

SPRINGFIELD BOARD OF EDUCATION
Springfield, New Jersey

MISSION STATEMENT

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!

Regular Meeting March 13, 2017

A. Call to Order and Statement by Board President Robin Cornelison

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 and revised February 6, 2017.

B. Roll Call: Mr. Scott Donner, Mr. Marc Miller, Mr. Hector Munoz, Mrs. Jacqueline Shanes, Mr. Scott Silverstein, Mrs. Hilary Turnbull, Mr. Steven Wolcott, Mrs. Elissa Zylbershlag, Mrs. Robin Cornelison

C. Closed Session

1. SUGGESTED MOTION: "I move 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 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

D. Reconvene from Closed Conference

1. SUGGESTED MOTION: "I move approval to reconvene to the to the Regular Meeting Agenda of the Board of Education."

- E. Pledge of Allegiance
- F. Communications
- G. SUGGESTED MOTION: “I move to approve the following minutes:
Regular Meeting - February 27, 2017
- H. Superintendent Report
 - 1. Student/Staff Recognitions
 - 2. 2017-2018 Tentative Budget Presentation
 - 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

SUGGESTED MOTION: “I move to accept and approve the Superintendent’s Report as presented.”

- I. Public Input of Items of the Agenda of the Regular Meeting

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.

- J. Finance Committee – Mr. Donner
 - 1. SUGGESTED MOTION: “I move to approve the Board Secretary’s Report dated January 31, 2017 and that it be received and placed on file.”
 - 2. SUGGESTED MOTION: “I move to approve the Treasurer’s Report dated January 31, 2017 and that it be received and placed on file.”
 - 3. SUGGESTED MOTION: “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 January 31, 2017 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.”
 - 4. SUGGESTED MOTION: “I move approval of the attached resolution authorizing the submission to the Union County Executive Superintendent of Schools the tentative 2017-2018 School District Budget of \$42,067,375.00 and authorize the administration to make necessary adjustments and post legal notices as set forth in N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.” (Attachment A1)

ROLL CALL VOTE

I so recommend M.D.

5. SUGGESTED MOTION: "I move that the Board of Education approve the attached resolution regarding travel and expense reimbursement for Board and Staff members during the 2017-18." (Attachment A2)

K. School Government Committee – Mr. Silverstein

1. SUGGESTED MOTION: "At the recommendation of the Superintendent, I move approval of the appointment of personnel on the attachment." (Attachment B)

ROLL CALL VOTE I so recommend M.D.

2. SUGGESTED MOTION: "At the recommendation of the Superintendent, I move approval of the attached personnel travel for Professional Development." (Attachment C)

ROLL CALL VOTE I so recommend M.D.

3. SUGGESTED MOTION: "At the recommendation of the Superintendent, I move that the Board of Education approve Special Education request for Related Services/Placements on the attachment." (Attachment D)

ROLL CALL VOTE I so recommend M.D.

4. SUGGESTED MOTION: "Move that, the Board of Education affirms the HIB Report previously presented at the following Board meeting:
February 27, 2017."

ROLL CALL VOTE I so recommend M.D.

5. SUGGESTED MOTION: "At the recommendation of the Superintendent, I move approval of the attached personnel for following courses as being eligible for Tuition Grant reimbursement and applicable for advancement on the guide." (Attachment E)

ROLL CALL VOTE I so recommend M.D.

6. SUGGESTED MOTION: "At the recommendation of the Superintendent, I move the following overnight field trip –
 - JDHS Quiz Bowl – Rosemount, IL (April 28 – April 30, 2017)."

ROLL CALL VOTE I so recommend M.D.

7. SUGGESTED MOTION: "At the recommendation of the Superintendent, I move to approve the following revised curriculum –
 - AP Computer Science Principles - High School."

- L. Buildings and Grounds – Mr. Wolcott
 - 1. SUGGESTED MOTION: “I move approval of Change Order #1 in the amount of \$2,500.00 to Pennoni Associates Inc., Edison, NJ for additional engineering services and project number 2016-01.” (JDHSBF P4 - Attachment F)

ROLL CALL VOTE

I so recommend M.D.

- M. Open Public Session

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- N. New Business

- O. Old Business

- P. Adjournment

Upcoming Meetings:

- 1. Regular Meeting – March 20, 2017 at 7:30 PM in the IMC at JDHS
- 2. Regular Meeting – April 3, 2017 at 7:30 PM in the IMC at JDHS

RESOLUTION

WHEREAS, the Springfield Board is required by N.J. 18A:7a-28 to submit an itemized budget to the County Executive Superintendent of Schools on or before March 13, 2017, and

WHEREAS, the County Superintendent must review and may request changes in the itemized budget;

NOW, THEREFORE BE IT RESOLVED that the proposed 2017-2018 School Budget be tentatively adopted as follows, subject to the approval of the County Superintendent of Schools:

	Budget	Tax Levy
General Fund	\$40,488,311.00	\$38,098,213.00
Special Revenue	\$603,814.00	\$0.00
Debt Service	\$975,250.00	\$975,250.00
Total Budget	\$42,067,375.00	

And

BE IT FURTHER RESOLVED THAT

1. The Superintendent of Schools and the Business Administrator/Board Secretary be authorized to submit the proposed 2017-2018 School District Budget as presented on the State required forms to the County Superintendent of Schools for review and approval; and
2. The Superintendent of Schools and Business Administrator/Board Secretary be authorized to make changes or revisions to the proposed 2017-2018 School District Budget if so recommended by the Union County Executive Superintendent of Schools.
3. The Business Administrator/Board Secretary be authorized to advertise said tentative budget in the Local Source in accordance with the form suggested by the State Department of Education and according to law.

**Travel and Related Expense Reimbursement
2017-2018**

WHEREAS, the Springfield Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$56,074.00 for all staff and board members.

**Springfield Public Schools
Personnel**

Attachment (B)

Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
Certificated Staff								
DeNicolò	Anthony	Transition SS Coordinator	JDHS	----	54.29/hr	----	up to 80 hours	6/26/17-7/25/17
Townsend	Kyle	Transition SS English	JDHS	----	54.29/hr	----	up to 80 hours	6/26/17-7/25/17
Tuttle	Kimberly	Transition SS English	JDHS	----	54.29/hr	----	up to 80 hours	6/26/17-7/25/17
Moore	Erica	Trans SS Life Skills Coach	JDHS	----	54.29/hr	----	up to 80 hours	6/26/17-7/25/17
Cokeing	Mary	Trans SS Social Studies	JDHS	----	54.29/hr	----	up to 80 hours	6/26/17-7/25/17
Griffin	Sarah	Trans SS Math	JDHS	----	54.29/hr	----	up to 80 hours	6/26/17-7/25/17
Mortensen	Jen	Trans SS Science	JDHS	----	54.29/hr	----	up to 80 hours	6/26/17-7/25/17
DiGangi	Steven	Producer	JDHS	----	\$ 2,750.00	----	----	3/1/17-4/2/17
Krupit	Benjamin	Pit Coordinator	JDHS	----	\$ 1,700.00	----	----	3/1/17-4/2/17
Hilton	David	Pit Musician	JDHS	----	\$ 525.00	----	----	3/1/17-4/2/17
Salmon	Gregory	Pit Musician	JDHS	----	\$ 525.00	----	----	3/1/17-4/2/17
Matt	Paige	lementary Leave Replacement	Walton	Step 0/BA	\$ 54,175.00	----	cover for JR	4/3/17-6/21/17
Griffin	Sarah	After-School Tutoring	JDHS	----	35.50/hr	----	----	2/28/17-6/15/17
Townsend	Kyle	After-School Tutoring	JDHS	----	35.50/hr	----	----	2/28/17-6/15/17
Strober	Dana	Saturday Tutorial	FMG		\$35.50 per	new	max 15 hours (5 sessions)	3/18 - 4/29
Best	Crystal	Saturday Tutorial	FMG		\$35.50 per	new	max 15 hours (5 sessions)	3/18 - 4/29
Schwartzberg	Genny	Saturday Tutorial	FMG		\$35.50 per	new	max 15 hours (5 sessions)	3/18 - 4/29
Gillen	Allison	Saturday Tutorial	FMG		\$35.50 per	new	max 15 hours (5 sessions)	3/18 - 4/29
Gawron	Kathryn	Saturday Tutorial (Substitute	FMG		\$35.50 per	new	max 15 hours (5 sessions)	3/18 - 4/29
Mirabella	Michael	Saturday Tutorial (Substitute	FMG		\$35.50 per	new	max 15 hours (5 sessions)	3/18 - 4/29

Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
Substitute/Home instructor/Volunteer								
Martinez	Jennifer	Home Instructor	District	---	30.00/hr	New	---	9/1/16-6/30/17
Matt	Paige	Substitute Teacher	District	---	****	New	---	3/14/17-6/30/17
Ibida	Chibueze	Substitute Teacher/Aide	District	---	****	New	---	3/14/17-6/30/17
Hecht	Barry	Substitute Teacher	District	---	****	New	---	3/14/17-6/30/17
Fischbein	Ellen	Substitute Teacher	District	---	****	New	---	3/14/17-6/30/17
Godfrey	Blair	Substitute Teacher/Aide	District	---	****	Renewal	---	3/14/17-6/30/17
Salguero	Carlos	Substitute Custodian	District	---	****	New	---	3/14/17-6/30/17
Seeley	Kyle	Substitute Aide	District	---	****	New	---	3/14/17-6/30/17
Rodriguez	Brian	Substitute Teacher/Aide	District	---	****	New	---	3/14/17-6/30/17

**Springfield Public Schools
Personnel**

Attachment (B)

Last Name Non-Certificated	First Name	Position	Location	Guide/Step	Salary	Renewal/New	Information	Effective Date
Last Name Before and After School Program/Childcare	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
Seeley	Kyle	Substitute Group Leader	District	---	\$23.81/hour	New	---	3/13/17-6/30/17

* 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
Alamorian	Christine	EVW	Get Your Vegetable Garden Growing	Scotch Plains	May 25 2017	50.00	Mar 13 2017
Berger	Debra	EVW	Get Your Vegetable Garden Growing	Scotch Plains	May 25 2017	50.00	Mar 13 2017
Boehm	Tiffany	District	Women's Leadership Conf	Monroe Township	Mar 30 2017	169.00	Mar 13 2017
Clarke	Matthew	District	NJASBO Annual Conference	Atlantic City	June 7-9, 2017	0.00	Mar 13 2017
Fischer	Lauren	EVW	Get Your Vegetable Garden Growing	Scotch Plains	May 25 2017	54.83	Mar 13 2017
Lipari	Kelley	EVW/JC/TLS	NJAGC Annual Conference	West Windsor	Mar 17 2017	160.42	Mar 13 2017
Olive	Virginia	FMG	Helping Students w/Anxiety	Kinnelon	Mar 24 2017	14.57	Mar 13 2017
Scudero	Erica	District	Women's Leadership Conf	Monroe Township	Mar 30 2017	182.82	Mar 13 2017
Van Deursen	Matthew	JD	Coaching Clinic	Villanova	Mar 17 2017	52.82	Mar 13 2017

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

Attachment (D)

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>
The Center for Neurological and Neurodevelopmental Health (CNNH) Voorhees, NJ	Neurological Evaluation	\$600/Eval	Per IEP	2016 - 17 SY	
Bartky Health Care Center Livingston, NJ	Psychiatric Evaluation	\$1,050/Eval	Per IEP	2016 - 17 SY	
Educational Services Commission of NJ Piscataway, NJ	Bilingual CST Evaluations	1061.00	Per IEP	2016 - 17 SY	
Essex Regional Education Services Commissi Fairfield, NJ	Home Instruction	\$43.30/Hr.	Per IEP	2016 - 17 SY	
Education, Inc. Plymouth, Ma.	Bedside Instruction	\$49.00/Hr.	Per IEP	2016 - 17 SY	
Stacey Spencer, Ed.D Morris Psychological Group Parsippany, NJ	Neuropsychological Evaluation	\$2,750.00/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>
The Phoenix Center Nutley, NJ	0701	3,018.00	2015-2016 SY	Tuition Adjustment (Audit)
Roxbury Township BOE Succasunna, NJ	1913	4,607.90	2016-17 SY	Additional Tuition
Fusion Academy Morristown, NJ	2219	3,000.00	2016-17 SY	Tutor/Mentoring
Cerebral Palsy of North Jersey Inc. Livingston, NJ		683.00 4,046.00	2014-15 SY	Tuition Adjustment (Audit)
Montgomery Academy Basking Ridge, NJ		11,454.00	2015-16 SY	Tuition Adjustment (Audit)

**TUITION GRANTS
Summer/Fall 2017**

Attachmewnt (E)

Stephanie Carlson	Shakespeare Studies: Tragedies	Graduate
Mark Cugliari	Curriculum in PE Sport Marketing & Public Relations	Graduate Graduate
April Forys	Research in Transcultural Nursing Administration II Transcultural Nursing Administration Practice III Nursing and Organizational Theory	Graduate Graduate Graduate
Deanna Leonardis	Creating Health and Balance in Today's Classroom The Kinesthetic Classroom – Teaching And Learning Through Movement Teaching Writing and Thinking Across The Curriculum	Graduate Graduate Graduate
Kristin Livingstone	Modes of Inquiry and Research Universal Design for Learning Teaching, Writing and Thinking Across Curriculum	Graduate Graduate Graduate
Caitlin McGowan	Creating Health and Balance in Today's Classroom The Kinesthetic Classroom – Teaching And Learning Through Movement Teaching Writing and Thinking Across The Curriculum	Graduate Graduate Graduate
David Steinman	Curriculum in PE Methods of Inquiry and Analysis	Graduate Graduate

(F)



CHANGE TO SCOPE/SCHEDULE/FEE

Date: 2/24/17
 Pennoni Project #: SBOE1601
 Scope Change #: 01

Project Title: Jonathan Dayton High School Comprehensive Façade Phase 4
 Project Location: 139 Mountain Avenue, Springfield, NJ 07081
 Client Responsible Party: Matt Clarke, Business Manager
 Client Address: 139 Mountain Ave, Springfield, NJ 07081
 Client Phone: 973-376-1025 Fax: _____ Email: mclarke@springfieldschool

Description of Change(s):

For services to rebid Phase 4. The detailed list of services includes:

- Revisions to drawings and specifications for new bid dates and reissue of the bid package (1 hour)
- Revise front end specification for new boiler plate updated during Phase 5 per the Springfield Board of Education (2 hours)
- Attendance at pre-bid meeting (4 hours)
- Review and response to bidder questions during the revised bid period (3 hours)
- Review the submitted bids, evaluate bidder qualifications and experiences, review bidder references, host phone conferences with up to three (3) bidders to verify their submitted bids are complete, and prepare a bid review letter to the Springfield Board of Education (10 hours)

Revised Due Date: 3/6/17

Original Contract Amount	\$ 82,700.00
Amount of Other Scope Changes	\$ 0.00
Amount of this Scope Change	\$ 2,500.00
New Contract Total	\$ 85,200.00

PAYMENT/FEES: TIME/MATERIALS UNIT RATE ATTACHED ESTIMATED FEE LUMP SUM

Services will be completed in accordance with the terms and conditions agreed upon in the original contract.

- This document serves as an addendum to the original contract.
- Please sign below and return to us. This will serve as our agreement and becomes effective immediately to proceed with the change(s) described above.

Client Authorized Signature	Date	 Pennoni Associates Signature	<u>2/24/17</u> Date
Client Name/Title (printed)		Todd M. Hay, PE, CME / Regional Vice President Pennoni Associates Name/Title (printed)	