

**SPRINGFIELD BOARD OF EDUCATION
REGULAR PUBLIC MEETING MIUNUTES
January 29, 2024**

VISION STATEMENT

Cultivating, compassionate, and extraordinary learners.

MISSION STATEMENT

Springfield Public Schools will challenge every student through meaningful, engaging experiences – empowering all students to flourish and contribute in an evolving world.

Time: 7:17 PM

CALL TO ORDER AND STATEMENT- President Meredith Murphy

President’s Statement: Pursuant to the New Jersey Open Public Meetings Act, Public Law 1975, Chapter 231, the Board Secretary caused notice of the meeting to be given to the public and the press on January 3, 2024. The public comment format for this meeting is as follows – attendees wishing to comment during the public sessions will state their name and address. The President of the Board of Education will recognize the attendee at the appropriate time. All of the Board's Policies and Regulations related to public participation in board meetings shall remain in effect, including, but not limited to, the presiding officer's ability to limit each statement made by a participant to a 3-minute duration.

A. ROLL CALL

Vice President Laura Gamarekian
Mr. Jerry Fernandez
Mr. Hector Munoz
Mrs. Kristy Rubin
Mrs. Paula Saha

Mrs. Adriana Silva
Mrs. Hilary Turnbull
Mrs. Yelena Zolotarsky
President Meredith Murphy

B. CLOSED SESSION

RESOLVED, That the Springfield Board of Education meeting hereby convenes to executive session pursuant to P.L. 1975 chapter 231 for discussion of the following subjects:

1. Student Matters- the Board participated in a residency hearing and were updated on a HIB matter.
2. Personnel Matters- the superintendent updated the board on personnel matters.

It is anticipated that the executive session will take approximately 75 minutes; the Board may take action during public session. The Board shall return to public session, following executive session, at approximately 7 p.m. The minutes of the executive session shall be released to the public when the reason for the executive session no longer exists.

Motion to go into executive session:

Moved: Mrs. Saha

Seconded: Mr. Munoz

Time: 5:45 PM

Voice Vote: AYE- 9 NAY-0

Motion to return to public session:

Moved: Vice President Gamarekian

Seconded: Mr. Fernandez

Time: 7:17 PM

Voice Vote: AYE-9 NAY-0

C. **PLEDGE OF ALLEGIANCE**

D. **COMMUNICATIONS**

- Mrs. Calas stated that articles on the following topics: school ethics decisions, governor's comments on reading and phonics and education funding, legislative and bills signed were included in the board packet. School boards has upcoming webinars that may be of interest.
- Reminders for personal and financial disclosures were provided.
- Addenda items were read in.

E. **MINUTES**

The Superintendent recommends:

1. To approve the following minutes:

Reorganization/Regular Meeting – January 2, 2024
Board Workshop Meeting – January 10, 2024

Approval of the Minutes

Motion to Approve: Vice President Gamarekian

Seconded: Mrs. Turnbull

Voice Vote: AYE- 8 NAY-0 (Abstention- Mrs. Saha)

F. **SUPERINTENDENT'S REPORT**

1. Staff/Student Recognitions
 - a. Sports Jacket Presentation
2. JDHS Program of Studies
3. Community Updates
4. HIB Report (The Board will go into closed session at the end of the meeting if specific clarification is needed.)
5. Building Use Request
6. Student Representative Report
 - Faith Alexander, student representative, was introduced. She provided the student representative report. She asked about transportation for field trips.
 - Superintendent Goldberg commended Coach O'Brien and the volleyball team for their 4th state sectional championship. Coach O'Brien presented the jackets.
 - An athletic update was provided.
 - Superintendent Goldberg recognized Mrs. Cokeing's retirement and commended all her efforts.
 - Board agenda highlights were noted: before and after care program and change of assignments and athletic contribution to Girls Lacrosse.
 - Calendar revision was noted.
 - Superintendent Goldberg reviewed some of the facility agenda items on the agenda.
 - Preschool registration update was provided.
 - Academic tutorial support update was provided.
 - Dr. Francis presented the Jonathan Dayton High School program of studies.
 - JDHS received the 2023 AP CSP Female Diversity Award.
 - Districtwide happenings were highlighted.
 - Community events and calendar dates were reviewed.
 - Dr. Goldberg commented on a recent trip.

Approval of the Superintendent's Report, as presented

Motion to Approve: Vice President Gamarekian
Seconded: Mr. Munoz
Voice Vote: AYE- 9 NAY-0

G. PUBLIC SESSION ON AGENDA ITEMS

None

H. BOARD GOVERNANCE, POLICY, AND COMMUNICATIONS COMMITTEE- Mrs. Saha

Items 1 through 21 and Addenda Items 42 and 44

The Superintendent recommends:

1. Staff Appointment

To approve the following staff appointments:

- a. Alyssa Thomas, Leave Replacement Teacher, JDHS, on/about January 22, 2024 - June 30, 2024 at Step 1- BA, \$60,247.00.
Account: 11-140-100-101-01-10
- b. Amanda Vansco*, Leave Replacement Teacher, EVW, on/about March 25, 2024 - June 30, 2024 at Step 1- BA, \$60,247.00.
Account: 11-120-100-101-01-09
- c. Shane Murray*, Instructional Aide-Autism Program, Itinerant, on/about January 29, 2024 – June 30, 2024 at \$20.62/hr. + \$1,250 (annual stipend).
Account: 11-214-100-106-00-09
- d. Sattie Glowacki, Instructional Aide- Autism Program, Itinerant, on/about January 29, 2024 - June 30, 2024 at \$20.62/hr. + \$1,250 (annual stipend).
Account: 11-214-100-106-00-09
- e. Amy Pozolante*, Instructional Aide, Itinerant, on/about January 29, 2024 – June 30, 2024 at \$20.62/hr.
Account: 11-000-217-100-11
- f. Lania Curiel*, Bus Driver, Transportation, on/about January 29, 2024 – June 30, 2024 at \$30.00/hr.
Account: 11-000-270-161-96-10
- g. Doris Escobar*, Bus Driver, Transportation, on/about January 29, 2024 – June 30, 2024 at \$30.00/hr.
Account: 11-000-270-161-96-10
**Pending Criminal History Background Check Clearance*

2. Staff Retirement

To accept the following retirement:

- a. Mary E. Cokeing, Teacher, JDHS, effective July 1, 2024.

3. Staff Resignation

To accept the following resignation:

- a. Angela Villaraud, Instructional Aide, EVW, effective January 4, 2024.
- b. Sandra Orejarena, Student Transportation Coordinator, District, effective March 9, 2024.
- c. Farkhunda Javed, Instructional Aide, EVW, effective January 26, 2024.
- d. David Ortiz, Bus Driver, District, effective February 9, 2024.

4. District Substitutes 2023-2024

To approve additional substitutes. NJ Certified Teachers- \$135/day, Sub Certified-\$125/day, Paraprofessionals- \$20/hr., Secretary- \$20/hr., Custodian- \$20/hr., Nurse-\$190/day, Bus Driver- \$25/hr.

TEACHER

George Stevens
Ovetter Bryant

AIDE

Nicole Aleluia

5. Mentoring Novice Teachers

To approve the following staff member for completion of Mentoring Novice Teachers for the 2023-2024 school year:

Novice Teacher	Mentor Teacher	Rate
Alyssa Thomas	Kendra Newman	\$550.00

6. Medical Leave of Absence Request

To approve the following medical leave of absence request:

Name	Leave Request	Dates	
Lauren Gigante	Pre-Disability Leave/FMLA	4/1/2024 – 4/27/2024	Full Salary; accumulated sick days.
	Post Disability Leave/FMLA	4/28/2024 – 5/27/2024	Full Salary; accumulated sick days.
	FMLA/NJFLA	5/28/2024 – 10/28/2024	Unpaid

7. Leave of Absence Revision

To approve the following revised medical leave of absence request:

Name	Leave Request	Dates From	Dates To	Rate
Pamela De La Llave	Post Disability Leave/FMLA	9/1/2023 – 10/9/2023	9/1/2023 – 11/6/2023	Full Salary; accumulated sick days/ Unpaid
	FMLA/NJFLA	10/10/2023 – 1/8/2024	11/7/2023 – 2/6/2024	Unpaid
	Maternity Leave	1/9/2024 – 3/3/2024	2/7/2024 – 3/3/2024	Unpaid
Caitlin Lowe	Post Disability Leave/FMLA	12/5/2023 – 1/15/2024	12/5/2023 – 1/21/2024	Full Salary; accumulated sick days.
	FMLA/NJFLA	1/16/2024 – 4/17/2024	1/22/2024 – 4/21/2024	Unpaid

8. Athletic Coaches

To approve the following athletic coaches for the 2023-2024 school year:

Assistant Boys Tennis Coach	Lindsey Stearns	\$3,463
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Account Number: 11-402-100-100-46-14

9. Athletic Event

To approve the following athletic event staff/site supervisor for the 2023-2024 school year. Event Staff: \$30.63:

Staff Name	Position
Jordan Fabi	Event Staff

Account Number: 11-401-100-100-45-14

10. Home Instructors

To approve the following home instructors for the 2023-2024 school year as needed, rate of \$44.54:

- Cheryl Paolino

- Michael O'Brien
- Josephine Cioffi

Account number: 11-150-100-101-63-11

Cost not to exceed: \$15,000

11. Presenters

To approve the following staff to provide professional development at a rate of \$53.29/hr, up to 5 hours each:

Name	Date	Location
Ashley Bauers	February 7, 2024	JDHS
Colleen Cusick	February 7, 2024	JDHS
Kimberly Tuttle	February 7, 2024	JDHS
Alyssa Vogas	February 7, 2024	JDHS

Account Number: 20-488-100-100-31-12, (ESSER) cost not to exceed \$1,066.00

12. After School Tutorial Program

To approve the following staff for the After School Tutorial Program. Staff shall be paid in accordance with SEA agreement. Teacher Rate -\$53.29.

Name	Position	Location	Hrs./Days	Account Number
Ashley Cicchino	Social Emotional Learning	EVW	Up to 20 hours	20-490-100-100-31-12
David Falk	Academic Intervention Program	TLS	Up to 40 hours	20-490-100-100-31-12

13. Portfolio Review Teacher

To approve the following JDHS Staff for the 2023-2024 school year. Rate: \$53.29/hr. with a max of 60 hours total.

Name	Position	Location
Mary Ellen Powers	Portfolio Review Teacher	JDHS
Alexis Mojka	Portfolio Review Teacher	JDHS
Nicholas Iannacone	Portfolio Review Teacher	JDHS
Kendra Newman	Portfolio Review Teacher	JDHS

Account Number: 11-140-100-101-00-14

14. Independent Study

To approve the following personnel staff for Independent Study:

Name	Course	Rate	Dates
Mary Ellen Powers	Introduction to Java	\$750.00	2/1/2024 – 6/19/2024
Mary Ellen Powers	Rescind – Holocaust and Genocide		

Account Number: 11-140-100-101-28-14

15. Before/ After School Program/ Childcare

To approve the following Before and After School Program/Child Care appointments:

Name	Position	Rate
Ana Morales	Group Aide	\$16.26/hr.
Justin Stewart	Group Aide	\$16.26/hr.
Nicole Aleluia	Group Aide	\$16.26/hr.

**Pending Criminal Background Check*

16. Detention/ Chaperone Staff

To approve the additional Staff for the 2023-2024 school year. Detention/Chaperone Rate: \$30.63:

Name	Position	School
Jillian Maged	Chaperone/Detention	FMG
Alexis Mojka	Chaperone/Detention	FMG
David Dougherty	Chaperone/Detention	FMG
George Stevens	Chaperone	FMG
Christopher Moore	Chaperone/Detention	JDHS
Alyssa Thomas	Chaperone/Detention	JDHS

Account Number: 11-401-100-100-45-XX

17. Professional Development

To approve the following professional development request:

Attendee	Conference	Dates
Yelena Zolotarsky	NJSBA Online Board Leader Masterclass Series	Multiple dates

Account Number: 11-000-230-895-02-01 cost not to exceed \$425.00

18. District Policies and Regulations – Second and Final Reading

To approve the following district policies and regulations for second and final reading:

- a. P0155 Board Committees

19. Change of Assignment/ Transfer

To approve the following change of assignment/transfer:

Name	From Position	To Position
Jessica Ging	Teacher-Interventionist Location: Itinerant Salary: Same	Teacher- Gifted and Talented Location: Itinerant Salary: Same Account: 11-120-100-101-00-07 (.5) 11-120-100-101-00-08 (.5) Effective: Pending replacement
Colleen Funk	Teacher-2 nd grade Location: Walton Salary: Same	Teacher- Interventionist Location: Itinerant Salary: Same Account: 11-230-100-101-33-10 Effective: pending replacement

20. Job Descriptions

To approve the following job descriptions revisions:

- a. Principal
- b. District Courier/ Driver
- c. Bus Maintenance/ Mechanic/ Driver

21. District Calendar 2024-2025

To approve the revision of the 2024-2025 Springfield Public Schools district calendar. (Attachment A)

ADDENDA

42. Leave of Absence

To approve the following leave of absence request

Name	Leave Request	Dates	Rate
Marisol Guerra	FMLA	2/7/2024-3/6/2024	Full salary; accumulated sick days/unpaid

43. Change of Assignment/ Transfer

To approve the following change of assignment/transfer:

Name	From Position	To Position
Gabrielle Manger	Instructional Aide - Autism Program Walton \$20.62/hr. + \$1,250 (annual stipend) 11-214-100-106-00-09	Instructional Aide Walton \$20.62/hr. 11-216-100-106-00-09 Effective: January 29, 2024

44. Harassment/ Intimidation/ Bullying Incident

To affirm the following harassment/intimidation/bullying incidents:

- 090-2324-01

Approval of Board Governance, Policy, and Communications Items 1 through 21 and Addenda Items 42 and 44

Motion to Approve: Mrs. Saha

Seconded: Vice President Gamarekian

Roll Call

VicePresident Laura Gamaekian	Yes	Adriana Silva	Yes
Jerry Fernandez	Yes	Hilary Turnbull	Yes
Hector Munoz	Yes	Yelena Zolotarsky	Yes
Kristy Rubin	Yes	President Meredith Murphy	Yes
Paula Saha	Yes		

I. SCHOOL ADMINISTRATION, ACADEMIC PROGRAMS, AND ATHLETICS COMMITTEE-

Vice President Gamarekian

Items 22 through 27

The Superintendent recommends:

22. New Courses

To approve the following course approval for the 2024-2025 school year.

- a. Essentials to Trigonometry and Statistics – Jonathan Dayton High School
- b. Statistical Concepts and Methods – Jonathan Dayton High School

23. Special Education Related Services/Placements

To approve the following tuition contracts for educational and related service(s) for the 2023-2024 school year.

School	Student (s)	SY Tuition	SY Aide
Vineland Board of Education	2609	\$2,693.52	
New Providence Board of Education	0702	\$24,488.00	

Account Number: 11-000-100-562-98-11

24. Education Programs

To approve the following education programs for the 2023-2024 school year:

Student(s)	Vendor	Services	Dates	Cost not to exceed
2013	Silvergate Prep	Bedside Instruction	1/2/2024 – Approx. 60 days	\$4,500.00
2619	Teacher Tutors	Bedside Instruction	Approx. 10 hours	\$1,500.00
1323	Four Winds Hospital	Bedside Instruction	1/18/2024 – Approx. 3 weeks	\$2,000.00

25. Professional Services

To approve the following professional services contracts for the 2023-2024 school year:

Vendor	Services	Original	Change	Cost not to Exceed
Best Choice Home Health Care & Nursing	Nursing	\$3,000.00	\$6,000.00	\$9,000.00
First Children Learning Services	BCBA/ABA	\$35,000.00	\$20,000.00	\$55,000.00
Teacher Tutors	Home Instruction	\$3,000.00	—————	\$3,000.00
Indy Visual Speech	Speech Services	\$17,000.00	\$20,500.00	\$37,500.00

26. Tuition Reimbursement/ Credit Revision

To approve the following personnel for credit and tuition reimbursement revision. The Maximum amount as set in the SEA CBA.

Staff Name	Course Title From	Course Title To	Semester	Credit	Credit/Reimbursement
Sarah David	LGBTQ + History of US:1800	American Colonies: A Continental History	Spring 2024	3	Credit & Reimbursement
Allison Zale	Public School Administration I	Management of Educational Finance	Spring 2024	3	Credit Only

Original Agenda resolution appeared on the December 11, 2023, Regular Public Meeting, resolution no.17

27. Grant

To accept the grant for the New Jersey Impact Tutoring Competitive FY 2024 for \$111,774.00.

Approval of the School Administration, Academic Programs, and Athletics Items 22 through 27

Motion to Approve: Vice President Gamarekian

Seconded: Mr. Munoz

Roll Call

Vice President Laura Gamarekian	Yes	Adriana Silva	Yes
Jerry Fernandez	Yes	Hilary Turnbull	Yes
Hector Munoz	Yes	Yelena Zolotarsky	Yes
Kristy Rubin	Yes	President Meredith Murphy	Yes
Paula Saha	Yes		

J. FINANCE, FACILITIES, AND SECURITY COMMITTEE- Mrs. Zolotarsky

Items 28 through 41

The Superintendent recommends:

28. Monthly Certification

a. Board Secretary's Monthly Certification, Budgetary Line Item Status

Pursuant to N.J.A.C. 6:20-2.13 (d), I certify that as of December 31, 2024 no budgetary line item account has obligations and payments (contractual orders) which line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18:22-8.1

Board Secretary

Date

b. Board of Education's Monthly Certification, Budgetary Major Account/Fund Status

Pursuant to N.J.A.C. 6:20-2.13 (e), we certify that as of December 31, 2023 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials that to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:20- 2.13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. This certification is solely based on the information provided by the School Business Administrator/Board Secretary and is assumed by the board to be correct.

29. Board Secretary/ Treasurer Reports

To approve the board secretary/ treasurer reports for the period ending December 31, 2023.

30. Bills List

To approve the check numbers 054182 through 054400 and wire transfers 800229 through 800230, 889001 through 889014, and 999972 for the grand total of \$9,048,725.29.

31. Budget Transfers

To approve budget transfers for the 2023-2024 school year. (Attachment B)

32. Athletic Contribution

To approve, in accordance with Board Policy #2431.1, to contribute 50% towards the Girl's Lacrosse program for the 2023-2024 school year.

33. Memorandum of Agreement

To approve the memorandum of agreement between the Springfield Police Department and the Springfield Public School District for the school year.

34. Emergency Purchase

To acknowledge the award of emergency contract pursuant to N.J.S.A 18A:18A-7 on January 9, 2024 to CJ Vanderbeck, Inc. for emergency plumbing/ boiler repair. Cost not to exceed \$12,500

35. Certificate of Payment

To approve the Certificate of Payment #11 & final in the amount of \$113,940.00 to Accurate Construction, Inc., Wayne, NJ for project number 2020.19. (FMG Media Center & Classrooms)

36. Bid Award

To approve the following bid award to the lowest responsible bidder:

WHEREAS, a recommendation was made by the Superintendent of Schools to the Springfield Board of Education (“Board”) to seek a contract for construction services for the Jonathan Dayton High School and Florence M. Gaudineer Middle School Bathroom Renovations (hereinafter “Project”); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18:-4; and

WHEREAS, on Wednesday, January 3, 2024 the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, et seq; and

	Jonathan Dayton High School		Florence M. Gaudineer Middle School		Total Base Bid	Total with Alt.
	Base Bid	Alt. 1	Base Bid	Alt.2		
Billy Contracting & Restoration Inc.	Bid Withdrawn					
K & D Contractors, LLC	\$445,000.00	\$314,900.00	\$696,200.00	\$474,700.00	\$1,141,200.00	\$1,930,800.00
Salazar & Associates	\$379,000.00	\$309,000.00	\$673,000.00	\$334,000.00	\$1,052,000.00	\$1,695,000.00

WHEREAS, the bid submitted by Salazar & Associates. has been reviewed and has been deemed complaint with the bid specifications and New Jersey Public Contracts Law, N.J.S.A. 18A:18A-1 et seq; and

WHEREAS, the project is part of the approved referendum project list and shall be bond-funded
NOW, THEREFORE:

BE IT RESOLVED, that the Board hereby awards the Project to Salazar Associates as the lowest responsible bidder at a total contract amount of \$1,052,000.00 (Base Bid)

37. Bid Award

To approve the following bid award to the lowest responsible bidder:

WHEREAS, a recommendation was made by the Superintendent of Schools to the Springfield Board of Education (“Board”) to seek a contract for construction services for the Roof Replacement and Repairs at High School Field House (hereinafter “Project”); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18:-4; and

WHEREAS, on Friday, January 12, 2024 the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, et seq; and

Bidder	Base Bid	Alt. #1	Alt. #2	Alt. #3	Alt. #4	Total
Spartan Construction General Contracting, Inc.	\$210,000.00	\$65,000.00	\$36,000.00	\$39,000.00	\$33,000.00	\$383,000.00

WHEREAS, the bid submitted by Spartan Construction General Contracting, Inc. has been reviewed and has been deemed complaint with the bid specifications and New Jersey Public Contracts Law, N.J.S.A. 18A:18A-1 et seq; and

WHEREAS, this project is part of the approved long range facilities plan and will be capital reserve funded NOW, THEREFORE:

BE IT RESOLVED, that the Board hereby awards the Project to Spartan Construction General Contracting, Inc. as the lowest responsible bidder at a total contract amount of \$383,000.00. (Base bid and alternates 1,2,3,4)

38. Bid Award

To approve the following bid award to the lowest responsible bidder:

WHEREAS, a recommendation was made by the Superintendent of Schools to the Springfield Board of Education (“Board”) to seek a contract for construction services for the Electrical Upgrades at Jonathan Dayton High School & Florence M. Gaudineer Middle School (hereinafter “Project”); and

WHEREAS, the Project was properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18:-4; and

WHEREAS, on Tuesday, January 23, 2024 received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, et seq; and

	Contract No. 1a	Contract no. 1b	Total
	Jonathan Dayton High School	Florence M. Gaudineer Middle School	
	Base Bid	Base Bid	
TSUJ Corporation	\$491,777.00	\$167,117.00	\$658,894.00
Manor II Electric, Inc.	\$451,000.00	\$167,000.00	\$618,000.00
Boz Electrical Contractors, Inc.	\$708,000.00	\$278,000.00	\$986,000.00
VPV Electric Inc.	\$518,300.00	\$182,300.00	\$700,600.00

WHEREAS, the bid submitted by Manor II Electric, Inc. has been reviewed and has been deemed complaint with the bid specifications and New Jersey Public Contracts Law, N.J.S.A. 18A:18A-1 et seq; and

WHEREAS, the project is part of the approved referendum project list and shall be bond-funded NOW, THEREFORE:

BE IT RESOLVED, that the Board hereby awards the Project to Manor II Electric, Inc. as the lowest responsible bidder at a total contract amount of \$618,000.00.

39. Gym Window Replacement Project

To approve the following contracts for the Florence M. Gaudineer and Jonathan Dayton High School large gym window replacement project. This project is part of the approved referendum project list and shall be bond-funded.

- a. BRG Corporation, ED DATA 1168 package#63, \$7,991.00- Change order #1
Original Agenda resolution appeared on the December 11, 2023, Regular Public Meeting, resolution no.28
- b. EnviroVision Consultants, Asbestos professional services for \$2,013.75

40. Caldwell Interior Renovations

To approve the following contracts for the Interior Basement Renovations at the Caldwell School project. This project is part of the approved referendum project list and shall be bond-funded.

- a. Academy Construction Inc, Asbestos Abatement, HCESC-SER-22-15, \$53,446.48.
- b. Robert Griggs Plumbing & Heating, LLC, Plumbing Services, HCESC-SER-20C, \$102,660.

41. Cooperative Pricing System- Additional Vendor

To authorize purchases, in accordance with N.J.A.C. 5:34-7.11(c), with vendors that have been awarded contracts through a cooperative- pricing system and exceed the bid threshold for the 2023-2024 school year.

- Hoover Truck & Bus Centers, Contract# ESCNJ 23/24-21, School Buses

Approval of Finance, Facilities, and Security Items 28 through 41

Motion to Approve: Vice President Gamarekian

Seconded: Mrs. Turnbull

Roll Call

VicePresident Laura Gamarekian	Yes	Adriana Silva	Yes
Jerry Fernandez	Yes	Hilary Turnbull	Yes
Hector Munoz	Yes	Yelena Zolotarsky	Yes
Kristy Rubin	Yes	President Meredith Murphy	Yes
Paula Saha	Yes		

K. OPEN PUBLIC SESSION

None

L. NEW BUSINESS

Motion to recess: Mrs. Turnbull

Seconded: Mr. Munoz

Voice Vote: Aye-9 Nay-0

Motion to reconvene: Mr. Munoz

Seconded: Mrs. Turnbull

Voice Vote: Aye-9 Nay-0

- Board Member Ethics Training was presented by Patricia Rees, NJSBA Field Representative

M. OLD BUSINESS

N. ADJOURNMENT

Moved: Mr. Munoz

Seconded: Vice President Gamarekian

Time: 9:18 PM

Voice Vote: AYE- 9 NAY-0

Upcoming Meeting

1. Regular Meeting – February 26, 2024 at 7:00PM in the JDHS IMC

Springfield Public Schools Policy

0155 BOARD COMMITTEES

The establishment of Board committees is done to expedite the work of the Board. Within the assigned responsibility, the committee may conduct studies, make recommendations to the Board, and act in an advisory capacity, but no committee shall take action that binds the full Board.

Standing Committees and Representatives

The President, in consultation with the Vice President, shall make committee assignments within one month after the annual Organizational Meeting. Each committee shall consist of three members (one of whom the Board President shall appoint as chairperson) who shall serve until their successors are appointed.

The following are recognized as official standing committees of the Springfield Board of Education and representatives to the organizations listed below:

1. Board Governance, Policy, and Communications
2. School Administration, Academic Programs, and Athletics
3. Finance, Facilities, and Safety/Security
4. Negotiations and Teacher-Administrator-Board

Representatives:

1. Town Liaison;
2. State and county school boards associations;
3. Union County Educational Services Commission; and
4. Local PTAs and PTSO.

Committee chairpersons may work in consultation with their committee members to suggest a schedule for committee meetings with the goal of meeting at least once per quarter, and communicate such requests to the President for consultation with the administration. Committee chairpersons may call a meeting by making arrangements through the President (or in his/her absence the Vice President) who will make arrangements with the School Business Administrator/Board Secretary. The Superintendent in consultation with the President (or in his/her absence the Vice President) may request a committee meeting as needed. The date and time of the meeting should be convenient for the chairperson and the administration. The chairperson shall discuss the proposed agenda in advance with the President. Committee members shall be officially notified of the date, time, and place of the meetings.

Springfield Public Schools Policy

A chairperson appointed by the President shall provide minutes of the committee meetings, with the exclusion of the Negotiations Committee or other issues as provided by law, to the Board within forty-eight hours, when practicable. Copies of committee minutes shall be distributed to all Board members by the Board Secretary. All committees must report to the Board at the next Board meeting following each committee meeting and will include pertinent background information with the report.

The Board reserves the right to meet and work as a Committee of the Whole in informational, discussion, and exploratory sessions. No official action shall be taken at these meetings unless so advertised.

Committee meetings shall not be open to the public, except that a majority of the committee or the chairperson may open the meeting to the public or invite persons whose knowledge or expertise may be useful to the committee.

1. Board Governance, Policy, and Communications

Duties of this committee shall include but are not limited to:

1. In coordination with the Board President, assist in the timely completion of the Superintendent's evaluation and Board self-evaluation;
2. Ensure alignment of committee work and Board approved district initiatives with District and Board goals and long-term planning;
3. Make recommendations to ensure actions of the Board of Education are open, public, and transparent;
4. In consultation with the Superintendent, recommend to the Board of Education the annual school district calendar and calendar revisions;
5. Review and approve all contracts and amended contracts for Superintendent, school district administrators, and other personnel concerns;
6. Serve as a personnel committee for any such issues that may be warranted and/or recommended by the Superintendent;
7. Meet with the Superintendent regarding any personnel issues and/or recommendations;

Springfield Public Schools Policy

8. Reviewing formal grievances with the Superintendent and making recommendations to the full Board;
 9. Recommending needed Policy revisions and fulfilling State mandates for new Policies;
 10. Drafting recommended Policy for presentation to the full Board;
 11. Attending regional Policy workshops as necessary;
 12. Serving as a Policy resource at Board meetings;
 13. Reviewing action items on the agenda for Policy implications prior to Board meetings;
 14. Maintaining a master Policy Manual and Governance Manual;
 15. Requesting review by the School Attorney for legality and wording of proposed Policies where necessary; and
 16. Recommend public relations/communication strategies to the Board and Superintendent.
-
2. School Administration, Academic Programs, and Athletics
 1. In consultation with the Superintendent, meet with appropriate staff members when necessary to discuss the school district athletics program;
 2. In consultation with the Superintendent, review recommendations for current instructional materials, including textbooks in use, district-wide curricula, and five-year curricula development plan on an annual basis;
 3. In consultation with the Superintendent, review recommendations for acquiring new or disposal of outdated textbooks and technology;

Springfield Public Schools Policy

4. In consultations with the Superintendent, ensure that resources are planned for in the area of curriculum review and staff development within the community's financial resources;
 5. In consultations with the Superintendent, review standardized test and evaluation results of the district prior to the full Board presentation;
 6. In consultations with the Superintendent, discuss proposed structural changes that impact staffing as related to curriculum and instruction initiatives; and
 7. In consultations with the Superintendent, review proposed or revised job descriptions related to staffing adjustments.
3. Finance, Facilities, and Safety/Security

Duties of this committee may include, but are not limited to;

1. Review bills prior to consideration by the full Board;
2. In consultation with the School Business Administrator/Board Secretary, make recommendations as necessary regarding programs and policies and including such items as insurance policies and firms, auditors, audit reports, budget;
3. Meet periodically with the School Business Administrator/Board Secretary in regard to financial reports;
4. Conduct a preliminary budget review prior to the presentation to the full Board;
5. Consider the general operations and programs related to school buildings and grounds and consider the condition of buildings and grounds, repairs, renovation, replacements, and general care and maintenance thereof;
6. Conduct, in collaboration with the Superintendent, School Business Administrator, or other designee, periodic evaluation of buildings and contents;
7. In consultation with the School Business Administrator/Board Secretary, monitor identified project needs, updates related to the Long-Range Facility Plan, and capital improvement projects;

Springfield Public Schools Policy

8. In consultation with the Superintendent, ensure that proper and adequate safety and security policies are in place for all school facilities and school-sponsored functions; and
 9. Reviewing, evaluating, and making recommendations based on staff reports.
4. Negotiations and Teacher-Administrator-Board Committee

Duties of this committee shall include, but are not limited to:

1. Representing the Board in all negotiation sessions with all units as necessary;
2. Consulting with the Superintendent and School Business Administrator/Board Secretary during negotiations as needed;
3. Recommending action to the Board regarding negotiations;
4. Serving on a screening committee for a professional negotiator as recommended by the Board;
5. Attending regional negotiations workshops as necessary;
6. Making no commitments in the negotiation process without the prior approval of the majority of the Board;
7. The committee, with the exception of the chairperson, may include members who are part of the TAB committee meetings, but are otherwise conflicted from the negotiations committee
8. Serving as an information mechanism to relay ideas and/or opinions regarding major Policy changes that may affect the staff; and
9. Report to the entire Board regarding TAB recommendations.

An ad hoc committee may be created and charged at any time by the President or a majority of the Board members present and voting. The President shall appoint members to any committee so created and charged; members shall serve until the committee is discharged.

While the Superintendent is an ex-officio member of the full Board, he/she may be excused from committee meetings upon his/her request and may appoint a staff member as his/her liaison.

Springfield Public Schools Policy

Individual committee member(s) are responsible for notifying the Board Secretary if they are unable to attend a committee meeting.

First Reading: January 10, 2024

Adoption: January 29, 2024

Springfield Public Schools 2024-2025 District Calendar

www.springfieldschools.com
(973) 376-1025

September '24						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
18/20						

October '24						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
21/21						

November '24						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14*	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
*end of marking period 16/17						

December '24						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
15/15						

January '25						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30*	31	
*end of marking period 21/21						

9/2	Schools Closed- Labor Day
9/3-9/4	Schools Closed- Staff Development Days
9/5	First Day of School!
10/3-10/4	Schools Closed- Rosh Hashanah
11/5	Schools Closed- Staff Development
11/7 & 11/8	Schools Closed- NJEA Convention
11/25	PK-8 Only: Early Dismissal P/T Conf.
11/26	PK-8 Only: Delayed Opening P/T Conf.
11/27	Early Dismissal- Thanksgiving
11/28 & 11/29	Schools Closed- Thanksgiving
12/20	Early Dismissal- Winter Break
12/23-1/1	Schools Closed- Winter Break
1/20	Schools Closed- Martin Luther King, Jr. Day
2/12	Early Dismissal- Staff Development Day
2/17	Schools Closed- President's Day
2/27	PK-8 Only: Early Dismissal P/T Conf.
2/28	PK-8 Only: Delayed Opening P/T Conf.
4/14-4/18	Schools Closed- Spring Break
4/18	Schools Closed- Good Friday
5/26	Schools Closed- Memorial Day
6/3	Schools Closed-Election Day
6/17	FMG Moving Up Ceremony
6/18	Early Dismissal-Last Day of School**
	JDHS Graduation/Report Cards
6/20	Juneteenth

	Regular Schedule	Delayed Opening Start	Early Dismissal
Walton K-2	8:50 AM-3:10 PM	10:50 AM	1:00 PM
Caldwell	8:40 AM-3:00 PM	10:40 AM	12:50 PM
Sandmeier	8:40 AM-3:00 PM	10:40 AM	12:50 PM
FMG	7:45 AM- 2:30 PM	9:45 AM	12:13 PM
JDHS	7:40 AM- 2:31 PM	9:40 AM	12:07 PM

Report Cards

Parent/Teacher Conferences	Schools Closed
<u>Early Dismissal Days</u>	Staff Development

**5/23, 6/19, 6/20 are Inclement Weather Days.

Inclement weather days will be taken in the following order: 6/20, 6/19, 5/23. If more than 3 inclement weather days are taken, necessary days will be taken from Spring Break starting 4/14 going forward. Please be aware of this when planning for the school year.

February '25						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	
19/19						

March '25						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
21/21						

April '25						
Su	M	Tu	W	Th	F	Sa
		1	2	3*	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
*end of marking period 17/17						

May '25						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
20/20						

June '25						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13*	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
*end of marking period 12/12						

Budget Transfer

Attachment (B)

Account Code	Account Description	To	From
11-000-218-580-71-14	GUIDANCE TRAVEL	25.00	
11-000-218-600-71-14	SUPPLIES GUIDANCE JDHS		25.00
11-000-219-104-00-10	SALARY CHILD STUDY TEAM	3,000.00	
11-000-219-104-40-10	SUMMER CST	85.00	
11-000-219-890-70-11	MEMBERSHIP/DUES/SPEC.SERVICES		85.00
11-000-223-320-80-12	PROF SERVICE		13,000.00
11-000-240-105-00-10	SAL PRINCIPAL OFF CLERKS	900.00	
11-000-240-600-82-06	OTHER EXP OFF SUPP FMG	120.00	
11-000-240-600-82-09	OTHER EXP OFFICE SUPL EVW		1,020.00
11-000-251-100-00-10	SALARIES BOARD ADM	13,000.00	
11-000-261-100-94-10	MAINTENANCE SALARIES	9,000.00	
11-000-262-100-95-10	OPER PLANT SERV SAL	5,000.00	
11-000-262-107-95-10	NON INSTRUCTIONAL AIDES	5,000.00	
11-000-270-107-96-10	TRANSPORTATION AIDES	10,000.00	
11-000-270-160-96-10	SALARIES FOR PUPIL TRANS	55,000.00	
11-000-270-161-96-10	SPECIAL EDUCATION PUPIL TRANS	55,000.00	
11-000-270-503-96-03	AID IN LIEU	69,000.00	
11-000-270-518-96-03	CONTRACT.SERV.(SPEC)-ESC		401,610.00
11-000-291-241-97-03	PERS PENSION LIABILITY		22,000.00
11-000-291-270-97-03	HEALTH INSURANCE		208,756.00
11-130-100-101-00-10	SAL.TEACHERS 6-8	53,037.00	
11-130-100-101-01-10	SUBSTITUTES 6-8	12,000.00	
11-130-100-101-28-06	6TH PER STIPEND	89,000.00	
11-140-100-101-00-10	SALARIES TEACHER 9-12		154,037.00
11-140-100-101-01-10	SUBSTITUTES 9-12		50,000.00
11-190-100-610-00-03	DISTRICT SUPPLIES		25,000.00
11-190-100-610-00-09	INSTRUCTIONAL SUPPLIES		8,000.00
11-190-100-610-14-07	TEACHER SUPPLIES ENGLISH TLS	84,106.50	
11-190-100-610-14-08	TEACHER SUPPLIES ENGLISH JC	84,106.50	
11-190-100-610-14-09	LA SUPPLIES WAL	210,129.00	
11-214-100-106-00-09	AUTISM AIDE SALARIES		150,000.00
11-216-100-101-00-09	PSD SALARIES	20,414.00	
11-216-100-106-00-09	PSD AIDE SALARIES	13,000.00	
11-230-100-101-33-10	SALARIES TEACHERS BASIC SKILLS	30,000.00	
12-000-270-733-96-03*	PUPIL TRANS REPLACE VEH	168,000.00	
12-000-270-734-93-03*	SCHOOL BUS- SPECIAL	44,610.00	
12-140-100-730-82-14	EQUIPMENT JDHS	259.13	
12-214-100-730-00-06	AUTISM EQUIPMENT		259.13
20-218-200-102-00-00	PEA Supervisor	3,000.00	
20-218-200-103-00-00	PROGRAM DIRECTORS	100.00	
20-218-200-105-00-00	PEA Secretary	21,000.00	
20-218-200-173-00-00	CPIS		24,700.00
20-218-200-176-00-00	MASTER TEACHER	600.00	
20-241-100-100-36-13	TITLE III SAL NEW PROV CONS	630.00	
20-241-200-200-36-13	TITLE III BENEFIT NEW PROV CON	48.00	
20-241-200-500-36-13	TITLE III SUPPORT NEW PROV CON		678.00

* Pending County approval