

DRAFT COPY
SPRINGFIELD BOARD OF EDUCATION
FEBRUARY 6, 2017
REGULAR MEETING

The Springfield Board of Education is committed to providing high quality, efficient educational programs through which all students achieve the New Jersey Core Curriculum Contents Standards. Every effort is made to ensure that the district's certificated and support personnel are among the best in their fields.

The staff and Board of Education are dedicated to maintaining excellence in the delivery of child-centered educational programs. Very simply stated, in Springfield...SCHOOLS ARE FOR KIDS!

A Regular Meeting of the Board of Education of the Township of Springfield in the County of Union, New Jersey, was held at the Jonathan Dayton High School IMC, first floor on Monday, February 6, 2017 at 7:30 P.M.

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 5, 2017.

1. CALL TO ORDER

The meeting was called to order by Board President, Mrs. Robin Cornelison,

Present: Mr. Marc Miller, Mr. Hector Munoz, Mrs. Jacqueline Shanes,
Mr. Scott Silverstein, Mrs. Hilary Turnbull, Mrs. Elissa Zylbershlag,
Mrs. Robin Cornelison,

Absent: Mr. Scott Donner, Mr. Steven Wolcott

Also Present:

Mr. Michael Davino, Superintendent
Mr. Matthew Clarke, Business Administrator/Board Secretary
Mrs. Erica Scudero, Director of Curriculum, Instruction, Assessment
Mrs. Ellyn Atherton, Director of Human Resources

2. PLEDGE OF ALLEGIANCE

3. COMMUNICATIONS

1. NJSBA

Delegate Assembly May 20th, cut off date is March 7th.

4th Annual Technology Conference will be held on March 2nd.

School Board Notes from January 25th.

Weekly Program Update from January 26th & February 2nd.

2. NSBA National Connection Daily January 23rd thru February 3rd.

3. NSBA Connection NewsBytes from January 26th.

4. GSCS News & Notes from January 23rd & 27th.

5. School Ethics Commission has openings, refer to memo for January 25th for specifics.

6. UCSBA, 1st Amendment Rights, February 8th at 6 PM in Linden.

7. UCSBA student recognition will be held on March 15th.

4. MINUTES

Moved by Mr. Silverstein, seconded by Mr. Miller, to approve the following minutes:

Regular Meeting - January 23, 2017

Yeas: Unanimous by all Members present. MOTION CARRIED

5. SUPERINTENDENT'S REPORT

Moved by Mr. Silverstein, seconded by Mr. Miller, to accept and approve the Superintendent's Report as presented –

1. Student/Staff Recognitions

Marina Kwinta, volleyball and softball player, was recognized at the National Girls & Women in Sports Day.

Bowling Team has placed 2nd in the N2G1 sectionals and moves on to the State competition.

Evan Weinberg has qualified for the State Singles Competition in bowling.

2. 2017-2018 Budget Presentations

a. Walton Early Childhood Center – Dr. Susie Hung

b. Caldwell Elementary School - Mr. Dave Rennie

c. Sandmeier Elementary School – Mr. Michael Plias

d. Gaudineer Middle School - Mr. Tim Kielty

e. Jonathan Dayton High School – Dr. Norman Francis

3. SSEP Techspo 2017 Presentation by Mr. Slate and Mr. Salmon.

4. 1st half FY2017 EVVRS and ITP Report

5. HIB Report (The Board will go into closed session at the end of the meeting if specific clarification is needed.)

6. Building Usage Request

7. Fund Raiser Request

8. Fieldtrip Request

9. Contracts PL2015, Chapter 47

Yeas: Unanimous by all Members present. MOTION CARRIED

6. PUBLIC SESSION (8:40 PM)

At this time there were no questions or concerns/comments regarding items on the Agenda or the Superintendent's Report.

7. BOARD SECRETARY'S REPORT

Moved by Mrs. Zylbershlag, seconded by Mr. Miller, approve the Board Secretary's Report dated December 31, 2016 and that it be received and placed on file

Yeas: Unanimous by all Members present. MOTION CARRIED

8. TREASURER'S REPORT

Moved by Mrs. Zylbershlag, seconded by Mr. Miller, to approve the Treasurer's Report dated December 31, 2016 and that it be received and placed on file.

Yeas: Unanimous by all Members present.

MOTION CARRIED

9. LEGAL CERTIFICATION

Moved by Mrs. Zylbershlag, seconded by Mr. Miller, Pursuant to N.J.A.C. 6:20-2.13 (e) and after review of the Board Secretary's and Treasurer's monthly financial reports and upon consultation with the appropriate district officials, I move the Board certify that to the best of its knowledge as of December 31, 2016 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.

Yeas: Unanimous by all Members present.

MOTION CARRIED

10. PERSONNEL APPOINTMENTS

Moved by Mr. Silverstein, seconded by Mr. Munoz, at the recommendation of the Superintendent, approval of the appointment of personnel on the attachment. (Attachment A)

Yeas: Unanimous by all Members present.

MOTION CARRIED

11. PROFESSIONAL DEVELOPMENT

Moved by Mr. Silverstein, seconded by Mr. Munoz, at the recommendation of the Superintendent, approval of the attached personnel travel for Professional Development. (Attachment B)

Yeas: Unanimous by all Members present.

MOTION CARRIED

12. SPECIAL EDUCATION PLACEMENTS

Moved by Mr. Silverstein, seconded by Mr. Munoz, at the recommendation of the Superintendent, that the Board of Education approve Special Education request for Related Services/Placements on the attachment. (Attachment C)

Yeas: Unanimous by all Members present.

MOTION CARRIED

13. HIB REPORT

Moved by Mr. Silverstein, seconded by Mr. Munoz, that the Board of Education affirms the HIB Report previously presented at the following Board meeting:

January 23, 2017.

Yeas: Unanimous by all Members present.

MOTION CARRIED

14. CHANGE ORDER #4 AUDIO VISUAL ASSOCIATES

Moved by Mrs. Turnbull, seconded by Mr. Munoz, approval of Change Order #4 in the amount of \$765.00 to Audio Visual Associates, Inc., Denville, NJ for project number SP 15.449B. ("JDHSIMCAV" - Attachment D)

Yeas: Unanimous by all Members present.

MOTION CARRIED

15. CHANGE ORDER #1 HB INC.

Moved by Mrs. Turnbull, seconded by Mr. Munoz, approval of Change Order #1 in the amount of \$0.00 to HB, Inc., North Haven, CT for project number SP 15.449A. (“JDHSIMCHB” - Attachment E)

Yeas: Unanimous by all Members present.

MOTION CARRIED

16. COOPERATIVE SPORTS WITH KENILWORTH

Moved by Mr. Miler, seconded by Mr. Munoz, at the recommendation of the Superintendent, approval to renewal of the Cooperative Sports Program with Kenilworth Board of Education and forward its acceptance to the New Jersey State Interscholastic Athletic Association (NJSIAA).

Yeas: Unanimous by all Members present.

MOTION CARRIED

17. PUBLIC SESSION (8:45 PM)

At this time there were no comments or concerns from the public.

18. NEW BUSINESS

- 1. Committee meeting for Policy postponed. The board should review the 3000’s series by February 27th.
- 2. Sandmeier’s talent show was presented last Saturday.
- 3. Dayton’s PTSO will meet this Wednesday.

19. ADJOURNMENT

Moved by Mr. Silverstein, seconded by Mr. Miller, to adjourn the regular meeting at 8:58 PM.

Yeas: Unanimous by all Members present.

MOTION CARRIED

Upcoming Meetings:

- 1. Regular Meeting – February 27, 2017 at 7:30 PM in the IMC at JDHS
- 2. Regular Meeting – March 13, 2017 at 7:30 PM in the IMC at JDHS

Matthew A. Clarke
Business Administrator/Board Secretary

**Springfield Public Schools
Personnel**

Attachment (A)

Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
Certificated Staff								
Atherton	Ellyn	Director of HR/PD	District	----	----	----	Retirement	July 1, 2017
Schultz	Kevin	PARCC Prep	TLS	----	\$35.50/hr	----	up to 16 hours	2/27/17-4/10/17
Meringolo	Samantha	PARCC Prep	JCS	----	\$35.50/hr	----	up to 16 hours	2/27/17-4/10/17
Marcin	Susan	Leave Replacement Counselor	JDHS	Step 0/MA	\$58,909.00	----	cover for JR	2/27/17-6/30/17
Scheckman	Shari	Musical Producer	FMG	----	\$1,137.82	----	----	9/1/16-2/1/17
DiGangi	Steve	Asst Musical Producer	FMG	----	\$758.54	----	----	9/1/16-2/1/17

Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
Substitute/Home instructor/Volunteer								
Clark	Taminka	Substitute Aide	District	---	****	---	---	2/1/17-6/30/17
Lynch	Debra	Substitute Aide	District	---	****	---	---	2/7/17-6/30/17
Martino	Jennifer	Substitute Teacher	District	---	****	New	---	2/7/17-6/30/17

Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Information	Effective Date
Non-Certificated								
Clark	Taminka	Lunch Aide	District	---	---	---	terminated	January 31, 2017
Speciale	Matthew	Asst Lacrosse Coach	JDHS	---	\$4,500.00	---	---	2/7/17-6/30/17
Mannino	Patricia	Sub Caller	District	---	\$867.17	---	---	2/1/17-2/28/17
Corigliano	Sharon	Sub Caller	District	---	\$433.58	---	---	1/15/17-1/31/17
Hanselmann	Gina	Chaperone	JDHS	---	\$27.20 per hr	---	---	2/1/17-6/30/17

Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
Before and After School Program/Childcare								

* In accordance with the Negotiated Contract between the Springfield BOE and the Springfield Education Association (July 1, 2016-June 30, 2019)

**** Special Salaries, Compensation and Fees 2016-2017

CONFERENCES/CONVENTIONS/WORKSHOPS 2016-2017							
LAST NAME	FIRST NAME	SCHOOL	DESCRIPTION	LOCATION	DATE	AMOUNT	BOE APPROVED
Alamorian	Christine	EVW	NJAHPERD Conference	Long Branch	2/27&28/17	52.82	Feb 6 2017
Carter	Donie	EVW	NJAHPERD Conference	Long Branch	2/27&28/17	3.53	Feb 6 2017
Paz	Kimberly	FMG	Working w/Students w/Anxiety	Lincoln Park	2/17/17	15.25	Feb 6 2017
Schwarzberg	Genny	JC	Working w/Students w/Anxiety	Lincoln Park	2/17/17	14.07	Feb 6 2017
Spangler	Ike	JD	ATSNJ 31st Annual Conference	Somerset	2/26-27/17	176.21	Feb 6 2017

**Special Education Request
Related Services/OOD Placements**

Attachment (C)

1. RELATED SERVICES REQUEST

<u>Vendor</u>	<u>Related Service</u>	<u>Rate</u>	<u>Hours/days/weeks</u>	<u>Term</u>	<u>Student</u>
Atlantic Health System Morristown, NJ	Neurodevelopmental Evaluations	\$675/Eval	Per IEP	2016 - 17 SY	

2. OUT OF DISTRICT PLACEMENT REQUEST

<u>School/Placement</u>	<u>Student</u>	<u>Tuition</u>	<u>Term</u>	<u>Comments</u>
ECLC of New Jersey Chatham, NJ	1901	48,857.40	2016-17 SY	
ECLC of New Jersey Chatham, NJ		5,088.00	2015-16 SY	Tuition Undercharge
Livingston Public Schools Burnett Hill School Livingston, NJ	0610	56,702.00 6,125.00	2016-17 SY 7/1/2016-8/31/2016	Tuition Summer Tuition



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Change Order

PROJECT (Name and address): Technology for Media Center at Jonathan Dayton High School	CHANGE ORDER NUMBER: 004 DATE: January 16, 2017	OWNER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Audio-Visual Associates 1 Stewart Court Denville, NJ 07834	ARCHITECT'S PROJECT NUMBER: 15,449B CONTRACT DATE: June 10, 2016 CONTRACT FOR: General Construction	ARCHITECT: <input type="checkbox"/>
		CONTRACTOR: <input type="checkbox"/>
		FIELD: <input type="checkbox"/>
		OTHER: <input type="checkbox"/>

THE CONTRACT IS CHANGED AS FOLLOWS:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Classroom Smartboard, concealed wiring and connection plate. Work completed 1/13/17: \$765.00.

The original Contract Sum was	\$ 272,231.00
The net change by previously authorized Change Orders	39,042.00
The Contract Sum prior to this Change Order was	311,273.00
The Contract Sum will be increased by this Change Order in the amount of	765.00
The new Contract Sum including this Change Order will be	312,038.00

The Contract Time will be unchanged by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is unchanged.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

DI Group Architecture, LLC
ARCHITECT (Firm name)
 15 Bethany Street
 New Brunswick, NJ 08901
ADDRESS
Kelli Glasgow
BY (Signature)
KELLI GLASGOW
(Typed name)
 01-16-2017
DATE

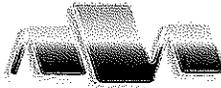
Audio Visual Associates
CONTRACTOR (Firm name)
 1 Stewart Court
 Denville, NJ 07834
ADDRESS
Milan Desai
BY (Signature)
Milan Desai
(Typed name)
 01/16/17
DATE

Springfield Board of Education
OWNER (Firm name)
 139 Mountain Avenue
 Springfield, NJ 07081
ADDRESS

BY (Signature)

(Typed name)

DATE



**AUDIO VISUAL
ASSOCIATES**

1 Stewart Court • Denville, NJ 07834 Tel: 973-442-1999 • Fax: 973-442-0888

Springfield Board of Education
139 Mountain Avenue
Springfield, NJ 07081
Attn: Mathew Clarke

January 12, 2017

Project Number: 15.449B

**JONATHAN DAYTON HS MEDIA CENTER – LEGRAND
CONNECTORS/ENOBARD WIRING/PLATE INSTALLATION:**

EQUIPMENT LIST: Jonathan Dayton Media Center	QTY	UNIT COST	EXTENSION
Cabling/Hardware			
Legrand Dual Port Plate	1	\$7.50	\$7.50
Legrand Blank Plate	6	\$7.50	\$45.00
Legrand Decora Plate	1	\$7.50	\$7.50
Legrand RJ45 Keystone	1	\$7.50	\$7.50
Almond Brushplate	1	\$7.50	\$7.50
Custom HDMI, VGA w/ audio wall plate	1	\$90.00	\$90.00
Liberty 25ft HDMI, VGA w/ audio cable plenum	1	\$150.00	\$150.00
Miscellaneous Materials	1	\$50.00	\$50.00
Estimate Shipping & Handling	1	\$40.00	\$40.00
Onsite Installation Labor	3	\$120.00	\$360.00
Scope of Work: Installation of LeGrand Dual Port, Blank, Decora & RJ45 Keystone Plates in LeGrand raceways in media center. EC installed these but left no termination plates. AVA to install at client's request. AVA to also run HDMI & VGA w/ audio cable from Enoboard projector to pass thru HDMI, VGA w/ audio wall plate at wall of teachers podium location in classroom and test signal.			
TOTAL EQUIPMENT AND SERVICES COST (BEFORE NJ TAX*)			\$765.00



Terms: Progress Payment Per Project Payment Schedule

Tax Exemption Certificate must be provided upon contract commencement

To be Completed by Fri 1/13/17

CC Card payments will incur a 3% administration fee

ASSUMPTIONS

- All sources must be available at time of installation.
- That the ceiling is a drop tile ceiling or otherwise noted.
- Customer will provide electrical, Network/Telephony services as directed by AVA.
- AVA will also need to coordinate direct or indirectly with the electricians for all electrical wiring requirements.

NOT INCLUDED:

- Any millwork
- Any electrical, Network, or Telephony work
- Any ceiling repair
- Wall Blocking

SCHEDULE AND MEETINGS

We are confident that we can provide our input in a timely manner consistent with your needs. We will work with you to establish the schedule for completion of our work within the requirements of the overall design schedule. We understand that the design phases of the project will begin upon your approval and at that point the schedule for completion of the project will be worked out.

"Typical" installations work on the following rough schedule: 2 weeks for design and engineering, 3-4 weeks for equipment procurement, 1-2 weeks for shop labor, 1-2 weeks for on-site installation, (**Consecutive workdays on location required**), and 1 week for field engineering and user training. This is a total of 6-8 weeks from the receipt of your written approval to proceed and is dependent on you completing the facility requirements after completion of the design and before our on-site installation. In certain circumstances, our ability to perform an installation might depend upon the work to be performed by others contracted by your company, i.e. carpenter, electrician.

To minimize delays, we encourage you to advise us of any specialized project needs, i.e. special handling, shipping requirements, installation completion preference, scheduling conflicts, etc. If installation date/s have been scheduled, if for whatever reason the customer needs to reschedule for whatever reason a minimum of 24 hours notice will be required. Failure to do so will result in a \$750.00 per occurrence charge. **Note: Some installations may be completed on a more accelerated schedule, depending upon the scope of the project and level of integration required.**

The majority of project management meetings will take place via phone to save you travel expenses. However, we will have one on-site visit after installation by an AVA technician to go over the entire system and make certain all elements are done to the specifications listed in the proposal.

RESTOCKING FEES

Items must be returned within 30 days from shipment. A 25% restocking fee will apply on all returned items. Opened product must be returned undamaged, include all packing materials, and be in saleable condition. Receipt of the product(s) in poor condition may render the product(s) unacceptable and will be returned to the customer. It should be noted that a 25% cancellation fee will be assessed for all non-stock items ordered and shipped to AVA as a direct result of a customer order, i.e. signed quote, purchase order, etc. Note: Custom pieces are not returnable by the manufacturers and therefore are not refundable.

Products and or services other than what are listed herein are not included in this proposal and will be considered additional should they be requested. Thank you for considering Audio Visual Associates, if you have any questions, please don't hesitate to contact me.

Sincerely,



Milan Desai
973-442-1999 Ex2702



A signature below, and purchase order (if applicable referencing this proposal) constitutes the following:

- Full agreement of all listed prices, terms and conditions.
- All above listed prices, equipment specifications and configurations are hereby accepted.
- All pricing and availability is valid for a period of 30 days from the date of this proposal.

Signature: _____ Date: _____

Print: _____



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Change Order

PROJECT <i>(Name and address)</i> : TV Studio at Jonathan Dayton High School	CHANGE ORDER NUMBER: 001 DATE: January 31, 2017	OWNER: <input type="checkbox"/> ARCHITECT: <input type="checkbox"/> CONTRACTOR: <input type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR <i>(Name and address)</i> : HB Communications, Inc. 60 Dodge Avenue North Haven, CT 06473	ARCHITECT'S PROJECT NUMBER: 15.449A CONTRACT DATE: June 10, 2016 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
 Change to reflect client request for wired mice and specified cable run and connectivity to rack location to enable TriCaster for morning announcements - \$4,245.00

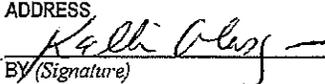
Contingency Allowance: \$15,000.00
 Amount of Change Order: \$4,245.00
 Balance of Allowance: \$10,755.00

The original Contract Sum was	\$	645,351.26
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	645,351.26
The Contract Sum will be unchanged by this Change Order in the amount of	\$	0.00
The new Contract Sum including this Change Order will be	\$	645,351.26

The Contract Time will be unchanged by Zero (0) days.
 The date of Substantial Completion as of the date of this Change Order therefore is unchanged.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

DIGroupArchitecture, LLC ARCHITECT <i>(Firm name)</i>	HB Communications, Inc. CONTRACTOR <i>(Firm name)</i>	Springfield Board of Education OWNER <i>(Firm name)</i>
15 Bethany Street New Brunswick, NJ 08901 ADDRESS	60 Dodge Avenue North Haven, CT 06473 ADDRESS	139 Mountain Avenue Springfield, NJ 07081 ADDRESS
BY <i>(Signature)</i> 	BY <i>(Signature)</i> John C. Martin III, CFO/Treasurer	BY <i>(Signature)</i> Matthew Clark, Business Admin./Board Secretary
Kelli Glasgow <i>(Typed name)</i>	John C. Martin III, CFO/Treasurer <i>(Typed name)</i>	Matthew Clark, Business Admin./Board Secretary <i>(Typed name)</i>
01-31-2017 DATE	DATE	DATE

CHANGE ORDER

BILL To: Springfield BOE at Board Office
139 Mountain Ave
Springfield New Jersey 07081

Installation Site: Johnathan Dayton High School
Springfield Avenue
Springfield, NJ

Quoted By: Brian Murphy

Project Name: JDHS Studio

Item	Qty	Manufacturer	Model #	Description	Unit	Total
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PREVIOUS PROJECT VALUE excluding tax: -

ADDITIONS TO THE PROJECT:						
1	1	Black Magic	BMD-CONVMASA	Mini Converter SDI to Analog	195.00	195.00
2	1	RDL	STD-600	Passive Audio Divider/Combiner	51.00	51.00
3	1	Black Magic	BMD-CONVMAAS2	Mini Converter Analog to SDI	195.00	195.00
4	1	Middle Atlantic	U2	Utility Rackshelf	38.00	38.00
5	23	Apple	MB112LL/B	USB Optical Mouse	63.00	1,449.00
10	1	HB	Misc.	Cables & connectors	462.00	462.00

TOTAL ADDED EQUIPMENT: 2,390.00

1	HB	Engineering		system design & engineering		340.00
5	HB	Installation		on site installation & testing		1,440.00
10	HB	Freight		freight in/out		75.00

1. Please see attached section for payment terms & conditions
2. Prices shown are good for 30 days.

TOTAL ADDED SERVICES: 1,855.00

TOTAL RESTOCKING FEES: -

TOTAL ADDITIONS: 4,245.00

TOTAL NET CHANGE ORDER – excluding applicable taxes: 4,245.00

Applicable Sales Tax: -

TOTAL CHANGE ORDER INCLUDING TAX: 4,245.00

NEW PROJECT VALUE – excluding applicable taxes: 4,245.00

Approved by: _____ Date: _____

Reason for change order (be specific): Change to reflect client request for wired mice, and specified cable run and connectivity to rack location to enable TriCaster for morning announcements.