

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 18, 2014**

Work Session: 6:43 p.m.

- **Robert Garrison, Garrison Architects** – ROD Grant Presentation

Call to Order: A **Regular Meeting** of the Springfield Township Board of Education was called to order by Mr. Reinisch on Tuesday, February 18, 2014, at 7:35 p.m. in the school library.

Roll Call of Members:

David Reinisch, President - present
Michael Ritterman, Vice President - present
Joseph M. Bucs - present
Christopher Corbo - present
Andrew B. Eaton - present

Lisa Giovanelli - present
Gregory Madia - present
Dennis Schmieder - 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, February 18, 2014 at 7:30 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.

Minutes:

1. Request approval for the Minutes of the Thursday, January 23, 2014 Regular Meeting.

Motion: Specca

Second: Ritterman

Approval: 9-0

2. Request approval for the Minutes of the Thursday, January 23, 2014 Executive Session.

Motion: Giovanelli

Second: Specca

Approval: 9-0

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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.

Correspondence

Letter dated January 17, 2014 from Mrs. Edith Conroy to Mr. Tom Pantano

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 **December 2013**.

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

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

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

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

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

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

Approve the Payroll Bills List for **January 30, 2014 and February 15, 2014**.

Approve the issuance of warrants (checks) for the payment of the items on the Accounts Payable Bills List (including payroll) for February 2014 in the amount of \$487,972.03.

Motion: Giovanelli

Second: Specca

Roll Call Vote: All Yes

Approval: 9-0

SBA/BS's REPORT

Food Service – Profit/Loss

- December 2013 Profit/(Loss): (\$ 465.95)
- Year-to-Date Profit/(Loss): (\$2,700.33)

Committee Updates:

1. **Personnel:** Mr. Specca reported that a meeting of the Personnel/ Negotiations Committee was held on February 11th. Topics on the agenda included: substitute nurse rate of pay on tonight's agenda – from \$95 to \$110.00. Mr. Specca also mentioned that the first negotiations meeting with the STEA has not been scheduled yet. Although a meeting needs to be scheduled, it is not likely that it will take place prior to the next BOE Meeting.
2. **FFT:** Mrs. Giovanelli informed the Board that a meeting took place prior to this meeting with the district's Architect, Bob Garrison. He provided the committee with the same information that was just presented during the work session.
3. **Curriculum/Technology:** Nothing to report.
4. **Policy:** Mr. Schmieder reported that a Policy Committee Meeting took place on January 26th. As an update, he mentioned that administration is looking into making all policies available on the district website. Mrs. Conroy is currently working with Strauss Esmay to create a link in the BOE tab of the district website.

Agenda Review

SUPERINTENDENT'S REPORT

ENROLLMENT (as of February 7, 2014)

	<u>12/13</u>	<u>13/14</u>
Kindergarten	28	25
Mrs. Carter	4	6
First Grade	33	28
Second Grade	32	33

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Third Grade	31	32
Fourth Grade	36	33
Fifth Grade	46	39
Sixth Grade	52	48
Out-of-District Placement	3	6
Total	265	250

Superintendent's Update

- QSAC Visit Update
- Revised 2013-2014 School Calendar
- Proposed 2014-2015 School Calendar

Information Enclosed

- School Nurse's Monthly Report – January 2014
- HIB Report – February 2014

Important Dates

February 25, 2014 – Talent Show – 7:00 p.m.

March 3, 2014 – Read Across America Activities

March 6, 2014 – Second Trimester Ends; Breakfast with The Cat in the Hat
for incoming Kindergarteners – 9:15 a.m.

March 7, 2014 – Staff Development – No School for students

March 11, 2014 – Home and School Meeting – 7:00 p.m.

March 14, 2014 – Home and School Bingo Night

March 18, 2014 – Board of Education Meeting – 7:30 p.m.

March 21, 2014 – Fifth and Sixth Grade Dance – 6:00 p.m.

March 26, 2014 – Sixth Grade Parent Orientation—N.B. Middle School – 6:30 p.m.

March 31-April 4, 2014 – Burlington Center Mall Expo

CONTRACT

4. Approval – Special Education Tuition Contract – Mansfield Township

Resolved, that the Board of Education approve the Special Education Tuition Contract Agreement for one student with the Mansfield Township Board of Education for the 2013-2014 school year (January 16, 2014 through June 30, 2014) to be pro-rated at a tentative tuition rate of \$33,836, plus related services once a week at a rate of \$19.55 per session.

Motion: Giovanelli

Second: Corbo

Roll Call Vote: All Yes

Approval: 9-0

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PERSONNEL

5. Approval – Sidebar Letter of Agreement between the Springfield Education Association and the Springfield Board of Education

It is recommended that the Board of Education approve the Sidebar Letter of Agreement to the Collective Negotiations Agreement 2011-2014.

Motion: Giovanelli

Second: Corbo

Roll Call Vote: All Yes

Approval: 9-0

6. Approval – Amend Substitute Nurse Rate of Pay for Remainder of 2013-2014

It is recommended that the Board of Education approve amending the current rate of pay for a substitute nurse from \$95.00 per day to \$110.00 per day for the remainder of the 2013-2014 school year.

Motion: Giovanelli

Second: Corbo

Roll Call Vote: All Yes

Approval: 9-0

7. Approval – Substitute Teacher – 2013-2014 School Year

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

Motion: Giovanelli

Second: Corbo

Roll Call Vote: All Yes

Approval: 9-0

8. Approval – 2013-2014 Curriculum Writing/Program Development

It is recommended that the Board of Education approve the following staff member for curriculum writing/program development through June 30, 2014, at a rate of pay of \$36.33 per hour: Ashley Traino.

Motion: Giovanelli

Second: Corbo

Roll Call Vote: All Yes

Approval: 9-0

9. Approval – Payment for Additional Hours

It is recommended that the Springfield Board of Education approve payment for additional hours for services as listed below:

Staff Member	Reason	No. of Hours	Rate of Pay
Jack Thorn	Classroom Visits	1 hour	\$15.18

Motion: Giovanelli

Second: Corbo

Roll Call Vote: All Yes

Approval: 9-0

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10. Approval – Home Instruction for Kindergarten Student

It is recommended that the Board of Education approve Tracy Seitz to provide home instruction for a kindergarten student, up to a maximum of 20 hours at \$36.33 per hour rate of pay.

Motion: Ritterman

Second: Giovanelli

Roll Call Vote: All Yes

Approval: 9-0

POLICY

11. Approval – First Reading – Policy #0167 – Public Participation in Board Meetings

It is recommended that the Springfield Board of Education approve for first reading the following revised policy:

Policy #0167 – Public Participation in Board Meetings

Motion: Schmieder

Second: Giovanelli

Approval: 9-0

FIELD TRIPS

12. 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 – Philadelphia Zoo - Kindergarten

Motion: Bucs

Second: Corbo

Approval: 9-0

OTHER

13. 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: Giovanelli

Second: Bucs

Approval: 9-0

14. Approval to Amend 2014 Board Meeting Dates

Set dates for Regular Meetings as follows:

The established dates are the third week of each month unless otherwise designated. Board Meetings are held in the Springfield Township Library Meeting time is 7:30 p.m. following a work session at 6:30 p.m., unless otherwise noted:

~~**Tuesday, January 21, 2014 Thursday, January 23, 2014**~~

Tuesday, February 18, 2014

~~**Tuesday, March 4, 2014 Tuesday, March 18, 2014; Adoption of Tentative Budget**~~

~~**Tuesday, March 25, 2014; Budget Hearing**~~

Tuesday, April 15, 2014

Tuesday, April 29, 2014; Budget Hearing

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Tuesday, May 20, 2014

Tuesday, June 17, 2014

Tuesday, July 15, 2014

Tuesday, August 19, 2014

Tuesday, September 16, 2014

Tuesday, October 14, 2014

Tuesday, November 18, 2014

Tuesday, December 16, 2014

Tuesday, January 6, 2015 – 7:30 p.m.; Reorganization Meeting

Motion: Ritterman

Second: Giovanelli

Approval: 9-0

15. Approval – Revised 2013-2014 District Calendar

It is recommended that the Board of Education approve the revised 2013-2014 District calendar due to school closings for inclement weather.

Motion: Ritterman

Second: Giovanelli

Approval: 9-0

16. Approval – 2014-2015 District Calendar

It is recommended that the Board of Education approve the District calendar for the 2014-2015 school year.

Motion: Ritterman

Second: Giovanelli

Approval: 9-0

UNFINISHED BUSINESS

- (1) Mr. Bucs inquired as to whether anyone responded to Mr. Sobotka's question raised at the reorganization meeting regarding who is responsible for reporting ethics violations. He asked if there was follow up to Mr. Sobotka's public comment and if it should be reflected in the minutes.
- (2) Mr. Bucs mentioned that Mr. Pantano asked for Mrs. Skinner's presentation from the last BOE meeting to be put on the district website. He asked if this has been done. If it hasn't, why not?

NEW BUSINESS

- (1) Financial Report Lesson #3 Expenditures – Ms. Moskal
- (2) Mr. Bucs inquired as to why Springfield does not post school closing updates to the Northern Burlington television channel. Mrs. Conroy informed Mr. Bucs that Springfield does notify Northern Burlington of school closings.

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- (3) Mr. Bucs mentioned that Mrs. Conroy offered to have our technology director meet with the new BOE members. He asked if this can be accommodated through the technology committee. It was decided that a technology committee meeting would be scheduled. Mr. Reinisch offered his spot on the committee to new BOE member Mr. Madia so that he may meet the technology director.
- (4) Mr. Bucs informed the Board of a recent case at the Midland Park Board of Education regarding posting attachments of BOE Meeting Agendas. Ms. Moskal informed the Board that we are currently consulting with our Board solicitor regarding the implications of this case for Springfield.
- (5) Mr. Corbo shared that he would like to see the Board involved in a smaller scale strategic action plan. Mr. Corbo said that he thinks the Board should have another conversation regarding this topic at an upcoming BOE Meeting.

Public Comment #2:

- (1) Mr. Pantano thanked the Board for attending to Work Session items in the Regular Session. Additionally, Mr. Pantano inquired about profit/loss for the Cafeteria in December 2013 compared to December 2012. Mr. Pantano also inquired as to why the district is paying for pre-school students. Regarding agenda item #8, Mr. Pantano inquired how many staff members, how many weeks, and how many hours are involved with this motion. A comment regarding district policy was also made by Mr. Pantano. He stated that policy should not be driven by what is a matter of law at any given time; rather, the Board should include the community on an ongoing basis, not only when there is an upcoming referendum.
- (2) Mr. Flynn suggested that the Board put pictures of the building destruction and roof leaks in the district newsletters. This would show the parents that our school is now a health and safety hazard.
- (3) Mrs. Linton responded to Mr. Flynn's suggestion by saying that we do not want to scare people away from the school.
- (4) Mr. Roger Lippincott said that he appreciated hearing from the Architect about what is going on, what we need to do, and who is going to pay for it. Mr. Lippincott stated that he believes that the rest of the community needs to get the information that was given out tonight. Mr. Lippincott also thanked the Superintendent and her staff for the wonderful job they did managing the snow and effectively issuing weather updates this year.

Motion to Enter Executive Session: Time: 9:07 p.m.

Purpose: Legal

Motion: Bucs

Second: Ritterman

Approval: 7-2 (Yes: Bucs, Corbo, Eaton, Madia, Ritterman, Schmieder, Reinisch;
No: Giovanelli, Specca)

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Motion to Table: Giovanelli

Second: Specca

Approval: 2-7 (Yes: Giovanelli, Specca; No: Bucs, Corbo, Eaton, Madia,
Ritterman, Schmieder, Reinisch)

Motion to Table Failed

Motion to return to Regular Session: Time: 9:10 p.m.

Motion: Bucs

Second: Corbo

Approval: 9-0

Motion to adjourn: Time: 9:11 p.m.

Motion: Ritterman

Second: Corbo

Approval: 9-0

Respectfully submitted,

Christina Moskal
School Business Administrator/Board Secretary