

**Springfield Township School  
Jobstown, NJ 08041  
Meeting Minutes  
Tuesday, October 15, 2013**

**Work Session:** 7:00 p.m.

**Committee Updates:**

1. Personnel – Mr. Specca reported that there has not been a Committee Meeting since the last BOE Meeting. Additionally, a meeting with the Teachers' Association Representatives has not been scheduled yet. A meeting will soon take place to set timelines for the upcoming Negotiations.
2. FFT- Nothing to report.
3. Curriculum/Technology – Nothing to report.
4. Policy - – Mr. Schmieder reported that the Policy Committee has not met since the last BOE meeting. He mentioned that there are readings of policies on tonight's Agenda that honor pupil achievement. One is for straight academic achievement, which is similar to a more traditional Honor Roll. Students in grades 3 through 6 would be eligible. The students would need to receive all three's and four's on their report card. The second is the Principal's List. This is more non-traditional and awards good student behaviors that support learning, such as character and preparedness. Students in grades 3 through 6 would be eligible. The students would need to receive all C's for "Consistent."

Mr. Reinisch noted that Ms. Moskal will be giving lessons on the financial reports during the Work Session portion of the BOE Meetings. This will be starting in November. This will aid in the goal of BOE Members gaining a better understanding of the district's finances, operations, and reporting.

Mr. Megariotis mentioned that four BOE Members – Mr. Megariotis, Mr. Specca, Mr. Ritterman and Mr. Schmieder – attended the recent Burlington County School Boards Association dinner meeting. During the meeting, there were legislative updates as well as an extensive presentation on tenure reform. Mr. Megariotis said that he was pleased with the turnout overall.

**Call to Order:** A **Regular Meeting** of the Springfield Township Board of Education was called to order by Mr. Reinisch on Tuesday, October 15, 2013, at 7:17 p.m. in the school library.

**Roll Call of Members:**

David Reinisch, President--present  
Dennis Schmieder, Vice President--present  
Jennifer Baran--present  
Christopher Corbo--arrived at 7:08 p.m.  
Lisa Giovanelli--absent

Wil Klentzeris--arrived at 7:13 p.m.  
John Megariotis--present  
Michael Ritterman--present  
James Specca--present

**Others present:**

Edith Conroy, Christina Moskal

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**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, October 15, 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 Cub Scouts led the Board and the assemblage in the Pledge of Allegiance.

**Minutes:**

1. Request approval for the Minutes of the Tuesday, September 17, 2013 Regular Meeting.

**Motion: Specca**  
**Approval: 8-0**

**Second: Ritterman**

2. Request approval for the Minutes of the Tuesday, September 17, 2013 Executive Session.

**Motion: Baran**  
**Approval: 8-0**

**Second: Corbo**

3. Request approval for the Minutes of the Monday, September 30, 2013 Special Meeting.

**Motion: Specca**  
**Approval: 7-0-1 (Klentzeris-Abstain)**

**Second: Corbo**

4. Request approval for the Minutes of the Monday, September 30, 2013 Executive Session.

**Motion: Corbo**  
**Approval: 7-0-1 (Klentzeris-Abstain)**

**Second: Baran**

**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.***

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**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.*

**FINANCE**

**5. 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 **August 2013**.

Approve the Business Administrator's monthly report of transfers for **August 2013** as itemized documenting transfers in accordance with N.J.S.A. 18A:22-9.1.

Approve the **August 2013** A-149 schedule delineating account activity and account reconciliation.

Approve the Food Service Bill List and Bank Reconciliation for the period **August 2013**.

Approve the Student Activity Bill List and Bank Reconciliation for the period **August 2013**.

Approve the Unemployment Trust Bill List and Bank Reconciliation for the period **August 2013**.

Approve the Agency Bill List and Bank Reconciliation for the period **August 2013**.

Approve the Payroll Bills list for **September 30, 2013**.

Approve the issuance of warrants (checks) for the payment of the items on the Accounts Payable Bills List (including payroll) for **October 2013** in the amount of \$399,574.95.

**Motion: Megariotis**

**Second: Ritterman**

**Roll Call Vote: All Yes**

**Approval: 8-0**

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**6. Authorization for Sale/Donation/Disposal of Obsolete Folding Chairs/Racks**

Be it resolved that the Springfield Board of Education declare the following list of folding chairs and chair racks as obsolete and authorize the School Business Administrator to dispose of these items:

|                   |     |
|-------------------|-----|
| Folding Chairs    | 208 |
| Chair Racks-Long  | 3   |
| Chair Racks-Short | 2   |

**Motion: Specca**

**Second: Ritterman**

**Roll Call Vote: All Yes**

**Approval: 8-0**

**7. Authorization for Sale/Donation/Disposal of Obsolete French Horns**

Be it resolved that the Springfield Board of Education declare the following list of French Horns as obsolete and authorize the School Business Administrator to dispose of these items:

|              |   |
|--------------|---|
| French Horns | 2 |
|--------------|---|

**Motion: Megariotis**

**Second: Specca**

**Roll Call Vote: All Yes**

**Approval: 8-0**

**SUPERINTENDENT'S REPORT**

**ENROLLMENT** *(as of October 4, 2013)*

|                                  | <b><u>12/13</u></b> | <b><u>13/14</u></b> |
|----------------------------------|---------------------|---------------------|
| Kindergarten                     | 28                  | 27                  |
| Mrs. Carter                      | 4                   | 6                   |
| First Grade                      | 33                  | 28                  |
| Second Grade                     | 32                  | 32                  |
| Third Grade                      | 31                  | 33                  |
| Fourth Grade                     | 36                  | 34                  |
| Fifth Grade                      | 46                  | 39                  |
| Sixth Grade                      | 52                  | 48                  |
| <b>Out-of-District Placement</b> | <b>3</b>            | <b>4</b>            |
| <b>Total</b>                     | <b>265</b>          | <b>251</b>          |

**SCHOOL BUS EMERGENCY EVACUATION DRILL**

| <b>Date</b> | <b>Time</b> | <b>School Name</b> | <b>Location</b> | <b>Route</b> | <b>Supervisor</b> |
|-------------|-------------|--------------------|-----------------|--------------|-------------------|
| 9/19/13     | 8:45 a.m.   | STS                | Front Circle    | S3           | Jared Fudurich    |
| 9/19/13     | 8:45 a.m.   | STS                | Front Circle    | S4           | Jared Fudurich    |
| 9/19/13     | 8:47 a.m.   | STS                | Front Circle    | S5           | Jared Fudurich    |
| 9/19/13     | 8:50 a.m.   | STS                | Front Circle    | S6           | Jared Fudurich    |
| 9/19/13     | 8:52 a.m.   | STS                | Side Entrance   | S2           | Jared Fudurich    |
| 9/19/13     | 8:55 a.m.   | STS                | Front Circle    | S1           | Jared Fudurich    |

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**Superintendent's Update**

- Report Card Meeting Report
- NJ ASK Presentation – Mr. Fudurich
- Annual HIB Summary Report for 2012-2013 – Mr. Fudurich reported that there were 13 investigated incidents and 6 confirmed incidents of HIB during the 2012-2013 School Year.

**Information Enclosed**

- School Nurse's Monthly Report – September 2013
- HIB Report – October 2013

**Important Dates**

|                      |                                                                                                |
|----------------------|------------------------------------------------------------------------------------------------|
| October 16, 2013     | Parent Workshop-Homework Without Tears-6:30 p.m.                                               |
| October 18, 2013     | 5 <sup>th</sup> & 6 <sup>th</sup> Grade Dance                                                  |
| October 21-25, 2013  | School Violence Awareness Week                                                                 |
| October 26, 2013     | Home & School Fall Festival                                                                    |
| October 31, 2013     | Halloween Parade                                                                               |
| November 6, 2013     | Early Dismissal-Staff Professional Development                                                 |
| November 7 & 8, 2013 | No School-NJEA Convention                                                                      |
| November 11, 2013    | No School-Veteran's Day                                                                        |
| November 12, 2013    | Home & School Meeting                                                                          |
| November 15, 2013    | Picture Make-Up Day                                                                            |
| November 19, 2013    | Early Dismissal-Afternoon Parent/Teacher Conferences/<br>Board of Education Meeting; 7:15 p.m. |
| November 20, 2013    | Early Dismissal-Evening Parent/Teacher Conferences                                             |
| November 21, 2013    | Early Dismissal-Afternoon Parent/Teacher Conferences                                           |
| November 22, 2013    | Home & School Bingo                                                                            |
| November 25, 2013    | Entertainment Day – K-4                                                                        |
| November 26, 2013    | Thanksgiving Feast-During all lunches                                                          |
| November 27, 2013    | Early Dismissal-Thanksgiving Holiday Break Begins                                              |
| November 28 & 29     | No School-Thanksgiving Holiday Break                                                           |

**PLANS**

**8. Approval – Comprehensive Maintenance Plan and M-1 – 2013-2014 School Year**

It is recommended that the Board of Education approve the Comprehensive Maintenance Plan and M-1 for the 2013-2014 school year.

**Motion: Ritterman**

**Second: Specca**

**Approval: 8-0**

**9. Approval – Nursing Service Plan 2013-2014**

It is recommended that the Board of Education approve the Nursing Service Plan for the 2013-2014 school year.

**Motion: Ritterman**

**Second: Specca**

**Approval: 8-0**

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**PERSONNEL**

**10. Approval – Appointment of Substitute Teacher – 2013-2014**

It is recommended that the Board of Education approve the appointment of Ms. Melissa Tracy as a substitute teacher for the 2013-2014 school year (candidate has successfully completed all substitute certification paperwork and a criminal background check).

**Motion: Specca**

**Second: Corbo**

**Roll Call Vote: All Yes**

**Approval: 8-0**

**11. Approval – Amendment - 2013 Summer Curriculum Writing/Program Development**

It is recommended that the Board of Education approve the following staff members for summer curriculum/program development for the period of July 1, 2013 through August 31, 2013 June 30, 2014, at a rate of pay of \$36.33 per hour (rate as per CBA), total not to exceed \$35,000:

|                  |                  |
|------------------|------------------|
| Andrea Batchler  | Nancy O'Leary    |
| Cathryn Browning | Alisa Palazzi    |
| Cheryl Bucko     | Heather Pence    |
| Patricia Carter  | Barbara Pine     |
| Jamie DeMinco    | Justin Schleider |
| Marcia Eisner    | Sandra Secouler  |
| Wendy Kolev      | Tracy Seitz      |
| Kelly Linton     | Patricia Sepessy |
| Amy Lueckel      | Rachel Smith     |
| John Luyber      | Clarene Spennato |
| Erica McIntyre   |                  |

**Motion: Specca**

**Second: Corbo**

**Roll Call Vote: Baran/Corbo/Klentzeris/Ritterman/Schmieder/Specca/  
Reinisch—Yes; Megariotis—No**

**Approval: 7-1**

**POLICY**

**12. Approval – First Reading of Policy #3144.12, #3144.3, #3372, #3373, #4124, #5440, #5512 and Regulation #5512**

It is recommended that the Springfield Board of Education approve for first reading the following policies prepared by Strauss Esmay:

Policy #3144.12 – Certification of Tenure Charges-Inefficiency (Mandated) (New)

Policy #3144.3 -- Suspension upon Certification of Tenure Charges (New)

Policy #3372 -- Teaching Staff Member Tenure Acquisition (New)

Policy #3373 -- Tenure upon Transfer or Promotion (New)

Policy #4124 -- Employment Contract (Revised)

Policy #5440 -- Honoring Pupil Achievement (Revised)

Policy #5512 -- Harassment, Intimidation and Bullying (Mandated) (Revised)

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Regulation #5512 -- Harassment, Intimidation and Bullying (Mandated) (Revised)  
**Motion: Klentzeris** **Second: Specca**  
**Approval: 8-0**

**FIELD TRIP**

**13. Approval – Field Trips – 2013-2014 School Year**

It is recommended that the Board of Education approve the following field trips for the 2013-2014 school year:

October 2013 – **Russo's Orchard Lane Farm**–Kindergarten

March 2014 – **Philadelphia Museum of Art**–Grade 3

June 2014 – **Washington Crossing Park, PA/The Old Barracks**–Grade 4

**Motion: Megariotis**

**Second: Corbo**

**Approval: 8-0**

**USE OF FACILITY**

**14. Approval - Use of Facility**

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

***Springfield Township Recreation:*** November 1, 2013 through May 9, 2014 (pending coordination with school events); 3:30 p.m. to 8:00 p.m. on Monday-Fridays; 9:00 a.m. to 4:00 p.m. on Saturdays and Sundays; Gymnasium; Person-in-Charge: Greg Bogle

**Motion: Specca**

**Second: Baran**

**Approval: 8-0**

**OTHER**

**15. Travel Approval**

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

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

**Motion: Specca**

**Second: Baran**

**Approval: 8-0**

**UNFINISHED BUSINESS**

*None*

**NEW BUSINESS**

*None*

**Public Comment #2:**

The Cub Scouts held a Question and Answer Session with the Board and Administration.

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**Motion to adjourn:** \_\_\_\_\_ **Time:** 8:23 p.m.  
**Motion:** Specca **Second:** Ritterman  
**Approval:** 8-0

Respectfully submitted,

Christina Moskal  
School Business Administrator/Board Secretary