

Spring Township Board of Education
Jobstown, NJ 08041
Wednesday, March 6, 2019
Minutes – Session 65

CALL TO ORDER	TIME:	7:00 P.M.
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A **Work Session** of the Springfield Township Board of Education was held on **Wednesday, March 6, 2019** 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

Mrs. Lippincott, Board President, led the Board in the Pledge of Allegiance.

ROLL CALL OF BOARD MEMBERS AND STAFF

	Board of Education Member	Present	Late	Absent	
1	Joseph Bucs	X			1
2	Andrew Eaton, Vice President	X			2
3	Jason Angelo	X			3
4	Gregory Madia			X	4
5	Michael Ramalho	X			5
6	Gary Walker	X			6
7	Wade Hale	X			7
8	Kristen Lippincott, President	X			8

Others present:

[X] Craig Vaughn, Chief School Administrator
[X] Arlene Biesiada, Business Administrator/Board Secretary
[] Joe Knewasser, Interim Facilities Manager
[] Kim Hannigan, Interim Supervisor of Curriculum

SCHOOL AND COMMUNITY PRESENTATIONS

None

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 comments will only be permitted during the public comment periods at the beginning and end of each Board meeting. Each public comment period shall be limited to thirty minutes unless extended by a majority vote of the Board members present. Statements are limited to two, three minute time periods for a total of six minutes on any one topic.

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.

None

PREPARATION OF WEDNESDAY, MARCH 13, 2019 AGENDA AND TUESDAY, March 26 2019 AGENDA
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PERSONNEL & NEGOTIATIONS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM 18-100

Resolution Approval Of The Appointment Of A Special Education Teacher

WHEREAS, a vacancy was created in the position of Special Education Teacher due 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:	April Morales
STEP ON SCALE:	Step 1
ADDITIONAL COMPENSATION	N/A
ANNUAL COMPENSATION LEVEL:	\$26,700 (pro-rata)
POSITION CONTROL NUMBER:	V-ET2005
FULL TIME EQUIVALENT:	.5
EFFECTIVE DATE:	March 25, 2019

Jersey 1 st Classification	New Jersey Resident
Health Care Coverage	N/A
Pension System Enrollment	TPAF
Annual Sick Leave Allocation	3 (pro-rata)
Annual Personal Leave Allocation	1 (pro-rata)
Annual Vacation Leave Allocation	NA
Annual Emergency Leave Allocation	.75 (pro-rata)

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 CHECKLIST

-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]
3/25/19	\$26,700			7		63			\$8731.60

CERTIFICATION OF AVAILABILITY OF FUNDS – 2018-2019

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-213-100-101-050-101-0	
Account Title	RC TCH SAL	
Certification Date	March 1, 2019	
Beginning Balance		\$10,001.52
Contract Encumbrance		\$8731.60
Account Ending Balance		\$1269.92

Notes:

Arlene Biesiada Business Administrator/Board Secretary

TOWNSHIP OF SPRINGFIELD BOARD OF
EDUCATION

**RESOLUTION #18/19-RM-18-
101**

**RESOLUTION ACCEPTING THE RESIGNATION
NOTICE OF AN INSTRUCTIONAL ASSISTANT
PCR #: W-TAPSD4
FOR THE SPRINGFIELD TOWNSHIP SCHOOL**

WHEREAS, the Superintendent of Schools received official resignation notice from Heather Schwarzwald, Instructional Assistant, Springfield Township School; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above notification of resignation is hereby accepted effective March 4, 2019; and;

BE IT FURTHER RESOLVED that the posting of the vacancy is hereby authorized as per the following number:

VACANCY/NEW POSITION	CERTIFICATION REQUIREMENT	POSTING NUMBER
Instructional Assistant	NA	#18/19-W-TAPSD4

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, March 6, 2019** 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	Joseph Bucs			X					1
2	Andrew Eaton, Vice President			X					2
3	Jason Angello			X					3
4	Gregory Madia						X		4
5	Michael Ramalho		X	X					5
6	Gary Walker			X					6

7	Wade Hale	X		X					7
9	Kristen Lippincott, 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

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, March 6 2019** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

BOARD FORUM

None

UNFINISHED BUSINESS MATTERS

None

NEW BUSINESS MATTERS

Mr. Angello suggested the Board report annually to the community as a whole.

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

Mrs. Secouler asked about the Sustainability Committee and what Board Members were on it. Mr. Eaton stated that he would have a presentation for the end of the month.

Mrs. Cervino mentioned that she posts on social media all of the happenings in the school.

Mrs. Fry suggested that the goals timing does not line up with the election and budget cycle. She suggested contacting a School Board representative for advice.

Mrs. Traino suggested a form on the website to submit ideas.

TOWNSHIP OF SPRINGFIELD BOARD OF
EDUCATION

RESOLUTION #18/19 RM-18-102

**RESOLUTION AUTHORIZING THE SPRINGFIELD TOWNSHIP BOARD OF
EDUCATION TO MEET IN CLOSED EXECUTIVE SESSION
PURSUANT TO THE NEW JERSEY OPEN PUBLIC MEETINGS
ACT PUBLIC LAW 1975, c.231**

WHEREAS, N.J.S.A. 10:4-6 et seq provides that a public body may hold a closed session under certain statutory exceptions to the New Jersey Open Public Meetings Act with a general description of the exceptions being as follows:

1. items forbidden by specific legal action
2. right to receive federal funds
3. invasion of individual privacy
4. collective bargaining negotiations
5. purchase/lease/acquisition of real property
6. items where immediate disclosure would impair public safety
7. investigation of violations of law
8. attorney-client privilege
9. terms and conditions of employment/personnel matters
10. penalty or loss of license to an individual

WHEREAS, the President of the Board of Education has determined that such a circumstance exists which warrants a closed executive session under item #6 as above indicated and that the conducting of a closed executive session was duly authorized by the adoption of this Resolution. The subject to be discussed is as follows:

Items Where Immediate Disclosure Would Impair Public Safety

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, pursuant to N.J.S.A. 10:4-6 et seq, that it meet in executive session closed to the public for the discussion of a matter which falls under a statutory exception to the New Jersey Open Public Meetings Act and that said closed session will be held on Wednesday, January 9, 2019; and

BE IT FURTHER RESOLVED the closed executive session discussions will pertain to the above mentioned items and that the minutes of the closed executive session will be disclosed after the Board of Education takes formal action or after the reason for the discussions in closed session no longer exists.

Mr. Hale made the motion to enter into executive session seconded by Mr. Eaton. All members present were in favor.

Mr. Bucs made the motion to return to public session at 8:00 pm seconded by Mr. Eaton. All members present were in favor.

MOTION TO ADJOURN	TIME:	8:00 P.M.
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***** **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, March 6, 2019** 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	Joseph Bucs	X		X					1
2	Andrew Eaton, Vice President		X	X					2
3	Jason Angello			X					3
4	Gregory Madia						X		4
5	Michael Ramalho			X					5
6	Gary Walker			X					6
7	Wade Hale			X					7
9	Kristen Lippincott, 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

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION

Arlene Biesiada
Secretary to the Board

{SEAL}