School district determines special or emergent circumstances exist that justify the temporary employment of this applicant”

Springfield Board of Education Regular Meeting 4/4/2022

*****Resignation subject to the requirements provided by law**

CONFERENCES/CONVENTIONS/WORKSHOPS

ATTACHMENT D

LAST NAME	FIRST NAME	SCHOOL	DESCRIPTION	LOCATION	Funding	DATE	AMOUNT	BOE APPROVED
Glazner	Traci	Caldwell	2022 NJ Speech-Language Hearing Association	Ocean Place Resort, Long Branch NJ		4/29/2022	\$ 280.42	4/4/2022
Simon	Danielle	JDHS	2022 NJ Speech-Language Hearing Association	Ocean Place Resort, Long Branch NJ		4/29/2022	\$ 284.16	4/4/2022

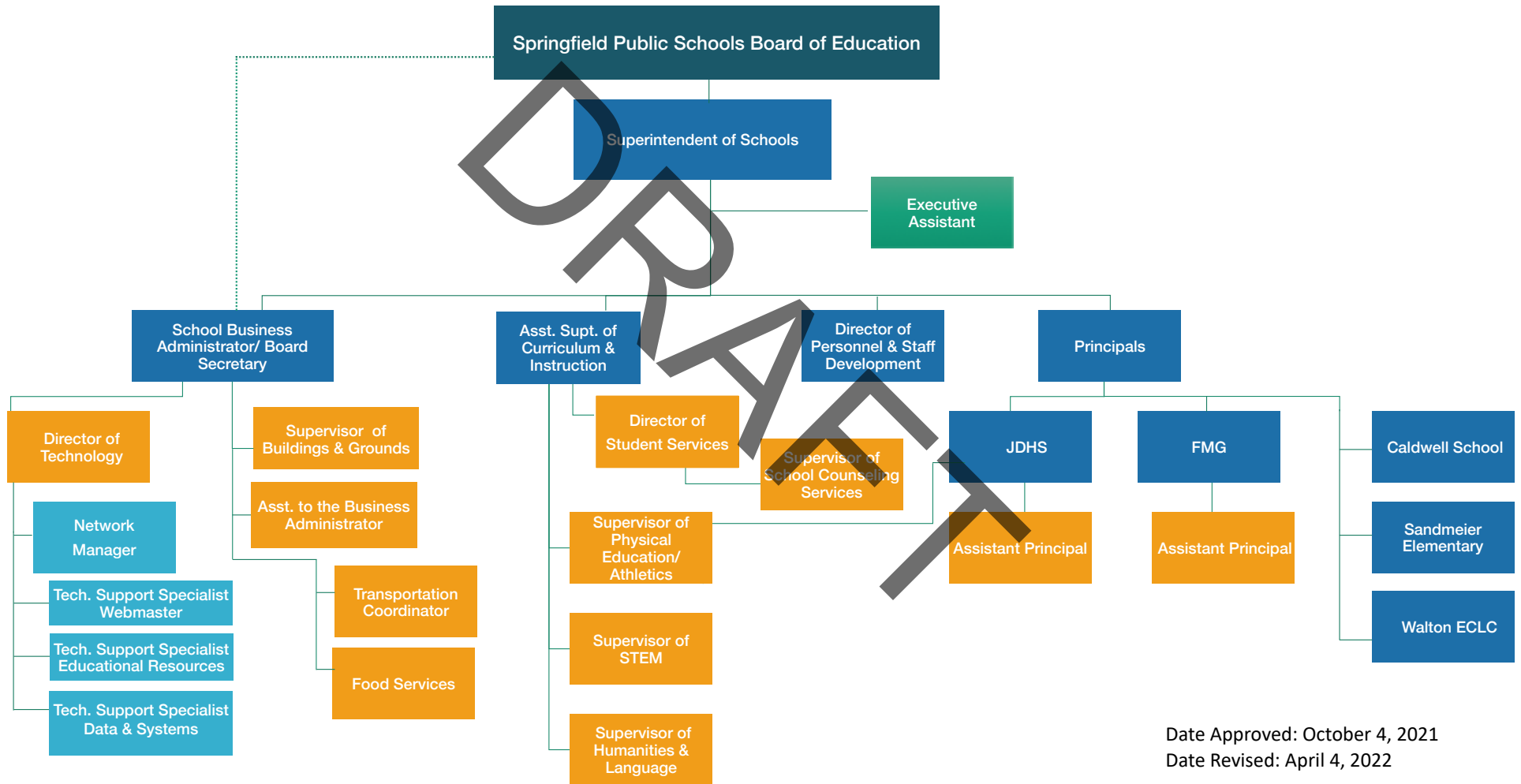
**Special Education Request
Related Services/OOD Placements**

Attachment (E)

. RELATED SERVICES REQUEST						
<u>Vendor</u>	<u>Related Service/Professional</u>	<u>Rate</u>	<u>Hours/days/week</u>	<u>Term</u>	<u>Student</u>	
	Therapies	Therapies support \$65.00-\$120.00 Group training \$1,000.00- \$2,000.00 per day		21-22SY		
Positive Development Medical of NJ Professional Corporation Parsippany,NJ						
Trinitas Center Based OT and Speech Springfield, NJ	OT and Speech Therapy	\$50.00-\$1000.00		21-22SY		

OF DISTRICT PLACEMENT REQUEST					
<u>School/Placement</u>	<u>Student</u>	<u>Tuition</u>	<u>Term</u>	<u>Comments</u>	

Springfield Public Schools Organization Chart



Date Approved: October 4, 2021
Date Revised: April 4, 2022

Sidebar Agreement between the
Springfield Education Association and the
Springfield Board of Education
Schedule E – New Clubs

Both parties enter into this Sidebar Agreement on _____.

1. The Springfield Board of Education and the Springfield Education Association agree to modify the negotiated Agreement for the school years 2019 – 2023.
2. During this time, the language in Article 33 After-School Activities, (B) Extra Curricular Activities, Schedule E, category Q shall be amended to include the following Club/Advisors:
 - a. Garden Club - \$718.00
3. This agreement shall be in effect during the 2021-2022 and 2022-2023 academic years only.
4. All of the remaining terms and conditions in the Parties Collective Bargaining Agreement not specifically modified herein shall remain in full force and shall not be impacted by the terms of this Sidebar Agreement.

For the Board of Education

For the Association

SPRINGFIELD BOARD OF EDUCATION

JOB DESCRIPTION

TITLE: Supervisor of School Counseling Services

QUALIFICATIONS:

1. A valid New Jersey Certificate for Supervisor and Educational Services and an endorsement for Director of Student Personnel Services or certificate of eligibility;
2. A Master's degree or higher;
3. Has completed a minimum of five (5) years of successful experience in school district counseling work; previous experience in a supervisory capacity preferred;
4. Demonstrated experience in counseling, college and career student support, 504 planning, intervention and referral services (I&RS), and parent-school connections;
5. Demonstrated experience with assessment management, state reporting, and student data systems;
6. Knowledge of state laws and regulations related to Harassment, Intimidation, and Bullying (HIB);
7. Demonstrated skills in project management, crisis management, communication, and program development; and
8. Required criminal history background check and proof of U.S. citizenship or legal registered alien status.

REPORTS TO: Director of Student Support Services

SUPERVISES: School Counselors
Student Assistance Coordinator
Other staff members as the Superintendent may designate.

PERFORMANCE RESPONSIBILITIES:

1. Establish and promote high standards and expectations for all staff for excellent performance.
2. Lead, manage, supervise, develop, and evaluate personnel supervised and other staff members as the Superintendent or his designee may designate in accordance with law, code, and Board policy.

Approved:

3. Works with the Director of Student Support Services to supervise, manage, and coordinate the school counseling services throughout the district to ensure that educational support services help to achieve the educational goals of the district.
4. Serve as the district Affirmative Action Officer.
5. Serve as the district Anti-Bullying Coordinator, coordinate and strengthen the school district's policies to prevent, identify, and address harassment, intimidation, and bullying of students, and manage Board communications related to HIB cases.
6. Serve as the McKinney-Vento Homeless Liaison for the district to ensure that children and youth experiencing homelessness are identified by school personnel through outreach and coordination activities with other entities and agencies.
7. Serve as the district 504 Coordinator and work in collaboration with Principals to oversee the implementation of student 504 plans.
8. Supervise the registration process, including procedures for the secure and confidential storage of student records, collection and maintenance of student records and data for the purposes of tracking student progress, assessment registration, and state reporting. Protect the confidentiality of information gained as part of exercising professional duties and use discretion in sharing such information within legal confines.
9. Collaborate with District Administration, Principals, Child Study Team members, and community resources to coordinate and provide counseling and career education services relating to, academic achievement, health-related concerns, and physical, emotional, and learning disabilities.
10. Plan and carry out an effective program of system-wide school counseling in which counselors provide service to all students; including but not limited to general education students, the gifted and talented, disaffected and disruptive students considered to be at risk, those identified as English Language Learners (ELL) and those classified as students with disabilities.
11. Serve as a liaison with the various offices and agencies within the community that may provide specialized and professional help to students and their parents, including town, county, state, and federal agencies.
12. Serve as a resource for assessment and diagnosis of learning styles, and social and emotional needs of students, using research-supported tools and techniques.

13. Work in cooperation with other Administrators in the district to coordinate the district's testing/assessment program as well as state-mandated testing.
14. Provide opportunities for effective staff development that addresses the needs for counseling, 504 Plans, guidance, college and career education programs including workshops, conferences, visitation, demonstration lessons, and sessions in which the staff learns of research-based successful practices and strategies (K-12).
15. Prepare grants and other applications applicable from guidance to career education achievement and college programs.
16. Coordinate guidance counselor schedules pertaining to summer programs and intervention programs.
17. Attend and participate in relevant administrative meetings conducted by the Assistant Superintendent, Director of Student Services, Principals and other Administrators, etc. Attend school staff meetings or staff committees as requested.
18. Represent the school and district at community, state, and professional meetings, when required.
19. In concert with the Principals, supervise elementary, middle and high school guidance counselors, and determine the appropriate opportunities, programs and services to be offered to students.
20. Recruit, screen, train and evaluate elementary, middle and high school counselors in collaboration with Principals and assume responsibility for their professional guidance.
21. Support guidance counselors with regard to procedures and protocols relating to the Intervention and Referral Service (I&RS) process.
22. Keep the Principals informed, coordinate the career education initiative in K-12.
23. Assume the responsibility for compiling, maintaining, and filing reports, records, and other documents legally required or administratively needed in designated school(s).
24. Develop budget recommendations and furnish these to the Director of Student Support Services. Maintain a permanent inventory of equipment purchases for guidance counselors.

25. Represents the district at relevant local, county and state guidance meetings.
26. Analyze district data and compile, prepare, and coordinate any district, state, and federal reports involving the educational services in the schools. Analyze and interpret formative and summative test data in conjunction with appropriate directors, principals, assistant/vice principals, supervisors, department chairpersons, and instructional chairpersons.
27. Attend meetings of the Board of Education and its committees as requested by the Superintendent or his/her designee pertaining to the content areas supervised.
28. Participate in staff meetings, administrator meetings, and committee meetings.
29. Report on the status of district programs and services.
30. Assist with the development, preparation, and administration of the budget.
31. Maintain copies of all necessary records and forms related to supervised programs and services.
32. Prepare reports for the Superintendent and the Board as requested by the Superintendent.
33. Interpret the programs and policies of the district to staff, students, and the community at large.
34. Work with local, state, and federal agencies that provide services to students and prepare district, state, and federal reports as required.
35. Keep the staff informed and seek ideas for the improvement of the district. Conduct meetings as necessary for the proper functioning of the district.
36. Maintain visibility with students, staff, parents, and the community, attending school functions regularly to demonstrate a genuine interest in the students and staff.
37. Maintain effective communications with agencies and resources outside of the district, representing the district at community, state, and professional meetings.
38. Continue to grow professionally through collaboration with colleagues and professional growth experiences. Summarize, interpret, and disseminate current developments in learning theory and research, instructional strategies, and program services through reading of professional journals, participation in professional development, and involvement in professional organizations.

39. Protect confidentiality of records and information gained as part of exercising professional duties and use discretion in sharing such information within legal confines.
40. Observe strictly and exceed, to avoid the appearance of conflict, all requirements of the School Ethics Act and board policy on vendor relations regarding conflicts of interest in employment, purchasing, and other decisions, including solicitation and acceptance of gifts and favors, and submit in a timely fashion the required annual disclosure statement regarding employment and financial interests.
41. Adhere to New Jersey school law, State Board of Education rules and regulations, Board of Education policies and regulations, and contractual obligations.
42. Participate in interview committees as assigned.
43. Process all requests for attendance at conferences and absences pertaining to the content area supervised.
44. Oversee and handle any state and/or federal monitoring relative to the areas supervised.
45. Collaborate with the Assistant Superintendent of Curriculum and Instruction in the implementation of New Jersey Quality Single Accountability Continuum (QSAC) or equivalent system pertaining to the content areas supervised.
46. Perform all other duties as required by law, code, or Board policy.
47. Perform such other tasks and assume such other responsibilities as the Superintendent or his/her designee may assign from time to time and not otherwise prohibited by law or regulation.

TERMS OF EMPLOYMENT:

1. Eleven (11) months.
2. Conditions established by laws and codes of New Jersey; and policies, rules, and regulations established by the Springfield Board of Education.
3. Tenurable.

EVALUATION: Evaluated by the Director of Student Support Services.

Approved: April 4, 2022

Springfield Public Schools

Cultivating compassionate and Extraordinary Learners!

Sidebar Agreement with Springfield Supervisory Association regarding the addition of the Supervisor of School Counseling Services.

1. Article I (A): The agreement will recognize the title of Supervisor of School Counseling Services as a “Non-Teaching Supervisor”.
2. The position shall fall within the description of the duties of a “Non-Teaching Supervisor” as outlined in Article IX (B).
3. Article XIV (D) 1.a: Shall be revised to: “All Association members, other than the Supervisor of Humanities, the Supervisor of Mathematics and Science, *Supervisor of School Counseling Services*, and Assistant Principals...”
4. All other applicable contract language shall apply to the position being recognized.

Agreed:

Candice Schiano, President SSA

Date

Scott Silverstein, President BOE

Date

Office of the Superintendent

139 Mountain Avenue, Springfield, NJ 07081 • rgoldberg@springfieldschools.com • 973.376.1025