

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

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

**Roll Call of Members:**

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

**Others present:**

Craig Vaughn, Superintendent; Dr. Joseph Cappello, School Business Administrator/  
Board Secretary, John Acampora, Supervisor of Curriculum & Instruction

**Public Notice:**

“The New Jersey Open Public Meetings Law was enacted to insure the right to the public to have advance notice of and attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon.” Pursuant to the provisions of this act, the Springfield Township Board of Education has caused notice of this meeting to be publicized by having the date, time and place thereof sent to: The Burlington County Times, Springfield Township Clerk, Board of Education members, and posted in the Springfield Township Board of Education Office and Springfield Township Municipal Building.

**Pledge of Allegiance:**

The Vice 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.*

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

*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.*

There were no public comments.

**Community Topic:** *(Estimated Time: 15 minutes)*

- Performance by the Springfield Elementary School Chorus

**Presentation of the 2015 PARCC Assessment Results**

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

**ENROLLMENT**

	June 30, 2015	December 2015
Pre-School	12	14
Mrs. Carter	5	4
Kindergarten	32	26
First Grade	29	25
Second Grade	26	29
Third Grade	35	23
Fourth Grade	37	31
Fifth Grade	36	39
Sixth Grade	39	33
Out-of-District Placement	0	2
Total	251	226

**\*Three students that will start on 12/14/15 are included in this total.**

**Superintendent’s Update**

**Information Enclosed**

- Curriculum & Instruction Report
- Budget/Finance Report
- Personnel/Policy Report
- Nutriserve Cafeteria Report
- Nurse’s Report
- Suspension Report

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

**Important Dates:**

<b>December 18</b>	<b>Academic Achievement &amp; Principal’s List Awards Ceremony</b>
<b>December 21</b>	<b>Winter Concert-7:00 p.m. – 8:00 p.m.</b>
<b>December 23</b>	<b>Early Dismissal-Winter Break Begins</b>
<b>December 24 thru January 1, 2016</b>	<b>School Closed-Winter Break Begins</b>
<b>January 4, 2016</b>	<b>School Re-opens from Winter Break</b>
<b>January 5, 2016</b>	<b>Board of Education Reorganization Meeting</b>
<b>January 12, 2016</b>	<b>Home &amp; School Meeting Parent Workshop-“A Positive Approach to Managing Behavior at Home”</b>
<b>January 18, 2016</b>	<b>School Closed-Martin Luther King Day</b>
<b>January 26, 2016</b>	<b>Early Dismissal-Staff Professional Development</b>

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

**a. HIB Report**

Be it resolved that the Springfield Township Board of Education accepts the Superintendent’s report on Harassment, Intimidation and Bullying for the month of November wherein zero (0) incidents were reported.

**b. Quality Single Accountability Continuum (QSAC) Equivalency**

Be it resolved that the Springfield Township Board of Education approve the submission of a QSAC Equivalency Application pursuant to N.J.A.C. 6A:30-3.1(a)-(d) and 3.2.

**c. Revised 2015-2016 Springfield Township School District Calendar**

Be it resolved that the Springfield Township Board of Education approve the revised school district calendar for the 2015-2016 year.

**d. 2016-2017 Springfield Township School District Calendar**

Be it resolved that the Springfield Township Board of Education approve the school district calendar for the 2016-2017 year.

**Motion: Specca  
Roll Call Vote: 8/0**

**Second: Hale**

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

**FINANCE/FACILITIES/MINUTES**

The Superintendent submits the following resolutions for approval:

**a. Minutes:**

November 12, 2015 Work Session  
November 17, 2015 Regular Meeting  
November 17, 2015 Executive Session

**b. Payment of Bills and Financial Reports:**

Be it resolved, by the Springfield Township Board of Education, that the claims for goods received and services rendered and certified to be correct by the Business Administrator along with 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 2015** be approved as follows

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

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

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

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

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

Approve the Payroll Bills lists for **October 30, 2015, November 15, 2015, and November 30, 2015**.

Approve the issuance of warrants (checks) for the payment of the items on the Accounts Payable Bills List (including payroll) for **December 2015** in the amount of \$154,571.74.

**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.**

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

**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.

**d. Special Education Tuition Contract Agreement – Y.A.L.E. School**

Be it resolved that the Springfield Township Board of Education approve the Tuition Contract for one student with the Y.A.L.E. School for the 2015-2016 school year (July 31, 2015-June 2016) at a tuition rate of \$50,513.40.

**e. Organizational Chart**

Be it resolved that the Springfield Township Board of Education approve the district organizational chart for the 2015-2016 school year.

**f. Rejection of Bid**

Whereas, nine (9) contractors picked-up bid documents for the Door and Window Replacement Project and; Whereas, a bid opening was conducted on Thursday, December 10, 2015 and; Whereas, two bids were submitted and opened:

Now therefore be it resolved that the Springfield Township Board of Education reject all bids on the basis of the bid prices submitted were over budget, and

Be it further resolved that the Springfield Township Board of Education authorize the Spiezle Architectural Group to rebid the project.

**Motion: Specca**

**Second: Lippincott**

**Roll Call Vote: 8/0 (Mr. Corbo abstained on the Minutes)**

**PERSONNEL MATTERS**

The Superintendent submits the following resolutions for approval:

**a. Student Teacher**

Be it resolved that the following individual, as listed below, be approved as a student teacher during the 2015-2016 school year.

<b>Name / School</b>	<b>Cooperating Teacher</b>	<b>Effective Dates</b>
Andrea Tarnavskyj* The College of New Jersey	Heather Pence Grade One	3/14/2016 – 5/6/2016

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

\*Assignment subject to the results of the Criminal History Review.

**b. Amended Hourly Rate – Substitute Custodian**

Be it resolved that the Board of Education amend the hourly rate for substitute custodians, approved at the November 17, 2015 meeting, as follows:

From	To
\$15.89 per hour	\$14.66 per hour

**Motion: Bucs  
Roll Call Vote: 8/0**

**Second: Corbo**

**POLICY**

Be it resolved that the Springfield Township Board of Education approve the following policies and regulations, as listed below, for first reading.

File Code	Name
Policy 1240 Regulation 1240	Evaluation of Superintendent
Policy 3221 Regulation 3221	Evaluation of Teachers
Policy 3222 Regulation 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
Policy 3223 Regulation 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
Policy 3224 Regulation 3224	Evaluation of Principals, Vice Principals, and Assistant Principals
Policy 3431.1	Family Leave
Policy 4431.1	Family Leave
Policy 5337	Service Animals
Policy 5516	Use of Electronic Communication and Recording Devices (ECD)

**Motion: Schmieder  
Roll Call Vote: 7-0-1 (Mr. Corbo abstained)**

**Second: Specca**

**UNFINISHED BUSINESS**

**NEW BUSINESS**

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

Mr. Schmieder acknowledged that this was Mr. Corbo's last meeting. He thanked him for the time and energy he expended these past 3 years. He wished him good luck.

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

There were no public comments.

**Motion to adjourn:**

**Motion: Bucs**

**Approval: 8/0**

**Time: 7:40 pm**

**Second: Corbo**

Respectfully submitted,

Dr. Joseph Cappello  
Interim School Board Administrator/Board Secretary