

DRAFT COPY

SUBJECT TO BD APPROVAL DRAFT COPY
SPRINGFIELD BOARD OF EDUCATION
SEPTEMBER 26, 2016
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 Room 3, First Floor on Monday, September 26, 2016 at 7:19 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 4, 2016.

1. CALL TO ORDER

The meeting was called to order by Board President, Mr. Steven Wolcott

Present: Mrs. Robin Cornelison, Mr. Scott Donner, Mr. Hector Munoz, Mr. Marc Miller, Mrs. Jacqueline Shanes, Mr. Scott Silverstein, Mrs. Patricia Venezia, Mrs. Elissa Zylbershlag, Mr. Steven Wolcott

Also Present:

Mr. Michael Davino, Superintendent

Mrs. Erica Scudero, Director of Curriculum, Instruction & Assessment

Mrs. Ellyn Atherton, Director of Human Resources

2. CLOSED SESSION (7:20 PM – 8:22 PM)

Moved by Mrs. Cornelison, seconded by Mr. Miller, to suspend the rules of the order of business of the Regular Meeting and adjourn to closed conference session for the reasons contained in the following resolution:

RESOLUTION

“WHEREAS the Board of Education must discuss subjects concerning matters protected by Attorney/Client privilege, and Superintendent Evaluation which are not appropriate subjects to be discussed in a public meeting and which are within the exemptions permitted to be discussed and acted upon in private session pursuant to P.L. 1975 Chapter 231, it is therefore

RESOLVED that the aforesaid subjects shall be discussed in private session by this Board and the administrative staff and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for non-disclosure no longer exist.”

Closed Conference Items

1. Matters protected by Attorney/Client privilege
2. Superintendent Evaluation

Yeas: Unanimous by all Members present.

MOTION CARRIED

3. RECONVENE

Moved by Mrs. Cornelison, seconded by Mr. Miller, approval to reconvene the Regular Meeting of the Board of Education.

Yeas: Unanimous by all Members present.

MOTION CARRIED

4. PLEDGE OF ALLEGIANCE

5. COMMUNICATIONS

1. NJSBA

A Board Candidates Briefing will be held for candidates for the upcoming election. An email with this information was sent to the 4 candidates in Springfield.

UCSBA has put out their Call for Officers.

Navigating Healthcare Negotiations Effectively will be the subject on September 28th at NJSB beginning at 9:30 AM.

School Board Notes September 14th & 21st.

Weekly Updates September 9th & 15th.

2. GSCS News & Notes from September 15th.

3. NSBA- National Connection Daily from September 12th – 22nd.

4. Michael Davino has been recognized as the Union County Superintendent of the Year.

6. MINUTES

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

Regular Meeting

- September 12, 2016

Yeas: Mrs. Cornelison, Mr. Scott Donner, Mr. Marc Miller, Mr. Hector Munoz, Mrs. Jacqueline Shanes, Mr. Scott Silverstein, Mrs. Elissa Zylbershlag, Mr. Steven Wolcott

Abstentions: Mrs. Patricia Venezia

MOTION CARRIED

7. SUPERINTENDENT'S REPORT

Moved by Mrs. Cornelison, seconded by Mrs. Zylbershlag, to accept and approve the Superintendent's Report as presented -

1. 2015-16 Goals & Objectives

a. Building

Walton presented by Dr. Hung

Caldwell presented by Mr. Rennie

Sandmeier presented by Mr. Plias

Gaudineer presented by Mr. Kielty

Dayton presented by Dr. Francis

- b. District
 - Mrs. Boehm - Special Services
 - Mrs. Nagy-Johnson – Technology
 - Mrs. Scudero - Curriculum & Testing
 - Mrs. Atherton – Professional Development
 - Mr. Clarke – Finance & Operations
- 2. Student/Staff Recognitions
 - Emily Hochreiner has been recognized as a Commended Student by the 2017 National Merit Program
- 3. HIB Report (The Board will go into closed session at the end of the meeting if specific clarification is needed.)
- 4. Building Usage Request
- 5. Fund Raiser Request
- 6. Fieldtrip Request
- 7. Contracts PL2015, Chapter 47

Yeas: Unanimous by all Members present. MOTION CARRIED

- 8. PUBLIC SESSION (9:21 PM)
The public did not have any questions/comments regarding items on the Agenda or the Superintendent's Report.

- 9. BILL LIST
Moved by Mr. Donner, seconded by Mr. Miller, approval of check numbers 037983 through 038228 and wire payments 800143, 888209 and 888210 for a grand total of \$2,929,533.67.

Yeas: Unanimous by all Members present. MOTION CARRIED

- 10. TRANSFERS
Moved by Mr. Donner, seconded by Mr. Miller, approval of the transfer of funds from and to the following line item accounts as designated.
(Attachment A)

Yeas: Unanimous by all Members present. MOTION CARRIED

- 11. PERSONNEL APPOINTMENTS
Moved by Mrs. Cornelison, seconded by Mr. Miller, at the recommendation of the Superintendent, approval of the appointment of personnel on the attachment.
(Attachment B)

Yeas: Unanimous by all Members present. MOTION CARRIED

- 12. PROFESSIONAL DEVELOPMENT
Moved by Mrs. Cornelison, seconded by Mr. Miller, at the recommendation of the Superintendent, approval of the attached personnel travel for Professional Development. (Attachment C)

Yeas: Unanimous by all Members present. MOTION CARRIED

13. 2016-2017 MERIT GOALS

Moved by Mrs. Cornelison, seconded by Mr. Miller, approval of the following resolution for quantitative and qualitative goals for the 2016-17 school year –

RESOLUTION

Whereas, NJAC 6A:23A-3.1 permits a board of education to include in its contract with the Superintendent of Schools, quantitative and qualitative criteria and associated merit salary bonuses in recognition of their achievement during the school year, and

Whereas, the Board of Education has now developed a set of annual goals for the 2016-2017 school year that it wishes to include in its contract with the Superintendent now, therefore, be it

Resolved, the Board of Education establishes the following qualitative and quantitative criteria and merit salary bonuses for their achievement: and directs that these criteria and related bonuses be submitted to the Executive County Superintendent of Schools for approval before adding them to the contract:

Quantitative Criteria	Status	Merit Goal Amount
1. BY JUNE 2017, 75% OR MORE OF THE FIRST GRADE STUDENTS WILL BE ABLE TO WRITE A COHERENT COMPOSITION BASED ON THE CORE CURRICULUM STANDARD FOR INFORMATIONAL WRITING.	<input type="checkbox"/> Achieved <input type="checkbox"/> Not Achieved	\$5,244.75 Dollar Amount
2. 80% of all 7th grade students will achieve Proficient / Advanced Proficient on the 8th Grade Technology Proficiency Rubric, aligned with the Technology Standards 8.1 and 8.2. In concert with the school district one to one technology initiative and in consultation with the Sate Department of Education's Instructional Technology Department. Development of the appropriate assessment tools for Technology Standards 8.1 and 8.2 were undertaken. We have developed a rubric based on the initial rubric disseminated by the Department of Education's Instructional Technology Department. This new rubric uses the original parameters and expands them to the new standards in 8.1 and 8.2 as well as identifying the addition of an Advanced Proficiency level of mastery.	<input type="checkbox"/> Achieved <input type="checkbox"/> Not Achieved	\$5,244.75 Dollar Amount
3. 80% OF ALL 5 TH GRADE STUDENTS IN CALDWELL AND SANDMEIER WILL MEET ALL INDICATORS ON THE 3, 4, 5 TECHNOLOGY CHECKLIST DEVELOPED	<input type="checkbox"/> Achieved <input type="checkbox"/> Not Achieved	\$5,244.75 Dollar Amount

<p>TO ADDRESS TECHNOLOGY STANDARDS 8.1 AND 8.2. IN CONCERT WITH THE SCHOOL DISTRICT ONE TO ONE TECHNOLOGY INITIATIVE AND IN CONSULTATION WITH THE STATE DEPARTMENT OF EDUCATIONS INSTRUCTIONAL TECHNOLOGY DEPARTMENT. DEVELOPMENT OF APPROPRIATE ASSESSMENT TOOLS FOR TECHNOLOGY STANDARDS 8.1 AND 8.2 WERE UNDERSTAKEN. WE HAVE DEVELOPED A CHECKLIST FOR GRADES 3, 4 AND 5 TO EVALUATE STUDENT ACHIEVEMENT OF COMPETENCIES ADDRESSED BY THESE STANDARDS. AS SUCH BY THE END OF 5TH GRADE, 80% OF STUDENTS IN GRADE 5, ATTENDING CALDWELL AND SANDMEIER SCHOOLS WILL MEET ALL THE INDICATORS ON THE DEVELOPED CHECKLIST OF SKILLS.</p>		
<p style="text-align: center;">Qualitative Criteria</p>	<p style="text-align: center;">Status</p>	<p style="text-align: center;">Merit Bonus Amount</p>
<p>1. all students at jdhs are required to complete 40 hours of service during each year of attendance. this is a graduation requirement. this year, the building administration and school counselors will implement strategies to ensure that all students complete their service requirement in a more timely fashion, and to provide students with support in finding service hour opportunities. these strategies will include:</p> <ul style="list-style-type: none"> • quarterly checks conducted by school counselors will be presented to the superintendent for evaluation • frequent communication with students and parents regarding the requirement • posting announcements regarding service opportunities on the jdhs website • facilitating service hour events <p>75% of senior students will complete their service hour requirement by april 1, 2017.</p>	<p>_____ Achieved _____ Not Achieved</p>	<p>\$3,937.50 Dollar Amount</p>

<p>2. THE SUPERINTENDENT WILL INITIATE AND FACILITATE PARTICIPATION IN THE STUDENT SPACEFLIGHT EXPERIMENT PROGRAM. THIS IS A SCHOOL AND COMMUNITY COLLABORATION ENGAGING K-12 STUDENTS AT VARYING DEGREES AND COMMUNITY ENGAGEMENT.</p> <p>THIS IS A "STEAM" INITIATIVE THAT WILL ENGAGE STUDENTS IN GRADES 5-12 IN SUBMITTING ACTUAL EXPERIMENTS RELATED TO THE NATURE OF THE PROGRAM. ADDITIONALLY ELEMENTARY LEVEL STUDENTS WILL BE ENGAGED IN THE HISTORICAL PERSPECTIVES AS WELL AS THE CO-CURRICULAR APPLICATIONS OF ART, MUSIC AND PHYSICAL EDUCATION AS WILL GRADES 5-12.</p>	<p>_____ Achieved _____ Not Achieved</p>	<p>\$3,937.50 Dollar Amount</p>
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Yeas: Unanimous by all Members present.

MOTION CARRIED

14. SPECIAL EDUCATION PLACEMENTS

Moved by Mrs. Cornelison, seconded by Mr. Miller, at the recommendation of the Superintendent, that the Board of Education approve Special Education request for Related Services/Placements on the attachment. (Attachment D)

Yeas: Unanimous by all Members present.

MOTION CARRIED

15. MEMORANDUM OF AGREEMENT WITH POLICE DEPARTMENT

Moved by Mrs. Cornelison, seconded by Mr. Miller, at the recommendation of the Superintendent, approval of the Memorandum of Agreement between the Springfield Board of Education and the Springfield Police Department for the 2016-17 school year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

16. TUITION GRANTS

Moved by Mrs. Cornelison, seconded by Mr. Miller, at the recommendation of the Superintendent, approval of the attached personnel for following courses as being eligible for Tuition Grant reimbursement and applicable for advancement on the guide. (Attachment E)

Yeas: Unanimous by all Members present.

MOTION CARRIED

17. PRINT MANAGEMENT AWARD

Moved by Mr. Silverstein, seconded by Mrs. Cornelison, approval to award RFP 17-01 for Print Management Solutions to KTS Office Services, LLC, Toms River, NJ. (Attachment F)

Yeas: Unanimous by all Members present.

MOTION CARRIED

18. FIRST READING POLICY 5141.22

Moved by Mr. Miller, seconded by Mrs. Cornelison, to approve the first reading of the following policy (Attachment G):

Policy #5141.22 - Administration of Medical Marijuana

Yeas: Unanimous by all Members present.

MOTION CARRIED

19. PUBLIC SESSION (9:30 PM)

There were no questions/comments from the public at this time.

20. NEW BUSINESS

1. PTA News

Walton will only hold 4 meetings this year, 2 in the morning and 2 in the evening.

Sandmeier will now hold their meetings in the morning, hoping to attract more parents.

Caldwell's Fall Festival, featuring outside activities and a basket auction, will be held on October 15th.

COGNAT testing for grades 3 & 5 at Caldwell and Sandmeier will be on October 13th & 14th.

2. A reminder that schools will be closed next Monday & Tuesday in observance of Rosh Hashanah.

3. 4 Board members attended the UCSBA workshop on Communication Tips for School Districts.

4. The next policy meeting will be on October 17th and will continue with the 1000 section.

21. ADJOURNMENT

Moved by Mrs. Cornelison, seconded by Mr. Donner, to adjourn the regular meeting at 9:50 PM.

Yeas: Unanimous by all Members present.

MOTION CARRIED

Upcoming Meetings:

1. Regular Meeting – October 24, 2016 at 7:30 PM in Room 3 at JDHS

2. Regular Meeting – November 7, 2016 at 7:30 PM in Room 3 at JDHS

Matthew A. Clarke

Business Administrator/Board Secretary

TRANSFERS
AUGUST

Attachment (A)

ACCOUNT	DESCRIPTION	TO	FROM
11-000-213-100-00-10	SALARIES HEALTH SERVICES - NUR		\$400.00
11-000-213-100-73-10	HEALTH SERVICES SUMMER	\$400.00	
11-000-223-104-00-10	SALARIES STAFF TRAINING	\$1,080.00	
11-000-223-110-00-10	PROFESSIONAL TRAINING	\$7,300.00	
11-000-223-320-80-12	PROF SERVICE TRAINING		\$1,980.00
11-000-251-100-00-10	SALARIES BOARD ADM		\$165,555.00
11-000-251-105-00-10	BUSINESS OFF SECRETARIES	\$165,555.00	
11-120-100-101-80-04	SALARIES WRITING TEAM 1-5		\$6,400.00
13-422-100-101-40-10	SALARIES OF TEACHERS SUMMER SC	\$1,320.00	
13-422-100-106-40-10	SUMMER SCHOOL AIDES	\$1,520.00	
13-422-100-610-40-12	SUPPLIES SUMMER SCHOOL		\$177,175.00
		\$177,175.00	\$177,175.00

**Springfield Public Schools
Personnel**

Last Name Certificated Staff	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
Cozza	Joseph	School Counselor	JDHS	----	----	----	Retirement	October 1, 2016
Fortna	Loren	Elementary Music Teacher	JCS/TLS	----	----	----	revised date-resignation	September 26, 2016
Livesey	Amanda	Music Teacher	TLS/JCS	BA/Step 0	\$ 54,175.00	Replacement	replaces LF	9/27/16-6/30/17
Medina	Sarah	AIS Teacher	JCS	----	----	----	Leave	2/6/17-6/30/17
D'Amico	Elisa	Special Education Teacher	Walton	----	----	----	Leave	11/14/16/16-2/15/17
Rodriguez	Christina	Math Teacher	FMG	----	----	----	Revised leave date	9/1/16-12/14/16
Shanks	Kimberly	Math Leave Replacement	FMG	Step 0/MA	\$58,909.00	----	revised date	9/1/16-12/14/16
Ging	Jessica	Mentor	JCS	----	\$550.00	----	for D. Zimmer	9/1/16-6/30/17
Massoni	Erin	Mentor	JCS	----	\$550.00	----	for C. Zavocki	9/1/16-6/30/17
Zambolla	Marnie	Homework Club	JCS	----	47.32/hr	----	----	9/1/16-6/30/17

Last Name Substitute/Home instructor/Volunteer	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
Fugett	John	Substitute Driver	District	---	***	New	---	9/27/16-6/30/17
Krumholz	Drew	Substitute Teacher	District	---	***	New	---	9/27/16-6/30/17
Ferris	Kathryn	Substitute Teacher	District	---	***	New	---	9/27/16-6/30/17
Finis	Alessandra	Substitute Aide	District	---	***	New	---	9/27/16-6/30/17
Garcia	Mary Ann	Substitute Teacher	District	---	***	New	---	9/27/16-6/30/17

Last Name Non-Certificated	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Information	Effective Date
Leyzerovich	Helen	Lunch Aide	District	----	----	----	resignation	September 16, 2016
Garcia	Mary Ann	Instructional Aide	District	----	17.43/hr	New	up to 29.75 hours	9/26/16-6/30/17
DePhillips	Karen	Instructional Aide	District	----	17.43/hr	New	up to 29.75 hours	9/26/16-6/30/17

Last Name Before and After School Program/Childcare	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
Billingsley	Jessica	PTA Enrichment Program	TLS	----	\$15.48/hour	----	----	9/26/16-6/30/17

* 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
Altman	Renee	TLS	The Impact Psychiatric & Emotional Factor	Kenilworth	Oct 19 2016	0.00	9/26/16
Boehm	Tiffany	District	Closing the Achievement Gap	New Providence	Oct 5 2016	0.00	9/26/16
Boehm	Tiffany	District	Special Services Directors Toolkit	Monroe	Nov 1 2016	0.00	9/26/16
Delikaris	Barbara	JD	AENJ State Conference	Long Branch	Oct 11 2016	164.38	9/26/16
Fischer	Lauren	EVW	ASLHA Convention	Philadelphia	Nov 17 2016	262.70	9/26/16
Hill	Darlene	JD	HESAA Financial Aid Workshop	Morristown	Oct 19 2016	3.72	9/26/16
Moore	Erica	JD	FBLA Advisors	New Brunswick	Oct 7 2016	0.00	9/26/16
Rousso	Regine	JD	Cognitive/Behavioral Approaches/Anxious Youth	Wayne	Oct 21 2016	13.10	9/26/16
Schwarzberg	Genny	JC/FMG	The Impact Psychiatric & Emotional Factor	Kenilworth	Oct 19 2016	2.41	9/26/16
Schwarzberg	Genny	JC/FMG	Navigate the Maze	Piscataway	Oct 23 2016	68.61	9/26/16

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

<u>1. RELATED SERVICES REQUEST</u>	<u>Vendor</u>	<u>Related Service</u>	<u>Rate</u>	<u>Hours/days/weeks</u>	<u>Term</u>	<u>Student</u>
	AssistiveTeK, LLC Port Murray, NJ	Assistive Technology, Training and Consultation	Eval: \$1000; Consult: \$75/hr; Training: \$1400/day; Travel: \$175/hr.	2016 - 17 SY		
	Princeton Healthcare System Plainsboro, NJ	Home Instruction	\$65/Hr.	2016 - 17 SY		

<u>2. OUT OF DISTRICT PLACEMENT REQUEST</u>	<u>Student</u>	<u>Tuition</u>	<u>Term</u>	<u>Comments</u>
<u>School/Placement</u> Roxbury High School Succasunna, NJ	1913	25,819.00	2016 - 17 SY	Tuition

**TUITION GRANT RESUBMISSIONS
SUMMER/FALL 2016-17**

Substitute(s) Courses for Previously Approved Courses

<u>Name</u>	<u>Substitute Course(s)</u>	<u>Level</u>
Stephanie Carlson	Seminar in Writing Studies	Graduate

9/26/16 BOE Meeting

Vendor Name	Proposed Printing Solution	Included Printer Paper Capacity	Per Printer Unit Cost	Proposed Device Count - One Time Cost	MGAT Solution Maintenance Cost	Monthly Duty Cycle	Costs / Mo & Contract Length	Monthly Service Costs	Initial Install Costs (one-time)	Proposed CPP
ATLANTIC	HD w/ Follow-Me (PaperCut) & Per Page	n/a	n/a	n/a	(\$2,029.26 maintenance for subsequent years)	n/a	n/a	n/a	n/a	n/a
Workgroup B&W	HP LaserJet MFP M430n	2000 sheets w/ 3 trays	\$3,351.1940 (net purchase w/ 2000 sheets)	\$52,019.04	\$19,374.89	250,000 pages	\$82 @ 62k pages & \$0.0137/page @ 11/37	Included in cpp	?	0.0139
Workgroup B&W	Lernmark M431120	3000 sheets w/ 3 trays	\$5,470.5644 (net purchase w/ 3000 sheets)	\$87,528.96	\$19,374.89	300,000 pages	\$82 @ 62k pages & \$0.0137/page @ 11/37	Included in cpp	?	0.0139
Remote Print Monitoring & Maintenance	PaperCut (EDU Edition up to 1.5k users)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

Atlantic is proposing 16 new B&W HP Workgroup Printers, and 16 PaperCut for print management. HP printers proposed have large LCD touch screens, but cannot be logo customized, and HD badge integration is unknown and could potentially be problematic. They offer toner, tech repair, supplies, and replacements on per page cost. Warranty on Printers covers the contract length to a 3y contract will cover the hardware for 3 years. The HP Unit has lower Monthly Duty Cycle and we have no experience with it's reliability or ease of use. They are willing to provide pricing for the Lernmark model we requested @ 300 sheets to allow for baseline comparison.

Vendor Name	Proposed Printing Solution	Included Printer Paper Capacity	Per Printer Unit Cost	Proposed Device Count - One Time Cost	MGAT Solution Maintenance Cost	Monthly Duty Cycle	Costs / Mo & Contract Length	Monthly Service Costs	Initial Install Costs (one-time)	Proposed CPP
STWARTZ/ERDC	HD w/ Follow-Me (PaperCut) & Per Page	n/a	n/a	n/a	(\$1,800.00 maintenance for subsequent years)	n/a	n/a	n/a	n/a	n/a
Workgroup B&W (self-purchased)	Springfield Device Self Purchase	3000 sheets w/ 3 trays	\$1,633.52 ea (self purchase w/ 3000 sheets)	\$41,169.72	\$15,756.70	300,000 pages	\$74 @ 62k pages & \$0.0120/page @ 11 & \$42 @ 62k pages & \$0.0110/page @ 37	Included in cpp	\$199/unit to install = \$184 one-time for all 16	0.0110
Workgroup B&W (self-purchased)	Lernmark M431120	3000 sheets w/ 3 trays	\$1,740.88 (net purchase w/ 3000 sheets)	\$50,784.00	\$15,756.70	300,000 pages	\$74 @ 62k pages & \$0.0120/page @ 11 & \$42 @ 62k pages & \$0.0110/page @ 37	Included in cpp	\$199/unit to install = \$184 one-time for all 16	0.0110
Workgroup B&W (self-purchased)	Lernmark M431120	3000 sheets w/ 3 trays	0.00ea @ 16 Units w/ 3000 sheets	\$0.00	\$15,756.70	300,000 pages	\$2,046 @ 62k pages & \$0.0350/page @ 37	Included in cpp	Included in cpp	0.033
Remote Print Monitoring & Maintenance	PaperCut (EDU Edition up to 1.5k users)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

Stewart is proposing 3 options for 16 B&W Lernmark Workgroup Printers. They offer either self-purchase or buying from them but units do not include multi-paper trays. Purchase/lease is through 2 options with large delta in price. They offer toner, tech repair, supplies, and replacements on per page cost. Warranty on Printers covers the contract length to a 3y contract will cover the hardware for 3 years. The HP Unit has lower Monthly Duty Cycle and we have no experience with it's reliability or ease of use. No proactive reachout to schools in case of issues, just supplies. We have to call in case of trouble. Warranty & Tech dispatched on site are free for the length of the print contract. Swap with return if refurb is available in case of full replacement.

Vendor Name	Proposed Printing Solution	Included Printer Paper Capacity	Per Printer Unit Cost	Proposed Device Count - One Time Cost	MGAT Solution Maintenance Cost	Monthly Duty Cycle	Costs / Mo & Contract Length	Monthly Service Costs	Initial Install Costs (one-time)	Proposed CPP
RTS Office Services	HD w/ Follow-Me (PaperCut) & Per Page	n/a	n/a	n/a	(\$995.00 maintenance from year 4 onward)	n/a	n/a	n/a	n/a	n/a
Workgroup B&W	Lernmark M431120	3000 sheets w/ 3 trays	\$2,635.52 ea (KT purchase w/ 3000 sheets)	\$41,169.92	\$12,790.30 w/ 3 years maint. included (\$995.00/y maintenance for year 4 onward)	300,000 pages	\$806 @ 62k pages & \$0.0137/page @ 11/37	Included in cpp	\$99.00/device = \$1,584 one-time for all 16	0.013
Workgroup B&W	Lernmark M431120	3000 sheets w/ 3 trays	0.00ea @ 16 Units w/ 3000 sheets	\$0.00	\$12,790.30 w/ 3 years maint. included (\$995.00/y maintenance for year 4 onward)	300,000 pages	\$1,384, up to 62k pages => \$0.0227/page @ 37 & \$1,384, up to 62k pages => \$0.0327/page @ 37 <small>on average above 62k or 62k checks on \$0.0127/page</small>	Included in cpp	Included in cpp	0.032
Remote Print Monitoring & Maintenance	PaperCut (EDU Edition up to 1.5k users)	n/a	n/a	n/a	n/a	n/a	n/a	Included	Included	n/a

RTS is proposing 16 Lernmark B&W Workgroup Printers. They offer toner, repair, supplies, and replacements with two lease options based on their monthly volume, and the PaperCut management solution. They quoted purchase price for printers, as well as a four month value lease option.

**SPRINGFIELD PUBLIC SCHOOLS
Springfield, New Jersey 07081**

PUPILS

(5141.22 State Required Policy for Administration of Medical Marijuana) M

Regulations Follow

5141.22 STATE REQUIRED POLICY FOR ADMINISTRATION OF MEDICAL MARIJUANA

Page 1 of 2

The Board of Education, in accordance with the requirements of N.J.S.A. 18A:40-12.22, must adopt a policy authorizing parents, guardians, and primary caregivers to administer medical marijuana to a qualifying pupil patient while on school grounds, aboard a school bus, or attending a school-sponsored event. The parent of a qualifying student patient requesting the administration of medical marijuana to the pupil while on school grounds, aboard a school bus, or attending a school-sponsored event must comply with the provisions of N.J.S.A. 18A:40-12.22 and N.J.S.A. 24:6I-1 et seq. and Policy and Regulation 5330.01.

A pupil enrolled in the District must be authorized to engage in the medical use of marijuana and the primary caregiver, who may be the parent, must be authorized to administer medical marijuana to a qualifying pupil patient in accordance with the provisions of N.J.S.A. 18A:40-12.22 and N.J.S.A. 24:6I-1 et seq. The pupil and the primary caregiver must complete the registration process to obtain a Registry Identification Card from the New Jersey Department of Health in accordance with the requirements of N.J.S.A. 24:6I-4.

The parent of the pupil authorized to engage in the medical use of marijuana must submit a written request with supporting documentation to the Principal requesting approval to have a primary caregiver assist in the administration of medical marijuana to the pupil while on school grounds, aboard a school bus, or attending a school-sponsored event. The Principal, in consultation with the school nurse, the school physician, and the Superintendent, will review each request and upon approval will inform the parent in writing of the approval with details for the administration of medical marijuana to the qualifying pupil patient. The medical use of marijuana by a qualifying pupil patient while on school grounds, aboard a school bus, or attending a school-sponsored event will only be authorized after the written approval from the Principal is provided to the parent.

Medical marijuana may only be administered to the qualifying pupil patient while the pupil is on school grounds, aboard a school bus, or attending a school-sponsored event by the primary caregiver in accordance with the provisions of N.J.S.A. 18A:40-12.22 and N.J.S.A. 24:6I-1 et seq. The prescribed medical marijuana must be in the possession of the primary caregiver at all

PUPILS 5141.22

(State Required Policy for Administration of Medical Marijuana) M

Regulations Follow

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times, except during the administration process. The primary caregiver shall comply with the requirements of the Principal's written approval for the administration of medical marijuana to the qualifying pupil patient while on school grounds, aboard a school bus, or attending a school-sponsored event.

All health records related to the administration of medical marijuana to a qualifying pupil patient while on school grounds, aboard a school bus, or attending a school-sponsored event shall be maintained in accordance with the requirements of N.J.A.C. 6A:16-2.4 and N.J.A.C. 6A:32-7.4.

No person shall be subject to arrest or prosecution for constructive possession, conspiracy, or any other offense for simply being in the presence or vicinity of the medical use of marijuana as authorized under N.J.S.A. 24:6I-1 et seq. or N.J.S.A. 18A:40-12.22. No custodial parent, guardian, or person who has legal custody of a qualifying pupil patient who is a minor shall be subject to arrest or prosecution for constructive possession, conspiracy, or any other offense for assisting the minor in the medical use of marijuana as authorized under N.J.S.A. 24:6I-1 et seq. or N.J.S.A. 18A:40-12.22.

N.J.S.A. 18A:40-12.22 N.J.S.A. 24:6I-1 et seq. N.J.A.C. 6A:16-2.4; 6A:32-7.4

First Reading: April 5, 2016 Adopted: May 10, 2016

**SPRINGFIELD PUBLIC SCHOOLS
Springfield, New Jersey 07081**

PUPILS

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R 5141.22 ADMINISTRATION OF MEDICAL MARIJUANA

A custodial parent, guardian, or person having legal custody of a pupil requesting the administration of medical marijuana to a qualifying pupil patient while on school grounds, aboard a school bus, or attending a school-sponsored event must comply with the procedures and requirements of N.J.S.A. 18A:40-12.22 and N.J.S.A. 24:6I-1 et seq. and this Regulation.

A. Definitions

For the purposes of this Policy:

1. "Bona fide physician-patient relationship" means a relationship in which the physician has ongoing responsibility for the assessment, care, and treatment of a qualifying pupil patient's debilitating medical condition.
2. "Certification" means a statement signed by a physician with whom a qualifying pupil patient has a bona fide physician-patient relationship, which attests to the physician's authorization for the patient to apply for registration for the medical use of marijuana.
3. "Marijuana" has the meaning given in Section 2 of the "New Jersey Controlled Dangerous Substances Act," N.J.S.A. 24:21-2.
4. "Medical use of marijuana" means the acquisition, possession, transport, or use of marijuana or paraphernalia by a registered qualifying pupil patient as authorized by the New Jersey Compassionate Medical Marijuana Act (Act).
5. "Parent" means the custodial parent, guardian, or person who has legal custody of a qualifying pupil patient who may also be the primary caregiver registered and provided a Registry Identification Card by the New Jersey Department of Health to administer medical marijuana to a pupil in accordance with the provisions of N.J.S.A. 18A:40-12.22 and N.J.S.A. 24:6I-4.
6. "Physician" means a person licensed to practice medicine and surgery pursuant to Title 45 of the Revised Statutes with whom the qualifying pupil patient has a bona fide physician-patient relationship and who is the primary care physician, hospice physician, or physician

responsible for the ongoing treatment of a qualifying pupil patient's debilitating medical condition, provided; however, that the ongoing treatment shall not be limited to the provision of authorization for a qualifying pupil patient to use medical marijuana or consultation solely for that purpose.

7. "Primary caregiver" or "caregiver" means a resident of the State who:
 1. Is at least eighteen years old;
 2. Has agreed to assist with a registered qualifying pupil patient's medical use of marijuana, is not currently serving as primary caregiver for another qualifying patient, and is not the qualifying pupil patient's physician;

3. Has never been convicted of possession or sale of a controlled dangerous substance, unless such conviction occurred after the effective date [Oct. 1, 2010] of the Act and was for a violation of Federal law related to possession or sale of marijuana that is authorized under the Act;
4. Has registered with the Department of Health pursuant to N.J.S.A. 24:6I-4 and has satisfied the criminal history record background check requirement of N.J.S.A. 24:6I-4; and

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5. Has been designated as primary caregiver on the qualifying pupil patient's application or renewal for a Registry Identification Card or in other written notification to the Department of Health.
 8. "Qualifying pupil patient" means a resident of the State who is a pupil enrolled and attending school in this District who has been provided with a certification by a physician pursuant to a bona fide physician-patient relationship and has been issued a Registry Identification Card by the New Jersey Department of Health for medical use of marijuana in accordance with the provisions of N.J.S.A. 18A:40-12.22 and N.J.S.A. 24:6I-4.
 9. "Qualifying patient" means a resident of the State who has been provided with a certification by a physician pursuant to a bona fide physician-patient relationship.
 10. "Registry Identification Card" means a document issued by the Department of Health that identifies a person as a registered qualifying pupil patient or primary caregiver.
2. Registration – Qualifying Pupil Patient and Primary Caregiver
1. A qualifying pupil patient must be authorized to engage in the medical use of marijuana and the primary caregiver must be authorized to assist the qualifying pupil patient with the medical use of marijuana pursuant to the provisions of N.J.S.A. 24:6I-1 et seq.
 2. A qualifying pupil patient and their primary caregiver must complete the registration process in accordance with the provisions of N.J.S.A. 24:6I-4 and any other requirements of the New Jersey Department of Health.
 3. The qualifying pupil patient's parent shall be responsible to immediately inform the Principal of any change in the status of the pupil's Registry Identification Card that would deem the Registry Identification Card null and void due to any reason outlined in N.J.S.A. 24:6I-4e or for any other reason.
 4. The qualifying pupil patient's primary caregiver shall be responsible to immediately inform the Principal of any change in the status of any primary caregiver's Registry Identification Card that would deem the Registry Identification Card null and void due to any reason outlined in N.J.S.A. 24:6I-4e or for any other reason.
3. Submission for Authorization for Administration of Medical Marijuana

1. A parent of a qualifying pupil patient requesting the administration of medical marijuana to the pupil while on school grounds, aboard a school bus, or attending a school-sponsored event must submit a written request to the Principal with a copy of a current New Jersey Department of Health Registry Identification Cards for the qualifying pupil patient and the primary caregiver and a copy of the physician's order or prescription indicating dosage information and the method of administration for the medical marijuana to the qualifying pupil patient while on school grounds, aboard a school bus, or attending a school-sponsored event.

The Principal may request the parent provide additional documentation from the physician that the medical marijuana must be administered during the time of the day when the pupil is on school grounds, aboard a school bus, or attending a school-sponsored event and the medical marijuana cannot be

administered and/or will not be effective during alternate times when the pupil is not on school grounds, aboard a school bus, or attending a school- sponsored event.

- a. The parent's written request and all supporting documentation must be submitted to the Principal at least five school days before the first day of the requested administration.
2. The Principal shall review the submitted Registry Identification Cards and supporting documentation with the school physician, the school nurse, and the Superintendent of Schools.

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3. Upon review and approval of the documentation submitted by the parent, the Principal will inform the parent or primary caregiver, if the parent is not the primary caregiver, in writing with the following information:
 - a. The location (school, office, etc.) where the primary caregiver shall report to administer the medical marijuana;
 - b. The school staff member(s) who the primary caregiver must see to coordinate the administration of medical marijuana;
 - c. The time the primary caregiver shall report to administer the medical marijuana;
 - d. The specific location where the medical marijuana shall be administered to the pupil; and
 - e. A copy of Policy and Regulation 5330.01 – Administration of Medical Marijuana.
4. In the event the Principal, after consultation with the school nurse, school physician, and Superintendent, has a question or concern regarding the Registry Identification Cards or supporting documentation submitted by the parent, the Principal or school physician will contact the parent with the question or concern.
5. The administration of medical marijuana on school grounds, aboard a school bus, or at a school-sponsored event, pursuant to N.J.S.A. 18A:40-12.22, will only be authorized after the approval required by Policy and Regulation 5330.01.

D. Administration of Medical Marijuana

1. The medical marijuana shall only be administered by the primary caregiver and at the approved location, times, and method as indicated in the parent's request that was approved in writing by the Principal.
 2. In accordance with the provisions of N.J.S.A. 18A:40-12.22.b.(5), medical marijuana cannot be administered to a qualifying pupil patient while on school grounds, aboard a school bus, or attending a school-sponsored event by smoking or other form of inhalation.
 3. The prescribed medical marijuana must always be in the possession of the primary caregiver and may not be in the possession of the qualifying pupil patient at any time on school grounds, aboard a school bus, or at a school-sponsored event.

4. The Principal, after consultation with the school nurse, school physician, and the Superintendent, will determine a specific location for the administration of the medical marijuana to the qualifying pupil patient.
 - a. The Principal will designate a private area, if possible, for the primary caregiver to administer the medical marijuana to the qualifying pupil patient. The amount of privacy provided for the administration will depend on the approved method of administration and the designated location. The location may be a nurse's office, a private office, a private restroom facility, or any other location appropriate for the approved method of administration.
5. The primary caregiver shall report to the approved location prior to the scheduled time for the administration of medical marijuana to the qualifying pupil patient. The primary caregiver must show the Registry Identification Card and a second form of identification which shall be a photograph identification.

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6. The Principal or supervising school staff member of a school-sponsored event may designate a school staff member to escort the primary caregiver to the qualifying pupil patient at the designated time to the designated location for the administration.
 7. The Principal may designate a school staff member to observe the administration of the medical marijuana on school grounds, aboard a school bus, or at a school-sponsored event.
 8. The primary caregiver shall assist in the administration of medical marijuana to the qualifying pupil patient in accordance with the method and dosage prescribed by the physician and included in the parent's request to the Principal.
 9. The qualifying pupil patient shall return to his/her class or event as soon as possible after the administration.
10. The primary caregiver will be escorted outside the school building, away from the school bus, or away from the school-sponsored event, if applicable, by a school staff member after the administration.
- a. The qualifying pupil patient and/or primary caregiver may be asked to remain at the location of the administration by the school staff member in the event the pupil needs some additional time after the administration and before returning to their class or event.
11. The primary caregiver shall be responsible for the security of the medical marijuana on school grounds, aboard a school bus, or at a school-sponsored event before, during, and after the administration. At no time shall the qualifying pupil patient have the medical marijuana in their possession except during the administration process by the primary caregiver.