

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, August 18, 2015
Agenda – Regular Meeting

Call to Order: A **Regular Meeting** of the Springfield Township Board of Education was held on Tuesday, August 18, 2015 at 6:30 p.m. in the school library.

Roll Call of Members:

Andrew Eaton, President- Present
Gregory Madia, Vice President- Present
Joseph Bucs- Present
Christopher Corbo- Absent
Wade Hale- Present
Kristen Lippincott- Present
Michael Ramalho- Present
Dennis Schmieder- Present
James Specca- Present

Others present:

Craig Vaughn; 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 was held in the school 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 Township Municipal Building

Pledge of Allegiance:

The President will lead the Board and the assemblage in the Pledge of Allegiance.

Public Comment #1: *(Not to exceed 30 minutes)*

Before a matter is placed on the agenda, Administration has thoroughly reviewed it. Board Members preview the agenda items five days prior to the meeting and discuss questionable items with the Superintendent.

Correspondence

Letter of resignation from Christina Moskal

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, August 18, 2015
Agenda – Regular Meeting**

SUPERINTENDENT’S REPORT *(Estimated time: 15 minutes)*

ENROLLMENT *(as of August 12, 2015)*

	2014-15	2015-16
Pre-School	12	15
Mrs. Carter	5	4
Kindergarten	32	25
First Grade	29	26
Second Grade	26	27
Third Grade	35	22
Fourth Grade	37	29
Fifth Grade	36	40
Sixth Grade	39	35
Out-of-District Placement	0	1
Total	251	224

Superintendent’s Update

1. New gym lighting update
2. Mulch delivery update
3. Building and grounds tour for Board of Education
4. Pre-K, Kindergarten, and New Student Orientation
5. Assistant Principal search update

Information Enclosed

ACTION ITEMS: *(Estimated time: 15 minutes)*

FINANCE/FACILITIES/MINUTES

Based on the recommendation of the Superintendent, I move that the following Action items be approved:

a. Minutes:

- July 15, 2015 Work Session
- July 15, 2015 Executive Session
- July 21, 2015 Regular Meeting
- July 21, 2015 Executive Session

Motion: Specca

Second: Schmieder

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, August 18, 2015
Agenda – Regular Meeting**

b. 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 **June 2015**.

Approve the Business Administrator's monthly report of transfers for **June 2015** as itemized documenting transfers in accordance with N.J.S.A. 18A:22-9.1.

Approve the **June 2015** A-149 schedule delineating account activity and account reconciliation.

Approve the Food Service Bill List and Bank Reconciliation for the period **June 2015**.

Approve the Student Activity Bill List and Bank Reconciliation for the period **June 2015**.

Approve the Unemployment Trust Bill List and Bank Reconciliation for the period **June 2015**.

Approve the Agency Bill List and Bank Reconciliation for the period **June 2015**.

Approve the Payroll Bills lists for **June 18, 2015, June 30, 2015, and July 30, 2015**.

Approve the issuance of warrants (checks) for the payment of the items on the Accounts Payable Bills List (including payroll) for **June 30, 2015** and **August 2015** in the amount of \$654,584.62 and \$321,621.11.

**Roll Call Vote: Yes- Eaton /Hale/Lippencott/Madia /Ramalho/Schmieder/Specca
No- Bucs**

Approval: 7-1 (Corbo-Absent)

c. District Travel

As per District Policy 6471 – School District Travel, all written travel requests include a justification and brief statements that include the primary purpose for the travel and the key issues that will be addressed at the event and their relevance to improving instruction or the operation of the school district.

Schedule #1 – The Board pre-approves any staff travel represented on current lists of staff travel with costs relating to workshop fees, lodging, meals and mileage reimbursement.

Motion: Specca

Second: Schmieder

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

d. HIB Grades Self-Assessment Submission

Be it resolved that the Board of Education approve the data for the submission of the 2015 HIB Grades Self-Assessment.

Motion: Specca

Second: Schmieder

Roll Call Vote: All Yes

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, August 18, 2015
Agenda – Regular Meeting

Approval: 8-0 (Corbo Absent)

e. Independent Consultant Agreement – Physical Therapy Services

Be it resolved that the Board of Education approve the agreement for independent consultant services for Physical Therapy provided by Clare Fannon for the 2015-16 school year at a rate of \$50 per hour per 30 minute session (no increase).

Motion: Specca

Second: Schmieder

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

f. Authorization for Disposal of Textbooks

Be it resolved that the Board of Education declare the following textbooks (see attached list) as obsolete and authorize the School Business Administrator to dispose of these items.

Motion: Specca

Second: Schmieder

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

g. Bus Routes for the 2015-16 School Year

Be it resolved that the Board of Education approve the bus routes for the 2015-16 school year.

Motion: Specca

Second: Schmieder

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

h. Subfinder Agreement with Pemberton Township School District

Be it resolved that the Board of Education approve the Subfinder Agreement with Pemberton Township School District for the 2015-16 school year.

Motion: Specca

Second: Schmieder

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

i. Field Trips

Be it resolved that the Board of Education approve the following Field Trips for 2015-2016 school year:

September 2015 – Camp Ockanickon – Grade 6

October 2015 – Franklin Institute – Grade 2

May 2016 – Washington DC – Grade 6

Motion: Specca

Second: Schmieder

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

j. Literacy Consultant Agreement

Be it resolved that the Board of Education approve an agreement with Schoolwide, Inc. as educational consultants for the 2015-16 school year at a rate of \$1,200 per day (no increase).

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, August 18, 2015
Agenda – Regular Meeting**

**Roll Call Vote: Yes- Eaton /Hale/Lippencott/Madia /Ramalho/Schmieder/Specca
No- Bucs**

Approval: 7-1 (Corbo-Absent)

k. Waiver Application N.J.A.C. 6:3A, Teacher Observations

Be it resolved that the Springfield Township Board of Education approve the Waiver Application – N.J.A.C. 6:3A for Teacher Observations (Administrative Code 6A:10-4.4, D).

Motion: Specca

Second: Schmieder

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

l. Burlington County Professional Development Institute (BCPDI)

Be it resolved that the Board of Education authorize district participation in the Burlington County Professional Development Institute for the 2015-16 school year.

Motion: Specca

Second: Schmieder

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

m. School Breakfast Program for the 2015-16 School Year

Be it resolved that the Board of Education authorize district participation in the School Breakfast Program for the 2015-16 school year.

Breakfast	\$1.00
Reduced Breakfast	\$0.30
Adult Breakfast	\$2.00

Motion: Specca

Second: Schmieder

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

PERSONNEL

Based on the recommendation of the Superintendent, I move that the following action item(s) be approved:

a. Appointment of Before School/Student Monitoring Aide – 2015-16

Be it resolved that the Board of Education approve Margaret Gonzalez as a Before School/Student Monitoring Aide for the 2015-16 school year, from 8:25am to 8:55am each day that school is in session, 30 minutes per day at the negotiated contract rate of \$20.00 per hour.

Motion: Specca

Second: Hale

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

**Springfield Township Board of Education
 Jobstown, NJ 08041
 Tuesday, August 18, 2015
 Agenda – Regular Meeting**

b. Appointment of A.M. and P.M. Bus Aides – 2015-16

Be it resolved that the Board of Education approve Virginia Grupp as a morning bus aide and Annette Capra as an afternoon bus aide for the 2015-16 school year at the negotiated contract rate of \$20.00 per hour.

Motion: Specca

Second: Hale

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

c. Appointment of Bus Driver

Be it resolved that the Board of Education approve Karen Wassall as a bus driver for the 2015-16 school year at the negotiated contract rate of \$20.00 per hour.

Motion: Specca

Second: Hale

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

d. Appointment of Substitute Bus Driver

Be it resolved that the Board of Education approve the appointment of Denise Buffa as a substitute bus driver for the 2015-16 school year at the negotiated contract rate of \$20.00 per hour.

Motion: Specca

Second: Hale

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

e. Approval of Additional Hours for Part-Time Staff Members

Be it resolved that the Board of Education approve additional hours for professional development for the following part-time staff members for the 2015-16 school year: Adam Jarvela, Marisela Millerline, and Clarene Spennato, at the negotiated contract rate of \$40 per hour for a maximum of 3 days each (\$810 per staff member; \$2,430 total maximum for all part-time staff members).

Motion: Specca

Second: Hale

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

f. Approval – Additional Hours – Pre-K Orientation – August 2015

It is recommended that the Board of Education approve the following additional hours at the negotiated contract rate of \$40 per hour for the following staff member:

Staff Member	Reason	Position	No. of Hours	Date
Bridget Csolak	Pre-K Orientation	Teacher	2 hours	August 2015

Motion: Specca

Second: Hale

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, August 18, 2015
Agenda – Regular Meeting**

g. Reassignment – Full-Time Teacher to Part-Time – 2015-16

It is recommended that the Board of Education approve the reassignment of Cathryn Browning from full-time to part-time (.8) Teacher for the 2015-16 school year, MA Step 19, at a salary of \$72,561.

Motion: Specca

Second: Hale

Roll Call Vote: All Yes

Approval: 8-0 (Corbo Absent)

UNFINISHED BUSINESS

1. Mr. Madia inquired if the district could host a spelling bee.
2. Mr. Schmieder asked for an update regarding the maker space.

NEW BUSINESS

None

Public Comment #2: *(Not to exceed 30 minutes)*

1. Mr. W. Smith made comments regarding strategic planning, needs assessment, and SWOT analysis.

Motion to Enter Executive Session: Time: 7:23pm

Purpose: Personnel

Motion: Specca

Second: Bucs

Approval: Yes 8-0 (Corbo Absent)

Motion to return to Regular Session: Time: 8:49pm

Motion: Specca

Second: Lipponcott

Approval: Yes 8-0 (Corbo Absent)

Motion to adjourn: **Time:** 8:50pm

Motion: Hale

Second: Bucs

Approval: Yes 8-0 (Corbo Absent)

Respectfully submitted,

Christina Moskal
School Business Administrator/Board Secretary