

Springfield Township Board of Education
Jobstown, New Jersey 08041
Tuesday, March 20, 2012

Call to Order: A **Regular Meeting** of the Springfield Township Board of Education was called to order by Mr. Reinisch on Tuesday, March 20, 2012, at 7:15 p.m. in the school cafeteria.

Roll Call of Members:

James Specca, President - absent	John Megariotis - present
David Reinisch, Vice President - present	Maggie Payne - present
John Ainsworth - present	Dennis Schmieder - present
Lisa Giovanelli - absent	Jennifer Steel - absent
Wil Klentzeris - present	

Others present:

Mr. Joseph Miller, Mr. Edward Kent

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, March 20, 2012, at 7:15 p.m., in the cafeteria, 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 Vice President led the Board and the assemblage in the Pledge of Allegiance.

Minutes:

Request approval for the Minutes of the Tuesday, February 21, 2012 Regular Meeting.

Motion: Payne

Second: Schmieder

Approval: 6-0

Request approval for the Minutes of the Tuesday, February 21, 2012 Executive Session.

Motion: Payne

Second: Schmieder

Approval: 6-0

Request approval for the Minutes of the Wednesday, February 29, 2012 Special Meeting.

Motion: Payne

Second: Ainsworth

Approval: 5-0-1 (Megariotis-Abstain)

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Request approval for the Minutes of the Wednesday, February 29, 2012 Executive Session.

Motion: Ainsworth **Second: Payne**
Approval: 5-0-1 (Megariotis-Abstain)

Request approval for the Minutes of the Thursday, March 1, 2012 Special Meeting.

Motion: Payne **Second: Ainsworth**
Approval: 4-0-2 (Megariotis/Klentzeris-Abstain)

Request approval for the Minutes of the Thursday, March 1, 2012 Executive Session.

Motion: Payne **Second: Ainsworth**
Approval: 4-0-2 (Megariotis/Klentzeris-Abstain)

Request approval for the Minutes of the Tuesday, March 6, 2012 Special Meeting.

Motion: Payne **Second: Ainsworth**
Approval: 6-0

Request approval for the Minutes of the Tuesday, March 6, 2012 Executive Session.

Motion: Payne **Second: Ainsworth**
Approval: 6-0

Request approval for the Minutes of the Wednesday, March 7, 2012 Special Meeting.

Motion: Megariotis **Second: Klentzeris**
Approval: 6-0

Request approval for the Minutes of the Wednesday, March 7, 2012 Executive Session.

Motion: Megariotis **Second: Klentzeris**
Approval: 6-0

Request approval for the Minutes of the Wednesday, March 14, 2012 Special Meeting.

Motion: Megariotis **Second: Klentzeris**
Approval: 5-0-1 (Payne-Abstain)

Request approval for the Minutes of the Wednesday, March 14, 2012 Executive Session.

Motion: Megariotis **Second: Klentzeris**
Approval: 5-0-1 (Payne-Abstain)

PUBLIC COMMENT

The public shall be reminded that they should attempt to resolve the problems and/or complaints through initial contact with the appropriate staff. Such matters should only be brought to the Board of Education after all avenues within the administrative chain of command have been exhausted. In addition, items regarding personnel should follow the chain of command and any comments could hold the resident and the Board of Education liable.

Public Comment #1:

Wayne Smith

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At times, it may appear to members of our audience that the Board of Education takes action with very little, if any, comment and, in many cases, a unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter and is satisfied that it is ready to be presented to the Board of Education. The matter may have been previously referred to a Board committee for further consideration. When all are satisfied that it is ready for Board action, the agenda is delivered to Board members five days prior to their meeting. Board members preview the agenda items and discuss questionable items with the Superintendent or Business Administrator so that when they attend the meeting, there is usually no further need to question the issue. Only then is it voted upon as an action item at a public meeting.

SBA/BS'S REPORT

PAYMENT OF BILLS:

Lunchroom:

02/23/2012 – Invoice #790021612 = \$2,660.00
03/01/2012 – Invoice #790022312 = \$1,839.39
03/08/2012 – Invoice #790030112 = \$2,506.41
03/15/2012 – Invoice #790030812 = \$3,237.11
Total: \$10,242.91

Payroll:

Spr. Twp. BOE, Payroll Account-02/29/12 = \$123,536.30 (\$7,580.17 FICA/\$1,772.77 MEDI)
Spr. Twp. BOE, Payroll Account-03/15/12 = \$123,846.76 (\$7,599.41 FICA/\$1,777.28 MEDI)

Bills & Claims

2011-2012

Bills & Claims –\$3,468.00; \$62,053.22
Employee Benefits - \$56,903.85

Motion to approve payment of bills: Ainsworth Second: Payne
Approval: 6-0

Financial Reports:

Request board approval of Board Secretary and Treasurer's Report – January 2012

Motion: Ainsworth Second: Payne
Approval: 6-0

Request Board approval of monthly transfer reports for January 2012. Documents provided to the Board by the Board Office showing budget line item reports for the period ending January 31, 2012 for certification.

Motion: Ainsworth Second: Payne
Approval: 6-0

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SUPERINTENDENT'S REPORT

ENROLLMENT (as of March 14, 2012)

	<u>10/11</u>	<u>11/12</u>
Kindergarten	28	36
Mrs. Carter	4	4
First Grade	29	31
Second Grade	41	29
Third Grade	43	39
Fourth Grade	51	46
Fifth Grade	53	52
Sixth Grade	42	52
Out-of-District Placement	2	3
Total	293	292

SCHOOL BUS EMERGENCY EVACUATION DRILL

Date	Time	School Name	Location	Route	Supervisor
03/15/2012	8:45 am	STS	Front Circle	S1	Jared Fudurich
03/15/2012	8:50 am	STS	Front Circle	S2	Jared Fudurich
03/15/2012	8:40 am	STS	Front Circle	S3	Jared Fudurich
03/15/2012	8:41 am	STS	Front Circle	S4	Jared Fudurich
03/15/2012	8:44 am	STS	Side Door	S5	Jared Fudurich
03/15/2012	8:48 am	STS	Front Circle	S6	Jared Fudurich

Presentations-Superintendent:

- Sixth Grade Diagnostic Test
- Special Education Extended Year Summer Program
- Professional Contract Extensions: July 1, 2012 – January 2013
- Public Budget Hearing: March 27, 2012, 7:00 p.m.; Cafeteria
- County Superintendent Report on Mid-Year Review
- Reminder: Ethics Disclosure Forms due by April 30, 2012
- Reminder: CSA Evaluation and BOE Self-Evaluation
- Update and Status Report: Flexible Spending Account
- Status Report: Expansion of Genesis services
- Status Report: Policy Manual Update from Strauss Esmay
- Fundraiser for Chesterfield Fund raised \$513.01

Information Enclosed

Nurse's Monthly Report – February 2012

Harassment, Intimidation, and Bullying Report – March 20, 2012

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Important Dates

March 19–23, 2012 – Book Fair

March 27, 2012 – Public Hearing – FY2012-2013 Budget, 7:00 p.m.

March 31, 2012 – Home and School Family Bowling Night

April 6-13, 2012 – Spring Break – School Closed

April 17, 2012 – Regular Meeting of the Board of Education

RESOLUTION

1. Approval – Authorization of Special Education Extended School Year Summer Program -- 2012-2013

It is recommended that the Board of Education approve the operation of a Special Education Extended School Year Summer Program for 2012-2013 for the period July 2-26, 2012 (15 days total); four hours a day (8:00 a.m. through 12:00 p.m.) as per the enclosed informational outline.

Motion: Ainsworth

Second: Payne

Approval: 6-0

PLANS

1. Approval – 2012-2013 School Calendar

It is recommended that the Board of Education approve the 2012-2013 school calendar as recommended.

Motion: Payne

Second: Ainsworth

Approval: 6-0

POLICY

1. Approval – First Reading/Strauss Esmay Policy Alert #196

It is recommended that the Board of Education adopt for first reading the policy additions, revisions and updates, as per Strauss Esmay Policy Alert #196.

Motion: Schmieder

Second: Payne

Approval: 6-0

2. Approval – First Reading/Changes to Policy Bylaws #0167

It is recommended that the Board of Education adopt for first reading changes to Policy Bylaws #0167, as per Strauss Esmay.

Motion: Ainsworth

Second: Payne

Approval: 6-0

PERSONNEL

1. Approval - Substitute Teacher – 2011-2012 School Year

It is recommended that the Board of Education approve the appointment of Ms. Laura Bruzek as a substitute teacher for the 2011-2012 school year. (Candidate has successfully completed the required substitute teacher certification and a criminal background check.)

Motion: Ainsworth

Second: Payne

Roll Call Vote: All Yes

Approval: 6-0

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2. Approval – Salary Guide Advancement

Resolved, that the Board of Education approve advancement of Jon Luyber on the salary guide from BA+18 to MA, effective February 1, 2012.

Motion: Ainsworth

Second: Schmieder

Roll Call Vote: All Yes

Approval: 6-0

3. Approval – Special Education Extended Year Program - 2012

It is recommended that the Board of Education approve appointment of the following staff members for the 2012 Special Education Extended Year Program for the period July 2-26, 2012 (15 days total); four hours a day (8:00 a.m. through 12:00 p.m.):

Staff Member	Position	No. of Hours	Rate of Pay
Heather Pence	Teacher	67.5	\$36.33
Madeline Zacharkow	Teacher	67.5	\$36.33
Janet Lockwood	Aide	75	\$18.17
Denise Buffa	Aide	75	\$18.17
Karen Wassall	Bus Driver	30	\$18.17
JoAnn Ricciani	Nurse	30	\$36.33
Lisa Horta	Speech	4	\$36.33
Andrea Pascoello	OT	4	TBD

Motion: Ainsworth

Second: Payne

Roll Call Vote: All Yes

Approval: 6-0

4. Approval – Staff Donation of Personal Days

Resolved, that the Board of Education authorize approval to allow employees to donate personal days to be utilized by another employee as additional sick leave days, in light of a medical crisis, for this one specific incident only, not to be precedent setting.

Motion: Payne

Second: Schmieder

Roll Call Vote: All Yes

Approval: 6-0

5. Tentative Approval – Appointment of School Business Administrator/Board Secretary

It is recommended that the Board of Education tentatively appoint Charmette Long-Vernon as School Business Administrator/Board Secretary of the Springfield Township Elementary School for the period of July 1, 2012 through June 30, 2013, at an annual salary of \$80,000, with benefits as described in her contract. Approval is tentative, pending contract approval by the Executive County Superintendent.

Motion: Ainsworth

Second: Schmieder

Roll Call Vote: All Yes

Approval: 6-0

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6. Tentative Approval – Appointment of Superintendent/Principal

It is recommended that the Board of Education tentatively appoint Edith Conroy as Superintendent/Principal of the Springfield Township Elementary School for the period July 1, 2012 through June 30, 2015, at an initial annual salary of \$122,500, with benefits as described in her contract. Approval is tentative, pending contract approval by the Executive County Superintendent.

Motion: Ainsworth

Second: Payne

Roll Call Vote: All Yes

Approval: 6-0

CONTRACT

1. Approval – Food Service Management Authority

Be it resolved that the Springfield Township Board of Education approve the extension of the contract (year four of five years) with Nutri-Serve Food Management, Inc. for the FY2012-2013 at a renewal fee of \$11,547.25.

Motion: Schmieder

Second: Ainsworth

Approval: 4-2 (Payne/Ainsworth-No)

2. Approval – Honeywell Service Agreement – FY2012-2013

Be it resolved that the Springfield Township Board of Education approve the Honeywell Service Agreement for the FY2012-2013 at a renewal fee of \$1,157.00.

Motion: Ainsworth

Second: Payne

Approval: 6-0

FIELD TRIPS

1. Approval – Field Trips 2011-2012 School Year

It is recommended that the Board of Education approve the following field trips for the 2011-2012 school year:

April 2012 - **Grade 6 - Enrichment-Philadelphia Zoo-Overnight**, Philadelphia, PA; 5:30 p.m. Thursday -4:00 p.m. Friday (Mrs. Skinner)

June 2012 - **Grades 5 & 6 - Battle of the Books**-Upper Elementary School; North Hanover; 9:00 a.m.-1:30 p.m. (Mrs. Kolev, Mrs. Eisner)

June 2012 - **Grade 5 - National Constitution Center**, Philadelphia, PA; 8:15 a.m.-3:00 p.m. (Mrs. Kolev, Mrs. Bergen, Mrs. McIntyre, Nurse)

Motion: Payne

Second: Schmieder

Approval: 6-0

OTHER

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1. Travel Approval

Schedule #1 – list of staff travel with costs relating to workshop fees, lodging, meals and mileage reimbursement.

Schedule #2 – list of staff travel with cost of mileage reimbursement only-copies in packet.

Upon the recommendation of the Superintendent, the Board pre-approves any staff travel represented on current lists.

Motion: Payne

Second: Schmieder

Approval: 6-0

2. Authorize Reception for Newly-Hired SBA and CSA

It is recommended that the Board of Education authorize a reception for the newly-hired SBA and CSA to which the public will be invited. The reception will be held to coincide with the upcoming public budget hearing scheduled for Tuesday, March 27, 2012, in the school cafeteria. The reception will take place at 6:00 p.m., to be followed by the Public Budget Hearing at 7:00 p.m. Refreshments will be made available by the Home and School Association.

Motion: Ainsworth

Second: Klentzeris

Approval: 6-0

OLD BUSINESS:

NEW BUSINESS:

Public Comment #2:

Motion to Enter Executive Session: Time: 8:08 p.m.

Purpose: Referendum; BOE Member Status

Motion: Ainsworth

Second: Payne

Approval: 6-0

Motion to return to Regular Session: Time: 8:46 p.m.

Motion: Megariotis

Second: Payne

Approval: 6-0

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Motion to Adjourn: _____
Motion: Megariotis
Approval: 6-0

Time: 8:50 p.m.
Second: Payne

Respectfully submitted,

Edward D. Kent
Interim SBA/BS