

1. CALL TO ORDER

The Meeting was called to order at 8:03 P.M. by Mr. Matthew A. Clarke, Board Secretary.

Mr. Clarke read the following statement:

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, 2015 and revised on July 13, 2015.

2. PLEDGE OF ALLEGIANCE

3. OATH OF OFFICE

Mr. Clarke administered the oath of office to elected Board Members, Robin Cornelison and Hector Munoz.

4. RESULTS OF ELECTION

Mr. Clarke announced the official election results as follows:

Member Board of Education

Three Year Term:

\*Jacqueline Shanes – 1149 votes

\*Hector Munoz – 1116 votes

\*Robin Cornelison – 1235 votes

Dermot McLeer – 1054 votes

Total Votes Cast – 4554 votes

5. ELECTION OF PRESIDENT

Moved by Mrs. Venezia, seconded by Mr. Silverstein, to nominate Steven Wolcott, for the office of President of the Springfield Board of Education for 2016 calendar year.

Yeas: Mrs. Robin Cornelison, Mr. Scott Donner, Mr. Marc Miller, Mr. Hector Munoz, Mr. Scott Silverstein, Mrs. Patricia Venezia, Mrs. Elissa Zylbershlag

Abstention: Mr. Steven Wolcott

MOTION CARRIED

6. ELECTION OF VICE PRESIDENT

Moved by Mrs. Zylbershlag, seconded by Mr. Silverstein, to nominate Robin Cornelison, for the office of Vice President of the Springfield Board of Education for 2016 calendar year.

Yeas: Mr. Scott Donner, Mr. Marc Miller, Mr. Hector Munoz, Mr. Scott Silverstein, Mrs. Patricia Venezia, Mr. Steven Wolcott, Mrs. Elissa Zylbershlag

Abstention: Mrs. Robin Cornelison

MOTION CARRIED

7. RENEWAL OF BYLAWS AND POLICIES

Moved by Mr. Miller, seconded by Mr. Silverstein, to adopt existing policy, bylaws, and administrative guidelines.

Yeas: Unanimous by all Members present.

MOTION CARRIED

8. BANK SIGNATURES

Moved by Mr. Miller, seconded by Mr. Silverstein, to authorize changes in bank signature cards for the signatures of President, Board Secretary and the Treasurer of School Monies.

Yeas: Unanimous by all Members present.

MOTION CARRIED

9. ORGANIZATIONAL CHART

Moved by Mr. Miller, seconded by Mr. Silverstein, approval of the Organizational Chart of the Springfield Board of Education.

Yeas: Unanimous by all Members present.

MOTION CARRIED

10. ANNUAL BOARD MEETINGS

Moved by Mr. Miller, seconded by Mr. Silverstein, that effective immediately, Board Meetings be scheduled as per (Attachment Aro).

Yeas: Unanimous by all Members present.

MOTION CARRIED

11. OFFICIAL NEWSPAPER

Moved by Mr. Miller, seconded by Mr. Silverstein, to designate the Local Source and/or the Star Ledger as official newspapers of the Board for the 2016 calendar year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

12. SCHOOL ATTORNEY

Moved by Mr. Miller, seconded by Mr. Silverstein, move to appoint the following firms and attorneys as counsel to the Springfield Board of Education, for the 2016 calendar year:

1. Vito A. Gagliardi, Jr. Porzio, Bromberg & Newman. (Attachment Bro)

Yeas: Unanimous by all Members present.

MOTION CARRIED

13. ARCHITECTS

Moved by Mr. Miller, seconded by Mr. Silverstein, to appoint DI Group Architecture and Planning, LLC, 136 Brighton Avenue, Deal, NJ as architect of record for the Springfield Board of Education for the 2016 calendar year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

**14. ENGINEER OF RECORD**

Moved by Mr. Miller, seconded by Mr. Silverstein, to appoint Pennoni Associates, 105 Fieldcrest Avenue, Edison, NJ as engineer of record for the Springfield Board of Education for the 2016calendar year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

**15. PURCHASING AGENT**

Moved by Mr. Miller, seconded by Mr. Silverstein, approval of the resolution to appoint Matthew A. Clarke, School Business Administrator/Board Secretary, as the duly authorized purchasing agent for the Springfield Board of Education, pursuant to 18A:18A (Attachment Cro).

Yeas: Unanimous by all Members present.

MOTION CARRIED

**16. TREASURER OF SCHOOL MONIES**

Moved by Mr. Miller, seconded by Mr. Silverstein, to appoint Manuel Vieira as Treasurer of School Monies to the Springfield Board of Education for the calendar year 2016 at a salary of \$5,594.

Yeas: Unanimous by all Members present.

MOTION CARRIED

**17. AUDITOR**

Moved by Mr. Miller, seconded by Mr. Silverstein, to appoint Cannone and Company, P.A. as auditor to the Springfield Board of Education for the 2016 - 2017 budget year for the fee of \$20,125.

Yeas: Unanimous by all Members present.

MOTION CARRIED

**18. AFFIRMATIVE ACTION OFFICER**

Moved by Mr. Miller, seconded by Mr. Silverstein, to appoint Ellyn Atherton as Affirmative Action Officer of the Springfield School District for the 2016 calendar year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

**19. 504/ADA COMPLIANCE OFFICER**

Moved by Mr. Miller, seconded by Mr. Silverstein, to appoint Alexis Piombino as Public 504/ADA Compliance Officer of the Springfield School District for the 2016 calendar year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

**20. CUSTODIAN OF PUBLIC RECORDS**

Moved by Mr. Miller, seconded by Mr. Silverstein, to approve the appointment of Michael Davino, Superintendent, as the custodian of Public Records for the 2016 calendar year in accordance with the Open Public Records Act.

Yeas: Unanimous by all Members present.

MOTION CARRIED

21. MORRIS UNION JOINTURE

Moved by Mr. Miller, seconded by Mr. Silverstein, appoint the Superintendent of Schools as the representative of the Springfield School District to serve on the Morris-Union Jointure Commission Board of Education.

Yeas: Unanimous by all Members present.

MOTION CARRIED

22. UNION COUNTY EDUCATIONAL SERVICES

Moved by Mr. Miller, seconded by Mr. Silverstein, to appoint Scott Donner as a representative of the Springfield School District to serve on the Union County Educational Services Representative Assembly.

Yeas: Mrs. Robin Cornelison, Mr. Marc Miller, Mr. Hector Munoz, Mr. Scott Silverstein, Mrs. Patricia Venezia, Mr. Steven Wolcott, Mrs. Elissa Zylbershlag

Abstention: Mr. Scott Donner

MOTION CARRIED

23. ADJOURNMENT TO REGULAR MEETING

Moved by Mr. Silverstein, seconded by Mr. Donner, to adjourn the organizational meeting at 8:05 PM. and move on to the regular meeting.

Yeas: Unanimous by all Members present.

MOTION CARRIED

2016

Pursuant to the New Jersey Open Public Meetings Act, Public Law 1975, Chapter 231, scheduled meetings of the Board of Education will be held in the Jonathan Dayton High School Room 3, First Floor at 7:00 P.M. for Executive Sessions and 7:30 P.M. for Public Sessions on the following dates:

<u>2016</u>	<u>MONTH</u>	<u>REGULAR MEETINGS</u>	<u>SPECIAL MEETINGS</u>
	January	25	
	February	08, 29	
	March	07, 21	
	April	11, 25	
	April	25	- Public Hearing (2016-2017 Proposed Budget)
	May	09, 23	
	June	06, 20	
	July	18	
	August	22	
	September	12, 26	
	October	24	
	November	07, 21	
	December	05, 19	
<u>2017</u>	January	05	- Re-Organization Meeting
	January	05	

**2017 – Tentative Meetings (Dates subject to change - Will be reviewed at the January 3, 2017 meeting)**

January	23
February	13
March	06, 20
April	03, 24
May	01, 15
June	05, 19

Any changes or additions to this calendar will be announced pursuant to the New Jersey Open Public Meetings Act.

Springfield, New Jersey  
Date: January 4, 2016

Matthew A. Clarke  
Business Administrator/Board Secretary

Copy to: The Local Source, Star Ledger, Township Clerk, Springfield Public Library, Sarah Bailey, Civic Center  
Posted at Board Office and each school, and District website – [www.springfieldschools.com](http://www.springfieldschools.com)

BOARD ATTORNEYS

<u>Attorney</u>	<u>Firm</u>	<u>Rate</u>
Vito A. Gagliardi, Jr., Kerri Wright, & Tom Johnston	Porzio Bromberg & Newman PC	\$185/hour (\$135/hour for paralegals)

**Resolution  
Purchasing Agent  
January 4, 2016**

**WHEREAS**, the Public School Contracts Law gives the Board of Education the ability to increase their bid threshold up to \$40,000; and

**WHEREAS**, N.J.S.A. 18A-3a, permits an increase in the bid threshold if a qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

**WHEREAS**, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

**WHEREAS**, Matthew A. Clarke possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

**WHEREAS**, the Springfield Board of Education desires to increase the bid threshold as provided in N.J.S.A. 18A:18A-3; now, therefore, be it

**RESOLVED**, that the governing body of the Springfield Board of Education, in the County of Union, in the State of New Jersey hereby increases its bid threshold to \$36,000; and be it further

**RESOLVED**, that the governing body hereby appoint Matthew A. Clarke as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A: 18A-2b with specific authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

**RESOLVED**, that in accordance with N.J.A.C. 5:35-5.2, the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Matthew A. Clarke's certification to the Director of the Division of Local Government Services.

I, Matthew A. Clarke, Secretary of the Springfield Board of Education, in the County of Union, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Springfield Board of Education, County of Union, State of New Jersey at a regular meeting of said governing body held on January 4, 2016.

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Matthew A. Clarke  
Business Administrator/Board Secretary