

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, September 15, 2015
Agenda – Regular Meeting

Call to Order: A **Regular Meeting** of the Springfield Township Board of Education was held on Tuesday, September 15, 2015 at 6:30 p.m. in the school library.

Roll Call of Members:

Andrew Eaton, President-Present
Gregory Madia, Vice President-Absent
Joseph Bucs-Present
Christopher Corbo- Arrived at 6:31 pm
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 led 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.

The Springfield Township BOE welcomes public comment during our public meetings. Public comment is not a question and answer session. Notwithstanding, members of the Administration and/or Board members may, with approval, choose to answer questions raised during public comment periods. If a response is requested, please provide your contact information on the sign-in sheet or contact the Administration separately.

Statements are limited to two, three minute time periods for a total of six minutes on any one topic. Public Comment #1 is reserved for agenda specific comments or statements. Public Comment #2 is for general comments or statements.

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, September 15, 2015
Agenda – Regular Meeting

1. Mr. W. Smith asked that in lieu of comments, the Board read two letters he provided.
2. Mr. R. Lippincott said that he agreed with Mr. Smith’s requirements for an external needs assessment.
3. Mr. T. Pantano asked for clarification in the language used in District Goal #2.
4. Mr. J. Bucs, Mr. D. Schmieder, Mr. C. Corbo, and Mr. A. Eaton made comments on an external needs assessment.

Correspondence

Letter from Kimberley Harrington, Chief Academic Officer – New Jersey Department of Education, to John Acampora

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

ENROLLMENT

	June 30, 2015	September 2015
Pre-School	12	13
Mrs. Carter	5	4
Kindergarten	32	24
First Grade	29	25
Second Grade	26	28
Third Grade	35	22
Fourth Grade	37	29
Fifth Grade	36	38
Sixth Grade	39	35
Out-of-District Placement	0	1
Total	251	219

Superintendent’s Update

- Breakfast program
- Pre-K, Kindergarten, and new student orientation
- First day of school
- STEA recognized staff for milestone years of service

Information Enclosed

- Curriculum & Instruction Report
- Technology Report

**Springfield Township Board of Education
Jobstown, NJ 08041
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Agenda – Regular Meeting**

Important Dates

September 15, 2015	Board of Education Meeting-6:30 p.m.
September 23, 2015	Lifetouch Fall Pictures
September 24, 2015	Back to School Night- 6:30 p.m.
October 9, 2015	School Closed-Staff Professional Development
October 12, 2015	School Closed-Columbus Day
October 13, 2015	Home & School Meeting-7:00 p.m.
October 14, 2015	Board of Education Work Session-6:30 p.m.
October 20, 2015	Board of Education Meeting-6:30 p.m.
October 21, 2015	Lifetouch Fall Picture Make-Up Day

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

FINANCE/FACILITIES/MINUTES

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

a. Minutes:

August 3, 2015 Special Meeting
August 12, 2015 Work Session
August 12, 2015 Executive Session
August 18, 2015 Regular Meeting
August 18, 2015 Executive Session

Motion: Specca

Second: Schmieder

Roll Call Vote: All yes

Approval: 8/0 (Madia absent)

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 **July 2015**.

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

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

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

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

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

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, September 15, 2015
Agenda – Regular Meeting**

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

Approve the Payroll Bills lists for **August 15, 2015, August 30, 2015, September 14, 2015, and September 15, 2015**.

Approve the issuance of warrants (checks) for the payment of the items on the Accounts Payable Bills List (including payroll) for **September 2015** in the amount of \$710,355.52.

Motion: Specca

Second: Schmieder

**Roll Call Vote: Corbo/Eaton/Hale/Lippincott/Ramalho/Schmieder/Specca-Yes
Bucs-No**

Approval: 7/1 (Madia 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 (Madia absent)

d. Field Trips

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

October 2015 – Stony Brook Watershed – Grade 5

Motion: Specca

Second: Schmieder

Roll Call Vote: All yes

Approval: 8/0 (Madia absent)

e. Change Order – Boiler Replacement Project

Be it resolved that the Board of Education approve Change Order #001 submitted by Surety Mechanical and recommended by Speizle Architectural Group and New Road Construction Management for an increase in the contract amount of \$15,000 for the Boiler Replacement Project as follows:

Contract Amount	\$305,000
Change Order – expand bilco door entrance	\$15,000
New Contract Amount	\$320,000

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, September 15, 2015
Agenda – Regular Meeting**

Motion: Specca
Roll Call Vote: All yes
Approval: 8/0 (Madia absent)

Second: Schmieder

f. Approval – Two Non-Resident Tuition Students – 2015-2016

Be it resolved that the Board of Education approves acceptance, as recommended by the Superintendent, of one first grade student and one fifth grade student, as well as acceptance of tuition revenues as district policy states throughout the 2015-2016 school

Motion: Specca
Roll Call Vote: All yes
Approval: 8/0 (Madia absent)

Second: Schmieder

PERSONNEL:

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

a. Approval of Internship

It is recommended that the Board of Education approve Ms. Justine Bitetti and Ms. Veronika Starnis, both of whom have completed their coursework through accredited programs, for internships in behavior analysis under Ms. Karen Umstead, district behavior consultant from Beautiful Minds of Princeton, for the 2015-2016 school year pending successful completion of the criminal review process.

Motion: Specca
Roll Call Vote: All yes
Approval: 8/0 (Madia absent)

Second: Schmieder

GOALS:

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

a. 2015-16 District Goals

Be it resolved that the Board of Education approve the 2015-16 District Goals as follows:

District Goal #1: The superintendent, administrative team and literacy consultants will develop an action plan to guide the successful implementation of Writer's Workshop in grades K-6 to address student achievement pertaining to writing. During the 2015-2016 school year 100% of the regular education and special education teaching staff in grades K-6 will develop a Student Growth Objective (SGO) pertaining to advancement on the district writing rubric; by June 2016, 100% of the K-6 regular education and special education teaching staff will have participated in professional development relative to this initiative.

**Springfield Township Board of Education
 Jobstown, NJ 08041
 Tuesday, September 15, 2015
 Agenda – Regular Meeting**

District Goal #2: The superintendent and administrative team will develop an action plan that routinely monitors implementation of program expenditures to verify compliance with program assurances and guides the alignment of district human and fiscal resources in support of student achievement.

District Goal #3: The superintendent and administrative team will develop an action plan to foster and maintain constructive partnerships and consistent communication among students, staff, families, and community members. During the 2015-2016 school year a concerted effort shall be made to increase the use of digital media in facilitating the flow of information from the district to its constituents, and additional opportunities that allow constituents to better understand district initiatives, programs, and procedural norms shall be offered.

Motion: Specca

Second: Schmieder

Roll Call Vote: All yes

Approval: 8/0 (Madia absent)

POLICY

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

First Reading - It is recommended that the Board of Education approve the first reading of the following policies:

FILE CODE	NAME
3322	Staff Member's use of personal cellular telephones/other communication devices.
4322	Staff Member's use of personal cellular telephones/other communication devices.
5330	Administration of Medications
5339	Screening for Dyslexia
5615	Suspected Gang Activity
8540	School Nutrition Programs
8550	Outstanding Food
8820	Opening Exercises/Ceremonies
3282	Use of Social Networking Sites

Motion: Specca

Second: Schmieder

**Roll Call Vote: Corbo/Eaton/Hale/Lippincott/Ramalho/Schmieder/Specca-Yes
 Bucs-No**

Approval: 7/1 (Madia absent)

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, September 15, 2015
Agenda – Regular Meeting**

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Cupola clock replacement versus alternate ideas.
2. Mr. Vaughn spoke regarding the Home & School request to have their newly purchased laptops print to the main office printer.
3. Mr. Bucs gave a PowerPoint presentation on behalf of the Ad Hoc financial committee.

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

1. Mrs. C. Drum made comments on the Ad Hoc finance committee's presentation in regards to purchase caps, as Home & School does. She made comments on take home folders and if they can be made out of plastic material so they last longer. These folders can be reused. She also made comments on decreasing enrollment, the clock for the cupola, and asked where the district stands in regards to a Vice Principal replacement.
2. Mr. T. Pantano thanked Ms. C. Moskal for her service to the district. He asked the board to consider implementing budget policies. He made comments on enrollment and external reports. Mr. T. Pantano also spoke about the Northern referendum. He stated that all of the tax impact numbers are not correct.
3. Mrs. L. Giovanelli inquired about the status of the replacement for the Business Administrator.
4. Mr. W. Smith made comments on the Ad Hoc finance committee presentation and asked if Mr. Buc's presentation could be used as a needs assessment. Mr. W. Smith thanked Mr. J. Bucs for his presentation.
5. Mr. R. Lippincott said that he was in support of replacing the clock on the cupola. The Ad Hoc finance committee report should have been done in closed session.

Motion to Enter Executive Session: **Time: 8:39 pm**

Purpose: Personnel & Student issue

Motion: Specca

Second: Ramalho

Approval: All Yes (Madia absent)

Motion to return to Regular Session: **Time: 9:14 pm**

Motion: Bucs

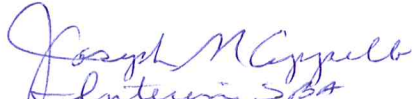
Second: Specca

Approval: All Yes (Madia absent)

Springfield Township Board of Education
Jobstown, NJ 08041
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Agenda – Regular Meeting

Motion to adjourn: _____ Time: 9:15 pm
Motion: Specca Second: Hale
Approval: All Yes (Madia absent)

Respectfully submitted,


Christina Moskal

School Board Administrator/Board Secretary