

**SPRINGFIELD BOARD OF EDUCATION  
REGULAR PUBLIC MEETING AGENDA**

**November 25, 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.

**A. 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 and revised on February 16, 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.

**B. 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

**C. 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

It is anticipated that the executive session will take approximately 45 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:

Seconded:

Time:

Voice Vote:        AYE- NAY-

Motion to return to public session:

Moved:

Seconded:

Time:

Voice Vote:        AYE- NAY-

**D. PLEDGE OF ALLEGIANCE**

**E. COMMUNICATIONS**

## **F. MINUTES**

The Superintendent recommends:

1. To approve the following minutes:  
Executive Meeting – October 28, 2024  
Regular Meeting – October 28, 2024

### ***Approval of the Minutes***

Motion to Approve:

Seconded:

Voice Vote: AYE-            NAY-

## **G. SUPERINTENDENT'S REPORT**

1. Student Representative Report
2. NJSLA Science Data Presentation
3. Student/ Staff Recognitions
4. Community Updates
5. HIB Report (The Board will go into closed session at the end of the meeting if specific clarification is needed.)
6. Building Use Request
7. Student Teacher Internships
8. Fundraiser Requests

### ***Approval of the Superintendent's Report, as presented***

Motion to Approve:

Seconded:

Voice Vote: AYE-        NAY-

## **H. PUBLIC SESSION ON AGENDA ITEMS**

It is the policy of this Board that inappropriate comments regarding specific individuals should not be made during the public portion of this meeting. Members of the public should be advised that to the extent they defame any employee of this district or member of this community, the Board disclaims any liability if you are involved in a civil suit for defamation. As a reminder, 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.

## **I. BOARD GOVERNANCE, POLICY, AND COMMUNICATIONS COMMITTEE- Mrs. Saha**

### ***Items 1 through 13***

The Superintendent recommends:

### **1. Staff Appointment**

To approve the following staff appointments:

- a. Brianne Willis, Physical/Health Education Teacher, TLS, October 28, 2024 - June 30, 2025 at \$61,467, Step 1-BA.  
Account:11-120-100-101-00-07
- b. Iris Amaya\*, Head Custodian, Itinerant, on/about January 1, 2025 - June 30, 2025 at \$55,249, Step 11-Cust + \$2,826.42 Stipend.  
Account:11-000-262-100-95-10
- c. Omar Jennings\*, Custodian, Itinerant, on/about December 16, 2024 - June 30, 2025 at \$47,379, Step 1-Cust + \$1,621.80 Stipend.  
Account:11-000-262-100-95-10

d. Tracy Barry-Austin\*, CPIS/PIRT, Itinerant, on/about December 9, 2024 - June 30, 2025 at \$83,367, Step 14-MA.

Account: 20-218-200-173-00-00

\*Pending Criminal History Background Clearance

**2. District Substitutes**

To approve additional substitutes for the 2024-2025 school year. 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**

Susan Menk NJ Certified Teacher N-12

**AIDE**

Lisa Bohrer

**3. Leave of Absence Request**

To approve the following leave of absence and revised leave of absence requests:

Name	Leave Request	Date From	Dates To	Rate
Michelle Blazquez	Maternity Leave – FLA	--	12/11/2024 – 3/12/2025	Unpaid
Lauren Gigante	Maternity Leave	11/27/2024 – 3/3/2025	11/27/2024 – 5/5/2025	Unpaid
#0022	Medical	9/3/2024 – 11/30/2025	9/3/2024 – 1/6/2025	Fully Salary; accumulated sick days/ Unpaid
Dori Torino	Maternity Leave – FLA	--	1/2/2025 – 3-27/2025	Unpaid
#3117	Medical	9/19/2024 – 12/14/2024	9/19/2024 – 1/1/2025	Unpaid

**4. Mentoring Novice Teachers**

To approve the following staff member for completion of Mentoring Novice Teachers for the 2024-2025 school year:

Novice Teacher	Mentor Teacher	Rate
Neelanjana Sarker	Jaime Gaughan	\$1,000.00
Jailyn Fernandez	Bryan Balletto	\$566.66
Brianne Willis	Jay Faigenbaum	\$1,000.00

**5. Chaperone/ Detention Staff**

To approve the following FMG staff for the 2024-2025 school year. Detention Rate: \$30.63; Chaperone: \$30.63:

Name	Position
Susan Menk	Detention/ Chaperone

**6. Change of Assignment/ Transfer**

To approve the following change of assignment/transfer:

Name	From Position	To Position
Samantha Potito	Instructional Aide-Autism Program 5.95 Hours/ day Rate*: \$22.62/hr. + \$1,250 (annual stipend)	Instructional Aide 5.95 Hours/ day Rate*: \$22.62/hr. Effective: 12/1/2024

**7. Mentor Training**

To approve the following staff for one (1) hour of mentor training for the 2024-2025 school year at \$53.29/hr.:

Mentor Teacher			
Kendra Newman	Jessica Ging	Darus Stewart	Benjamin Krupit
Bryan Balletto	Jay Faigenbaum	Caitlin Lowe	Veronica Hofman
Paige Rogers	Samantha Sommo	Jaime Gaughan	

Account Number: 20-270-200-100-41-12 Title IIA Cost not to exceed \$426.32

## 8. High School and Middle School Additional Teachers and Classes 2024-2025

To approve the following teachers to teach an additional class for the 2024-2025 school year:

Name	Location	Department	Section/ Period	Amount*	Account	Effective Date
Jennifer Beal#	JDHS	Science	4 Periods	\$11,738.72	11-140-100-101-28-14	9/1/2024 – 6/30/2025
Tracy Ruiteinberg	JDHS	Science	5 Periods	\$12,393.40	11-140-100-101-28-14	9/1/2024 – 6/30/2025
Nathaniel Lazar	JDHS	Science	3 Periods	\$9,261.24	11-140-100-101-28-14	9/1/2024 – 6/30/2025
Christopher Moore#	JDHS	Science	4 Periods	\$10,858.72	11-140-100-101-28-14	9/1/2024 – 6/30/2025
Ning Chi#	JDHS	Science	4 Periods	\$16,332.32	11-140-100-101-28-14	9/1/2024 – 6/30/2025
Marc Aranguren	JDHS	Science	3 Periods	\$12,021.84	11-140-100-101-28-14	9/1/2024 – 6/30/2025
Kerry Thorburn ^	JDHS	English	5 Periods	\$15,235.40	11-140-100-101-28-14	9/1/2024 – 6/30/2025

\* shall be prorated based on actual assignment time

# Original Agenda resolution appeared on the September 23, 2024, Regular Public Meeting, resolution no.10

^ Original Agenda resolution appeared on the October 28, 2024, Regular Public Meeting, resolution no. 8

## 9. After School Programs

To approve the following staff for the After School Programs. Teacher Rate: \$54.36.

Name	Position	Location	Hrs./Days
Alexis Mojka	Title I After School Support^	JDHS	Up to 100 total hours for program
Mandee Bellarosa	Title I After School Support^	JDHS	
Adelina Lico	Title I After School Support^	JDHS	
Judith Malino	Title I After School Support^	JDHS	
Mary Ellen Powers	Title I After School Support^	JDHS	
Erin Baker	Title I Academic Intervention^	JC	Up to 80 total hours for program
Kelsey Daubert	Title I Academic Intervention^	JC	
Danielle Elia	Title I Academic Intervention^	JC	
Katherine Frankhouser	Title I Academic Intervention^	JC	
Michael Abbate	Title I Academic Intervention – Sub^	JC	As needed
Cristin Zavocki	Pride Club#	JC	Up to 10 total hours for program
Kelsey Daubert	Pride Club#	JC	
Adrianna Oliveira	Social Emotional Club*	JC	Up to 20 total hours for program
Darus Stewart	Social Emotional Club*	JC	
Erin Baker	Tutoring Program#	JC	Up to 30 total hours for program
Kelsey Daubert	Tutoring Program#	JC	
Danielle Elia	Tutoring Program#	JC	
Katherine Frankhouser	Tutoring Program#	JC	
Michael Abbate	Tutoring Program#	JC	
Robert Hildebrand	Robotics#	FMG	Up to 25 hours for program
Caitlyn Gibson	Title I Academic Intervention- ELA	FMG	Up to 40 total hours for program
Jamie Gaughan	Title I Academic Intervention- ELA	FMG	
David Dougherty	Title I Academic Intervention- Math	FMG	Up to 40 hours for program

\*Program contingent upon student participation.

Account Number: 20-231-100-600-31-12 ^ (Title I)

20-280-200-300-35-12 \* (Title IV)

11-401-100-100-45-XX#

## 10. Before/ After School/ Child Care Staff

To approve the following staff appointment for the 2024-2025 school year:

Name	Position	Pay Rate
Amir Mayfield*	Group Aide	\$16.75/hr.
Catherine Nattermann	Group Leader	\$25.01/hr.
Melissa Collins	Substitute Group Leader	\$25.01/hr.
Melissa Collins	Substitute Child Care Provider	\$25.01/hr.

\*Pending Criminal History Background Clearance

**11. Professional Development**

To approve the following personnel to participate in professional development:

Attendee	Training Course	Location	Dates	Account#	Cost
Diana Costa	2025 Spring Conference-Shaping Experience & Creating Opportunities	Hyatt Regency, New Brunswick	May 20, 21, 22, 2025	20-241-200-500-36-12	\$700.00
Nicole Birkmann	FLENJ Foreign Language Educators of NJ Workshop	FLENJ 12 Centre Dr. Monroe Township	December 4, 2024	20-270-200-800-41-12	\$250.00

**12. Harassment/Intimidation/Bullying Incidents**

To approve the following harassment/intimidation/bullying incidents:

- 060-2425-01

**13. Board Goals**

To approve the Springfield Board of Education Goals and annual plan for the 2024-2025 school year.

**Approval of Board Governance, Policy, and Communications Items 1 through 13**

Motion to Approve:

Seconded:

**Roll Call**

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

**J. SCHOOL ADMINISTRATION, ACADEMIC PROGRAMS, AND ATHLETICS COMMITTEE-**

*Vice President Gamarekian*

**Items 14 through 20**

The Superintendent recommends:

**14. Special Education Related Services/ Placements**

To approve the following tuition contracts for educational and related service(s) for the 2024-2025 school year.

School	Student/s	ESY Tuition Services	ESY Aide	SY Tuition	SY Aide	Total
Mount Olive Board of Education	0219			\$30,000.00		\$30,000.00

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

**15. Education Programs**

To approve the following education program for the 2024-2025 school year:

Students	Vendor	Services	Dates	Cost not to exceed
11-12	EI US, LLC (Learnwell)	Bedside Instruction	9/23/2024 – 9/25/2024	\$402.00
07-14	Knower Academics, LLC	Bedside Instruction	9/19/2024 – approx. 4 weeks	\$6,600.00
01-25	Teacher Tutors, LLC	Bedside Instruction	9/20/2024 – 11/1/2024	\$1,600.00
11-08	EI US, LLC (Learnwell)	Bedside Instruction	10/28/2024 – 11/6/2024	\$403.50
11-01	Actual Solutions, LLC	Bedside Instruction	11/20/2024 – approx. 4 weeks	\$2,800.00

Account Number: 11-150-100-320-63-11

**16. Tuition Reimbursement/ Credit**

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

Staff Name	Course Title	Semester	Credit	Credit/Reimbursement
Lillian Chou	Using Research for School Improvement	Spring 2025	3	Credit/Reimbursement
Pamela De La Llave	Curriculum Development	Spring 2025	3	Credit/Reimbursement
Pamela De La Llave	Supervision of Personnel and Performance Appraisal	Spring 2025	3	Credit/Reimbursement
Marissa Dusheck	Ethical Leadership and Decision Making	Spring 2025	3	Credit Only
Alexis Mojka	Writing Assessment in P-12	Spring 2025	3	Credit Only
Alexis Mojka	Advance Inquiry into Literature for Children and Youth	Spring 2025	3	Credit/Reimbursement

**17. Field Trip/ Class Trip**

To approve the following out of state field trip destination for 2024-2025 school year

Date of Trip	Destination	School	Purpose of Trip
February 7-9, 2025	Marriot Copley 110 Huntington Ave. Boston, MA	JDHS	National Model UN Conference

**18. Curriculum Adoption**

To adopt the following curriculum and courses for the 2025-2026 school year.

- a. New High School Curricula
  - i. AP African American Studies
  - ii. AP Environmental Science
  - iii. AP Seminar

**19. Curriculum Revisions**

To approve the following curriculum revisions.

- a. Middle School World Language
  - i. Spanish Grade 6
  - ii. Spanish Grade 7
  - iii. Spanish Grade 8

**20. Donation**

To accept a donation of Mosaic materials donated by Ms. Alison Slaff. This donation will be used Jonathan Dayton High School art department. The Board of Education would like to thank Ms. Alison Slaff for her generous gift.

**Approval of the School Administration, Academic Programs, and Athletics Items 14 through 20**

Motion to Approve:

Seconded:

**Roll Call**

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

**K. FINANCE, FACILITIES, AND SECURITY COMMITTEE- Mrs. Zolotarsky**

**Items 21 through 27**

The Superintendent recommends:

**21. 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 October 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
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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 October 31, 2024 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.

**22. Board Secretary/ Treasurer Report**

To approve the board secretary/ treasurer reports for the period ending October 31, 2024.

**23. Bills List**

To approve the check numbers 056172 through 056319 and wire transfers 800240, 889117 through 889132, and 999975 for the grand total of \$4,167,320.96.

**24. Budget Transfers**

To approve budget transfers for the 2024-2025 school year.

Account Number	Account Name	To	From
11-000-219-580-70-11	CST TRAVEL	614.67	
11-000-219-600-70-11	OTHER EXP OFFICE/PROF/TEST/BKS		614.67
11-000-222-100-00-10	SALARY IMC	8,300.00	
11-000-222-177-00-10	COORDINATOR OF TECHNOLOGY		11,300.00
11-000-222-300-00-15	Purchased Prof and Tech Serv	3,000.00	
11-000-230-331-01-01	PROFESSIONAL SERVICES LEGAL	1,204.50	
11-000-230-334-01-01	CONSTRUCTION PROF FEES		1,204.50
11-000-251-592-06-03	TRAVEL BUSINESS OFFICE		35.00
11-000-251-890-07-03	DUES/FEES BUSINESS OFF	35.00	
11-190-100-320-00-09	EDUCATIONAL SERVICES	517.50	
11-190-100-610-00-09	INSTRUCTIONAL SUPPLIES		517.50
11-190-100-610-00-14	INSTRUCTIONAL SUPPLIES		275.00
11-190-100-800-00-14	MISC FEES DUES	275.00	
11-204-100-610-00-09	LLD SUPPLIES		304.20
11-216-100-610-00-09	PSD SUPPLIES	304.20	

**25. Certificate of Payment**

To approve the Certificate of Payment for:

- a. H & S Construction & Mechanical, Elizabeth, NJ Payment #1 in the amount of \$226,870.00 for project #24.016 (District HVAC Upgrades)
- b. Academy Construction, Inc., Pompton Plains, NJ Payment #4 in the amount of \$39,410.75 for project #2023.055 (James Caldwell basement Renovations)

**26. Transportation**

To approve the list of transportation companies to provide bus services for field trips and for use in emergencies, as needed. (Attachment A)

**27. Bus Evacuation Drills**

To acknowledge bus evacuation drills for all non-transported students in accordance with NJAC 6A:27-11.2 on October 15, 25 &29, 2024:

Date	Time	School	Route	Location of Drill	Supervised By
10/15/2024	9:11 AM	EVW	Grades Pre-K-3	Main Entrance	Jonathan Firetto - Principal
10/25/2024	9:10 AM	TLS	Grades Pre-K-5	Main Entrance	Timothy Kielty - Principal
10/25/2024	10:30 AM	JC	Grades Pre-K-5	Main Entrance	David Rennie – Principal
10/29/2024	9:13 AM	FMG	Grades 6-8	Main Entrance	Ronald Slate- Principal
10/29/2024	10:30 AM	JDHS	Grades 9-12	Main Entrance	Norman Francis - Principal

***Approval of Finance, Facilities, and Security Items 21 through 27***

Motion to Approve:

Seconded:

***Roll Call***

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

**L. OPEN PUBLIC SESSION**

It is the policy of this Board that inappropriate comments regarding specific individuals should not be made during the public portion of this meeting. Members of the public should be advised that to the extent they defame any employee of this district or member of this community, the Board disclaims any liability if you are involved in a civil suit for defamation. As a reminder, 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.

**M. NEW BUSINESS**

**N. OLD BUSINESS**

**O. CLOSED SESSION (if required)**

RESOLVED, that the Springfield Board of Education meeting here by convenes to closed conference session pursuant to P.L. 1975 chapter 231 for discussion of the following topics:

It is anticipated that the executive session will take approximately \_minutes; the Board may take action when it reconvenes to public session; and 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:

Seconded:

Time:

Voice Vote: AYE-                      NAY-

Motion to reconvene to Regular Meeting:

Moved:

Seconded:

Time:

Voice Vote: AYE-                      NAY-



**P. ADJOURNMENT**

Moved:

Seconded:

Time:

Voice Vote: AYE-                      NAY-

**Upcoming Meeting**

1. Regular Meeting– December 9, 2024 at 7:00 PM in the JDHS IMC