CALL TO ORDER	TIME:	7:00 P.M.

A **Work Session** of the Springfield Township Board of Education will be held on **Wednesday, December 13, 2017** at **7:00 p.m.** in the Springfield Elementary School **Media Center**.

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

ROLL CALL OF BOARD MEMBERS AND STAFF

	Board of Education Member	Present	Late	Absent	
1	Andrew Eaton	X			1
2	Wade Hale	X			2
3	Kristen Lippincott	X			3
4	Gregory Madia	X			4
5	Michael Ramalho	X			5
6	James Specca	X			6
7	Gary G. Walker	X			7
8	Jennifer Webb			X	8
9	Joseph Bucs	X			9

Others present:

[X] Craig Vaughn, Chief School Administrator
[X] Casey DeJoseph, Business Administrator/Board Secretary
[ ] Shawn Dennis, Educational Facilities Manager
[ ] Asia Michael, Director of Curriculum

SCHOOL AND COMMUNITY PRESENTATIONS

PUBLIC COMMENT #1 – SHALL NOT EXCEED THIRTY (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 and shall not exceed thirty (30) minutes. Public Comment #2 is for general comments or statements.

PREPARATION OF TUESDAY, December 19, 2017 AGENDA

The Superintendent of Schools and the Business Administrator/Board Secretary reviewed each item on the ***December 19, 2017*** *Regular Public Meeting with the Board.*

ACTION ITEMS FOR APPROVAL

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-WS-347-147

RESOLUTION THE APPROVING THE APPOINTMENT
OF A PART-TIME INSTRUCTIONAL ASSISTANT
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT
FOR THE 2017-2018 SCHOOL YEAR

WHEREAS, a vacancy was created in the position of pursuant to the resignation of the incumbent; and

WHEREAS, the position was duly posted in accordance with the provisions of the Agreement Between the Springfield Township Board of Education and the Springfield Township Education Association; and

WHEREAS, the following recommendation is being made by the Superintendent of Schools:

NAME:	Alyssa Zionce
STREET ADDRESS:	133 Juniper Street Burlington, NJ
TOWN ZIP CODE:	08016
STEP ON SCALE:	1
ADDITIONAL COMPENSATION	N/A

ANNUAL COMPENSATION LEVEL:	$19,555
POSITION CONTROL NUMBER:	W-TAMD03
FULL TIME EQUIVALENT:	0.70
EFFECTIVE DATE:	December 18, 2017

Jersey 1st Classification	New Jersey Resident
Health Care Coverage	N/A
Pension System Enrollment	DCRP
Annual Sick Leave Allocation	10.0
Annual Personal Leave Allocation	3.0
Annual Vacation Leave Allocation	0.0
Annual Emergency Leave Allocation	2.5

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above appointment is hereby approved as above indicated.

EMPLOYEE HIRING MANDATORY ITEM CHECK LIST

-1- Completed Physical	**-2- TB Test Certificate**	-3- Fingerprint Clearance	-4- Emergent Hire Form	*-5- Black Seal License*	-6- Right To Know Training	-7- Laboratory Compliance Training	**-8- Driver License Check**	-9- Hepatitis B Series
TBS	TBS	TBS	TBS	NR	NR	NR	NR	NR
				Custodial Only		Science Only	Bus/Van Only	High Risk Only

Legend: SB = Submitted NS = Not Submitted NR = Not Required TBS = To Be Scheduled TBO = To Be Obtained

Required Before Start of Employment = Items 1, 2, 3 or 4, 8 [bus/van only]
Required Within 1 Year = Item 5

********** ********** **********

CERTIFICATION OF PAYROLL ACCOUNT

-1- DATE START	-2- ANNUAL PAY	-3-	-4- PERIOD RATE [B2/C2]	-5- PAY PERIODS	-6- PERIOD TOTAL [D2XE2]	-7- PAY DAYS	-8- PER DIEM RATE	-9- PER DIEM TOTAL [G2XH2]	-10- ANNUAL PRO-RATED TOTAL [F2+I2]
12/18/17	13762.84	20	688.15	13	8945.95	182			13762.84

********** ********** **********

CERTIFICATION OF AVAILABILITY OF FUNDS – 2017-2018

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-219-105-050-101-0	

Account Title	CST SEC SAL	
Certification Date	12/7/2017	
Beginning Balance		1160.60
Contract Encumbrance Account		-894.60
Ending Balance		266.00

Notes:

_____
Casey DeJoseph
Business Administrator/Board Secretary

********** ********** **********

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-262-107-000-101-0	
Account Title	CAFÉ IA SAL	
Certification Date	12/7/2017	
Beginning Balance		2321.20
Contract Encumbrance Account		-1789.19
Ending Balance		532.01

Notes:

_____
Casey DeJoseph
Business Administrator/Board Secretary

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-212-100-106-050-101-0	
Account Title	MD IA SAL	
Certification Date	12/7/2017	
Beginning Balance		8123.50
Contract Encumbrance Account		-6262.17
Ending Balance		1861.33

Notes:

********** *CERTIFICATION OF THE BOARD SECRETARY* **********

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Work Session held on Wednesday, December 13, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton			X					1
2	Wade Hale, Vice President			X					2
3	Kristen Lippincott			X					3
4	Gregory Madia	X		X					4

5	Michael Ramalho			X					5
6	James Specca		X	X					6
7	Gary Walker			X					7
8	Jennifer Webb						X		8
9	Joseph Bucs, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum = 5

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-WS-347-148

RESOLUTION APPROVING THE SUPERINTENDENT OF SCHOOLS' RECOMMENDATION FOR THE SUBSTITUTE POSITIONS FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT

WHEREAS, the Superintendent of Schools is vested with the authority to recommend the hiring of certain personnel within the School District and that substitute teachers, aides, secretaries, nurses, custodians, special education aides are such personnel

Teachers	**Aides**	**Secretaries**	**Custodian**
Allison Fessenden	Brielle Capra*		MaryAnn Burg*
Sarah Matos	John McIntyre*		
Jillian Ruczynski	Allison Fessenden		
	Sarah Matos		
	Jillian Ruczynski		

*pending Criminal History Review

; and

WHEREAS, the Superintendent of Schools has reviewed the qualifications of the individuals listed below and recommends approval to the Board of Education; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above substitute positions are hereby approved.

********** ********** **********

********** *CERTIFICATION OF THE BOARD SECRETARY* **********

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	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton			X					1
2	Wade Hale, Vice President			X					2
3	Kristen Lippincott			X					3
4	Gregory Madia	X		X					4
5	Michael Ramalho			X					5
6	James Specca		X	X					6
7	Gary Walker			X					7
8	Jennifer Webb						X		8
9	Joseph Bucs, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum = 5

MOTION TO TAKE A 5 MINUTES RECESS	**TIME:**	**7:40 P.M.**

********** *CERTIFICATION OF THE BOARD SECRETARY* **********

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Work Session held on Wednesday, December 13, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton			X					1
2	Wade Hale, Vice President			X					2
3	Kristen Lippincott			X					3
4	Gregory Madia	X		X					4
5	Michael Ramalho			X					5
6	James Specca		X	X					6
7	Gary Walker			X					7
8	Jennifer Webb						X		8

9	Joseph Bucs, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum = 5

RETURN FROM RECESS	**TIME:**	**7:46 P.M.**

UNFINISHED BUSINESS MATTERS

NEW BUSINESS MATTERS

It was decided to move the Regular Meeting for December 19, 2017 to 6:00 pm.

PUBLIC COMMENT #2 – SHALL NOT EXCEED THIRTY (30) MINUTES

None.

MOTION TO ADJOURN	**TIME:**	**7:48 P.M.**

********** ***CERTIFICATION OF THE BOARD SECRETARY*** **********

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Work Session Meeting** held on **Wednesday, December 13, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	**Mtn**	**Snd**	**Yea**	**Nay**	**Abn**	**Abs**	**Nvt***	
1	Andrew Eaton			X					1
2	Wade Hale, Vice President	X		X					2
3	Kristen Lippincott			X					3
4	Gregory Madia			X					4
5	Michael Ramalho		X	X					5
6	James Specca			X					6
7	Gary G. Walker			X					7
8	Jennifer Webb						X		8
9	Joseph Bucs, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting *Not Voting due to Conflict. Quorum =*

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION

_____
Casey DeJoseph
Secretary to the Board

{SEAL}