

**Springfield Township School
Jobstown, NJ 08041
Meeting Minutes
Tuesday, December 17, 2013**

Work Session: 7:07 p.m.

Committee Updates:

1. Personnel – Mr. Specca reported that the Personnel/Negotiations Committee is waiting for the results of the questionnaire of association members back from the association.
2. FFT – Nothing to report.
3. Curriculum/Technology – Mr. Klentzeris reported that the Curriculum/Technology Committee had a meeting on Monday, December 9th. The topics on the agenda included: curriculum writing update, teacher evaluation update, WiFi project update, update on iPad cart, MAP Testing online K-2 testing, PARCC, and additional technology time for fourth, fifth and sixth grades.
4. Policy – Mr. Schmieder reported that all of the Policies on tonight's Agenda are mandated by the State.

Call to Order: A **Regular Meeting** of the Springfield Township Board of Education was called to order by Mr. Reinisch on Tuesday, December 17, 2013, at 7:25 p.m. in the school library.

Roll Call of Members:

David Reinisch, President - present
Dennis Schmieder, Vice President – present
Jennifer Baran - absent
Christopher Corbo - absent
Lisa Giovanelli - absent

Wil Klentzeris- present
John Megariotis - present
Michael Ritterman- present
James Specca - present

Others present:

Edith Conroy, Christina Moskal

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, December 17, 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

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Pledge of Allegiance:

The President led the Board and the assemblage in the Pledge of Allegiance.

Minutes:

1. Request approval for the Minutes of the Tuesday, November 19, 2013 Regular Meeting.

Motion: Specca

Second: Ritterman

Approval: 6-0 (Baran/Corbo/Giovanelli-Absent)

2. Request approval for the Minutes of the Tuesday, November 19, 2013 Executive Session.

Motion: Klentzeris

Second: Specca

Approval: 6-0 (Baran/Corbo/Giovanelli-Absent)

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.

Correspondence

Letter dated October 7, 2013 from Mrs. Ruth Abbott
Mr. Reinisch thanked Mrs. Abbott for her kind words.

FY2013 Audit Corrective Action Plan

A motion is requested to approve the FY2013 Audit Corrective Action Plan for submission to the Burlington County Department of Education Office.

Motion: Specca

Second: Ritterman

Roll Call Vote: All Yes

Approval: 6-0 (Baran/Corbo/Giovanelli-Absent)

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FINANCE

3. 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 **October 2013**.

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

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

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

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

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

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

Approve the Payroll Bills list for **November 30, 2013** and **December 15, 2013**.

Approve the issuance of warrants (checks) for the payment of the items on the Accounts Payable Bills List (including payroll) for **December 2013** in the amount of \$496,386.12.

Motion: Specca

Second: Ritterman

Roll Call Vote: All Yes

Approval: 6-0 (Baran/Corbo/Giovanelli-Absent)

SBA/BS's REPORT

Food Service – Profit/Loss

- October 2013 Profit/(Loss): \$ 116.29
- Year-to-Date Profit/(Loss): (\$1,930.16)

SUPERINTENDENT'S REPORT

ENROLLMENT *(as of November 15, 2013)*

	<u>12/13</u>	<u>13/14</u>
Kindergarten	28	26
Mrs. Carter	4	6
First Grade	33	28
Second Grade	32	32

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Third Grade	31	32
Fourth Grade	36	33
Fifth Grade	46	38
Sixth Grade	52	48
Out-of-District Placement	3	5
Total	265	248

Superintendent's Update

Information Enclosed

- School Nurse's Monthly Report – November 2013
- HIB Report – December 2013
- Suspension Report – December 2013

Important Dates

December 19, 2013 – Academic Achievement/Principal's List Award Ceremony

December 20, 2013 – Early Dismissal-Winter Break

Mrs. Conroy and Mr. Reinisch, along with students Ryan Frech and Dinos Klentzeris, recognized Mr. Klentzeris and Mr. Megariotis for their many years of dedicated service to the Springfield Township Board of Education.

CURRICULUM AND PROGRAM

4. Approval - Physical Education and Health Curriculum K-6

It is recommended that the Board of Education approve the Physical Education and Health Curriculum, K-6, as aligned to the New Jersey Core Curriculum Content Standards.

Motion: Specca

Second: Ritterman

Approval: 6-0 (Baran/Corbo/Giovanelli-Absent)

5. Approval – Art Curriculum K-6

It is recommended that the Board of Education approve the Art Curriculum, K-6, as aligned to the New Jersey Core Curriculum Content Standards.

Motion: Specca

Second: Ritterman

Approval: 6-0 (Baran/Corbo/Giovanelli-Absent)

6. POLICY

Approval – First Reading of Policy Alert #201

It is recommended that the Springfield Board of Education approve for first reading the following policies and regulations prepared by Strauss Esmay/Policy Alert #201:

Policy #1240 -- Evaluation of Superintendent (Mandated) Revised

Policy #3142 -- Nonrenewal of Nontenured Teaching Staff Member (Revised)

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- Policy #3144 -- Certification of Tenure Charges (Revised)
- Policy #4146 -- Nonrenewal of Nontenured Support Staff Member (Revised)
- Policy #3221 -- Evaluation of Teachers (Mandated) (New)
- Policy #3222 -- Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (Mandated) (New)
- Policy #3223 -- Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (Mandated) (New)
- Policy #3224 -- Evaluation of Principals, Vice Principals, and Assistant Principals (Mandated) (New)
- Regulation #1240 -- Evaluation of Superintendent (Mandated) (Revised)
- Regulation #3142 -- Nonrenewal of Nontenured Teaching Staff Member (Revised)
- Regulation #3144 -- Certification of Tenure Charges (Revised)
- Regulation #4146 -- Nonrenewal of Nontenured Support Staff Member (Revised)
- Regulation #3221 -- Evaluation of Teachers (Mandated) (New w/Revision)
- Regulation #3222 -- Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (Mandated) (New)
- Regulation #3223 -- Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (Mandated) (New)
- Regulation #3224 -- Evaluation of Principals, Vice Principals, and Assistant Principals (Mandated) (New)

Motion: Specca **Second: Ritterman**
Approval: 6-0 (Baran/Corbo/Giovanelli-Absent)

FIELD TRIP

7. Approval – Field Trip – 2013-2014 School Year

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

March 2014 – Burlington County Mall – 5/6th Grade Band

Motion: Specca **Second: Ritterman**
Approval: 6-0 (Baran/Corbo/Giovanelli-Absent)

USE OF FACILITY

8. Approval - Use of Facility

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

Springfield Recreation Committee Adult Basketball,

Gymnasium; Fridays from December 6, 2013 through March 28, 2014;
8:00 to 10:00 p.m.; Persons-in-Charge: Dana Eglinton and Greg Bogle

Home and School - Pancakes with Santa, Gymnasium, Kitchen &
Cafeteria; Saturday, December 14, 2013; 7:00 a.m. – 12:00 p.m.;
Persons-in-Charge: Christine Sullivan and Christina Bucs

Motion: Ritterman **Second: Klentzeris**
Approval: 6-0 (Baran/Corbo/Giovanelli-Absent)

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OTHER

9. 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 2014-2015 school year. (Springfield has fewer than ten students who would be eligible for the SEMI Program.)

Motion: Ritterman

Second: Klentzeris

Approval: 6-0 (Baran/Corbo/Giovanelli-Absent)

10. 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: Ritterman

Second: Klentzeris

Approval: 6-0 (Baran/Corbo/Giovanelli-Absent)

UNFINISHED BUSINESS

- (1) Mr. Reinisch gave an update regarding Strategic Action Planning and the ROD Grant moving forward.
- (2) Financial Report Lesson #1 – Funds – Presentation by Ms. Moskal.

NEW BUSINESS

- (1) 2012-2013 JIF Safety Incentive Program Award
- (2) ROD Grant Update
- (3) 2013-2014 Board Goals Action Plan draft was distributed by Mr. Reinisch. He will email the final copy to the full Board.
- (4) Mr. Schmieder offered a NJSBA handout on PARCC to the full Board.

Public Comment #2:

- (1) Mr. Wayne Smith shared an article published by Education Week regarding student test scores worldwide.
- (2) Mr. Joe Bucs thanked Mr. Megariotis and Mr. Klentzeris for their years of service on the Board of Education. He noted that, as he will take a seat on the Board in January, he hopes to reach out to Mr. Megariotis and Mr. Klentzeris for their wisdom. He also thanked Ms. Moskal for her financial presentation and for clearing up some accounting questions that he had.
- (3) Mr. Rodger Lippincott thanked the Board of Education for welcoming him over the past year. Mr. Lippincott said that he is looking forward to the new year and Strategic Action Planning.

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Motion to adjourn: _____ **Time:** 8:29 p.m.
Motion: Klentzeris **Second:** Megariotis
Approval: 6-0 (Baran/Corbo/Giovanelli-Absent)

Respectfully submitted,

Christina Moskal
School Business Administrator/Board Secretary