Springfield Township Board of Education
Jobstown, New Jersey 08041
Tuesday, February 19, 2013

Work Session: 7:03 p.m.

- Electronic BOE Packet Feedback
- D. Reinisch – School Security Update

Call to Order: A **Regular Meeting** of the Springfield Township Board of Education was called to order by Mr. Reinisch on Tuesday, February 19, 2013, at 7:21 p.m. in the school library.

Roll Call of Members:

David Reinisch, President-present
Dennis Schmieder, Vice President-present
Christopher Corbo-present
Lisa Giovanelli-absent
Wil Klentzeris-*arrived at 7:21 p.m.*
John Megariotis-present
Laurie Middleton Frank-present
Michael Ritterman-present
James Specca-present

Others present:

Edith Conroy; Christina Moskal; Mary Ann Friedman, NJSBA Field Representative

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, February 19, 2013 at 7:15 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.

Recognition of Service by Board President David Reinisch: Ruth Abbott
STEA President – Sandy Secouler

Brief Intermission

Minutes:

1. Request approval for the Minutes of the Tuesday, January 15, 2012 Regular Meeting.
   Motion: Specca **Second: Ritterman**
   Approval: 8-0 (Giovanelli-Absent)

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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:

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.

- Joseph Bucs, Paddock Drive, Columbus: is there a formal plan for the Safety and Security Plan?

Correspondence

None

SBA/BS'S REPORT

2. **PAYMENT OF BILLS:**

2012-2013

Lunchroom:

01/17/2013 – Invoice #790011013 = $2,481.47
01/24/2013 – Invoice #790011713 = $2,544.14
01/31/2013 – Invoice #790012413 = $2,219.89
02/07/2013 – Invoice #790013113 = $2,735.26
02/14/2013 – Invoice #790020713 = $2,714.26
Total: $12,695.02

Bills List: January - $160,628.60

Payroll:

Spr. Twp., BOE, Payroll-01/15/2013 = $129,204.50 ($7,835.55 FICA/$1,832.51 MEDI)
Spr. Twp., BOE, Payroll-01/30/2013 = $128,826.03 ($7,812.09 FICA/$1,827.03 MEDI)
Spr. Twp., BOE, Payroll-02/15/2013 = $129,504.66 ($7,842.46 FICA/$1,834.13 MEDI)

Motion to approve payment of bills: Specca Second: Ritterman
Roll Call Vote: All Yes
Approval: 8-0 (Giovanelli-Absent)

3. **Approval – Authorization for Disposal of Obsolete Books**
   Be it resolved that the Springfield Board of Education declare the following listing of textbooks obsolete surplus books after being listed on the state website for disposal for the required 120 days and authorizes the School Business Administrator to dispose of same.

Book ISBN	Book Title	Quantity
0-328-03020-1	Mathematics 5th Grade Scott Foresman	66
0-328-03021-X	Mathematics 6th Grade Scott Foresman	49
0-328-11708-0	Mathematics 4th Grade Scott Foresman	56
0-328-11707-2	Mathematics 3rd Grade Scott Foresman	51

   Motion: Megariotis **Second: Specca**
   Roll Call Vote: All Yes
   Approval: 8-0 (Giovanelli-Absent)

4. **Approval – Authorization for Disposal of Obsolete VHS and Cassette Tapes**
   Be it resolved that the Springfield Board of Education declare the listing of obsolete VHS and cassette tapes surplus and authorize the School Business Administrator to dispose of these items (see attached list).
   Motion: Megariotis **Second: Specca**
   Roll Call Vote: All Yes
   Approval: 8-0 (Giovanelli-Absent)

5. **Approval – Schedule Special Meeting of the Board of Education**
   Be it resolved that the Springfield Board of Education schedule a Special Meeting of the Board of Education at 7:00 p.m. on Tuesday, March 5, 2013.
   Motion: Megariotis **Second: Specca**
   Approval: **8-0 (Giovanelli-Absent)**

SUPERINTENDENT'S REPORT

ENROLLMENT *(as of February 6, 2013)*

	11/12	12/13
Kindergarten	**36**	**28**
Mrs. Carter	**4**	**4**
First Grade	**30**	**34**
Second Grade	**28**	**32**
Third Grade	**38**	**31**
Fourth Grade	**43**	**36**
Fifth Grade	**51**	**46**
Sixth Grade	**52**	**52**
Out of District Placement	**3**	**3**
Total	**285**	**266**

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Superintendent's Update

- Proposed 2013-2014 School Calendar
- QSAC Visit
- Staff PD Update

Information Enclosed

- School Nurse's Monthly Report – January 2013
- HIB Report #8-10
- Nutri-Serve Update - February 2012
- Progress Update on 2012-2013 District Goals

Important Dates

Friday, March 1, 2013 – Read Across America Celebration
Tuesday, March 5, 2013 – Board of Education Special Meeting; 7:00 p.m., pending BOE approval
Friday, March 8, 2013 – School Closed for Students/Professional Development for Staff
Tuesday, March 12, 2013 – Home and School Meeting; 7:00 p.m.
Monday, March 18-Friday, March 22, 2013 – Book Fair
Tuesday, March 26, 2013 – Board of Education Meeting/Budget Hearing; 7:00 p.m.
Thursday, March 28, 2013 – Early Dismissal
Friday, March 29-Friday, April 5, 2013 – School Closed/Spring Break

CONTRACT

6. **Approval – Professional Development – Beautiful Minds, Behavioral Consultants**
   It is recommended that the Springfield Board of Education approve the agreement with Beautiful Minds, Behavioral Consultants, to provide professional development to staff on Friday, March 8, 2013 at a fee of $945.00.
   Motion: Schmieder **Second: Klentzeris**
   Roll Call Vote: All Yes
   Approval: 8-0 (Giovanelli-Absent)

PERSONNEL

7. **Approval – Maternity Leave – 2013-2014 School Year**
   It is recommended that the Springfield Board of Education approve an unpaid maternity leave for Ashley Traino for the period September 1, 2013 through January 1, 2014.
   Motion: Klentzeris **Second: Ritterman**
   Roll Call Vote: All Yes
   Approval: **8-0 (Giovanelli-Absent)**

8. **Approval – Revision in Work Day – Debra Webster**
   It is recommended that the Springfield Board of Education approve a revision in the work day for Debra Webster from 7.5 hours to 8 hours per day, for a total salary increase of $1,955.00 (pro-rated accordingly for the remainder of the 2012-2013 school year), effective February, 20, 2013.
   Motion: Schmieder **Second: Specca**
   Roll Call Vote: All Yes
   Approval: 8-0 (Giovanelli-Absent)

9. **Approval – Payment for Additional Hours – Professional Development**
   It is recommended that the Springfield Board of Education approve payment for additional hours for professional development in-service scheduled for March 8, 2013 for the following staff members:

Staff Member	No. of Hours	Rate of Pay
Rachel Smith	5.5 hours	$36.33
Marisela Millerline	6.75 hours	$36.33
Clarene Spennato	3.5 hours	$36.33

   Motion: Megariotis **Second: Specca**
   Roll Call Vote: All Yes
   Approval: 8-0 (Giovanelli-Absent)

10. **Approval – Appointment of Administrative Assistant to the CSA**
    It is recommended that the Springfield Board of Education approve the appointment of Amy Shafer as Administrative Assistant to the Chief School Administrator at an annual salary of $38,000.00, (pro-rated accordingly for the remainder of the 2012-2013 school year), start date of Monday, March 11, 2013, pending completion of the proper criminal background check.
    Motion: Middleton Frank **Second: Ritterman**
    Roll Call Vote: All Yes
    Approval: 8-0 (Giovanelli-Absent)

POLICY

11. **Approval – First Reading of Policy #0132, #2415, #2468, #3230, #4230, #3281, #4281, #8505**
    It is recommended that the Springfield Board of Education approve for first reading the following policies prepared by Strauss Esmay:
    #0132 – Executive Authority (Revision)
    #2415 – No Child Left Behind Programs (Revision)
    #2468 – Independent Educational Evaluations (New)
    #3230 – Outside Activities (Revision - Certificated Staff)
    #4230 – Outside Activities (Revision - Support Staff)
    #3281 – Inappropriate Staff Conduct (Revision - Certificated Staff)
    #4281 – Inappropriate Staff Conduct (Revision - Support Staff)

#8505 – School Nutrition (Revision)

Motion: Specca **Second: Corbo**
Approval: 8-0 (Giovanelli-Absent)

FIELD TRIPS

12. Approval - Field Trips - 2012-2013 School Year

It is recommended that the Springfield Board of Education approve the following field trips for the 2012-2013 school year:

March 2013, **NBC Middle School (Visitation Day)**, Grade 6
March 2013, **Philadelphia Zoo**, Kindergarten
March 2013, **Sweigart Auditorium, Rider University**, Grade 6
April 2013, **Stony Brook Watershed**, Grade 5 (Class #1)
April 2013, **Stony Brook Watershed**, Grade 5 (Class #2)
May 2013, **NBC Middle School (Field Day)**, Grade 6
May 2013, **Grounds for Sculpture**, Grade 5 (Class #1)
May 2013, **Grounds for Sculpture**, Grade 5 (Class #2)
May 2013, **Allaire Village**, Grade 4
June 2013, **Johnson's Corner Farm**, Kindergarten
June 2013, **National Constitution Center**, Grade 5

Motion: Klentzeris **Second: Corbo**
Approval: 8-0 (Giovanelli-Absent)

USE OF FACILITY

13. Approval - Use of Facility

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

Ladies Bingo – Home and School Fundraiser – March 16, 2013; 6:30 to 9:00 p.m.; Gymnasium; Person-in-Charge: Cheryl Bohonyi

Motion: Specca **Second: Middleton Frank**
Approval: 8-0 (Giovanelli-Absent)

OTHER

14. Travel Approval

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

Motion: Megariotis **Second: Ritterman**
Approval: 8-0 (Giovanelli-Absent)

OLD BUSINESS:

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NEW BUSINESS:

(1) Committee Updates:
- Curriculum Technology -- Wil Klentzeris, Chair
- Policy -- Dennis Schmieder, Chair
- Finance/Facilities, -- Jim Specca, Committee Member

(2) 8:00 p.m. – NJSBA Presentation on Strategic Action Planning Services with Mary Ann Friedman, Field Representative

(3) New BOE Member Budget Orientation

Public Comment #2:

- Joe Bucs: (1) Motion #3 Obsolete Books – can we make money off of the books? (2) encourage Strategic Planning for the district.
- Roger Lippincott: encourage Strategic Planning
- Wayne Smith: excited about Strategic Action Plan

Motion to Adjourn: **Time: 9:05 p.m.**
Motion: Megariotis **Second: Ritterman**
Approval: 8-0 (Giovanelli-Absent)

Respectfully submitted,

Christina Moskal
School Business Administrator/Board Secretary