

SUBJECT TO BD APPROVAL DRAFT COPY
SPRINGFIELD BOARD OF EDUCATION
MARCH 2, 2015
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 Instructional Media Center-First Floor on Monday, March 2, 2015 at 7:06 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, 2015.

1. CALL TO ORDER

The meeting was called to order by Board President, Mr. Scott Silverstein.

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

Also Present:

Mr. Matthew Clarke, Business Administrator/Board Secretary
Mrs. Ellyn Atherton, Human Resources

2. CLOSED SESSION (7:07 PM – 8:05 PM)

Moved by Mr. Wolcott, seconded by Mrs. Venezia, 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

Yeas: Unanimous by all Members present.

MOTION CARRIED

3. RECONVENE FROM CLOSED SESSION TO REGULAR MEETING

Moved by Mr. Wolcott, seconded by Mrs. Shanes, approval to reconvene to the Regular Meeting Agenda of the Board of Education.

Yeas: Unanimous by all Members present.

MOTION CARRIED

4. PLEDGE OF ALLEGIANCE

5. COMMUNICATIONS

1. NJSBA

Listing of upcoming events -

Union County SBA will be discussing *Legal Issues in Social Media & Technology* on March 11th from 6:45 – 9:00.

The Online Radio presentation from February 27th, *Parents and PARCC*, can be heard on the rebroadcast.

Analyzing & Constructing Salary Guides will be presented on March 14th at the RWJ Hamilton Center in Mercerville from 9 AM – 6PM.

School Board Notes February 25th.

2. NSBA, National Connections Newsbytes from February 26th.

3. Notice to property owners within 200 feet, of hearing application from the Springfield Planning Board regarding Day Care near Sandmeier.

6. MINUTES

Moved by Mr. Wolcott, seconded by Mrs. Shanes, to approve the following minutes:

Executive Meeting - February 23, 2015

Regular Meeting - February 23, 2015

Yeas: Mrs. Robin Cornelison, Mr. Scott Donner, Mr. Dermot McLeer,
Mr. Marc Miller, Mrs. Jacqueline Shanes, Mrs. Patricia Venezia,
Mr. Steve Wolcott, Mr. Scott Silverstein

Abstention: Mrs. Elissa Zylbershlag

MOTION CARRIED

7. SUPERINTENDENT'S REPORT

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

1. Student/Staff Recognitions

2. 2015-2016 Budget Presentations

a. Department of Instruction – Mrs. Erica Scudero

b. HR and Staff Development/Training – Mrs. Ellyn Atherton

c. Department of Special Education - Mrs. Alexis Piombino

d. Department of Technology – Mrs. Sharon Nagy-Johnson

e. Department of Business - Mr. Matthew Clarke

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

Yeas: Unanimous by all Members present.

MOTION CARRIED

8. PUBLIC SESSION (8:43-8:49PM)

The following members of the public had questions or comments regarding the agenda or Superintendent's Report:

- Elaine Farman, Agenda Item – Superintendent's report #2
- Jeff Kaeshaffer, Agenda Items – Superintendent's report #2 and Building & Grounds #1

9. BOARD SECRETARY'S REPORT

Moved by Mrs. Cornelison, seconded by Mrs. Venezia, Board Secretary's Report dated January 31, 2015, and that it be received and placed on file.

Yeas: Unanimous by all Members present.

MOTION CARRIED

10. TREASURER'S REPORT

Moved by Mrs. Cornelison, seconded by Mrs. Venezia, approve the Treasurer's Report dated January 31, 2015, and that it be received and placed on file.

Yeas: Unanimous by all Members present.

MOTION CARRIED

11. LEGAL CERTIFICATION

Moved by Mrs. Cornelison, seconded by Mrs. Venezia, Pursuant to N.J.A.C. 6:20-2.13 (e) and after review of the Board Secretary's and Treasurer's monthly financial report and upon consultation with the appropriate district officials, I move the Board certify that to the best of its knowledge as of January 31, 2015, 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

12. PERSONNEL APPOINTMENTS

Moved by Mr. Wolcott, seconded by Mrs. Shanes, 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

13. PROFESSIONAL DEVELOPMENT

Moved by Mr. Wolcott, seconded by Mrs. Shanes, 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

14. HIB REPORT

Moved by Mr. Wolcott, seconded by Mrs. Shanes, the Board of Education affirms the HIB Report previously presented at the following Board meeting:
February 23, 2015.

Yeas: Unanimous by all Members present. MOTION CARRIED

15. AFFIRMATION OF HIB CASE JDHS1409

Moved by Mr. Wolcott, seconded by Mrs. Shanes, that the Board of Education affirm the following HIB Resolution:

WHEREAS, the Board has held a hearing as requested by the parent of student 1 in connection with HIB Case No. JDHS 1409; and

WHEREAS, the Board has determined that the non-finding of HIB was appropriate.

NOW THEREFORE BE IT RESOLVED THAT the Superintendent's report as relates to Case No. JDHS 1409 as presented to the Board at its February 23, 2015 meeting be and hereby is affirmed.

Yeas: Unanimous by all Members present. MOTION CARRIED

16. PENNONI ASSOCIATES PROFESSIONAL SERVICES GAUDINEER FIELD

Moved by Mr. Donner, seconded by Mrs. Shanes, at the recommendation of the Superintendent, approval of Pennoni Associates, engineer of record, for professional services on the Florence Gaudineer Middle School Athletic Fields project for all professional services at a cost of \$74,500.

Yeas: Unanimous by all Members present. MOTION CARRIED

17. FIRST READING BOARD MEMBER CONFLICT POLICY

Moved by Mr. McLeer, seconded by Mrs. Cornelison, to approve the first reading of the following policies (Attachment C):

Policy #9270.1 - Board Member conflict PTA/PTSO

Yeas: Unanimous by all Members present. MOTION CARRIED

18. SECOND & FINAL READING NUTRITION POLICY

Moved by Mr. McLeer, seconded by Mrs. Cornelison, approval of the second and final reading of the following policies (Attachment C1):

Policy #3542.1 - Student Nutrition

Yeas: Unanimous by all Members present. MOTION CARRIED

19. PUBLIC SESSION (8:54 – 9:02 PM)

The following members of the public had questions or comments regarding the school calendar and Read Across America:

Elaine Farman

Ziad Shehady

20. NEW BUSINESS

1. Boys and Girls Varsity Basketball Teams will play at home Tuesday, March 3rd in the first round of State competitions.
2. The Dayton Winter Sports Awards ceremony will be on April 8th.
3. The Board reviewed and clarified the Township Liaison representatives, and the Township Municipal Alliance representative.

21. ADJOURNMENT

Moved by Mr. Wolcott, seconded by Mr. McLeer, to adjourn the regular meeting at 9:15 PM.

Yeas: Unanimous by all Members present.

MOTION CARRIED

Upcoming Meetings:

1. Regular Meeting – March 16, 2015 at 7:30 PM in the IMC at JDHS
2. Regular Meeting – April 13, 2015 at 7:30 PM in the IMC at JDHS

Matthew A. Clarke
Business Administrator/Board Secretary

**Springfield Public Schools
Personnel**

Attachment (A)

Last Name Certificated	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
Lynn	Patricia	Elementary Teacher	JCS	----	----	----	Retirement	June 30, 2015

Last Name Substitute/Home instructor/Volunteer	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
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Last Name Non-Certificated	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
Abbate	Robert	Volunteer Asst Coach Baseb	JDHS	-----	-----	-----	-----	3/3/15-6/30/15
Mayo	Marquay	Volunteer Asst Coach Baseb	JDHS	-----	-----	-----	-----	3/3/15-6/30/15

Last Name Before and After School Program/Childcare	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
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* In accordance with the Negotiated Contract between the Springfield BOE and the Springfield Education Association (July 1, 2013-June 30, 2016)

**** Special Salaries, Compensation and Fees 2014-2015

CONFERENCE/CONVENTION/WORKSHOP REQUESTS 2014-2015							
LAST NAME	FIRST NAME	SCHOOL	DESCRIPTION	LOCATION	DATE	AMOUNT	BOE APPROVED
Altman	Renee	EVW	Managing School Refusal	Mountainside	3/20/15	\$0.00	3/2/15
Clarke	Matthew	District	NJASBO Annual Conference	Atlantic City	6/3-6/5/15	\$500.00	3/2/15
Mar 2 2015 BOE Meeting							

SPRINGFIELD PUBLIC SCHOOLS
Springfield, New Jersey 07081

POLICY: BOARD MEMBER CONFLICT PTA/PTSO

In order to avoid the appearance of impropriety and avoid any potential conflict of interest, no Board member shall hold an Executive office of a PTA or PTSO. In addition, no Board member shall be in a committee chair for any PTA or PTSO committee.

Similarly, in order to avoid the appearance of impropriety and to avoid any conflict of interest, no Board member's spouse shall hold an Executive Office of a PTA or PTSO. A Board member's spouse may chair any other PTA or PTSO committee provided that any requests related to such committee to the administration, building principal, or staff shall be made through a member of the PTA or PTSO Executive Committee.

The Board encourages Board members and their spouses to be active members of the PTA or PTSO.

Approved: February 2, 2015

Revised:

SPRINGFIELD PUBLIC SCHOOLS
Springfield New Jersey 07081

POLICY: STUDENT NUTRITION

The Board of Education recognizes child and adolescent obesity has become a major health concern in the United States. The Healthy, Hunger Free Kids Act of 2010 (HHFKA), funds child nutrition programs and establishes required nutrition standards for school lunch and breakfast programs. In accordance with the requirements of the HHFKA each school in the district shall implement this Wellness Policy that includes goals for nutrition promotion, nutrition education, physical activity, and other school-based activities that promote student wellness.

A. Wellness Policy Goals

The goals as outlined below shall apply to each school in the district.

1. Goals for Nutrition Promotion — The following activities will be coordinated in each school in the district:
 - a. Posters will be posted on the walls where food and beverages are served to students highlighting and encouraging the value of good nutrition.
 - b. Food service staff, in consultation with the Principal or designee, will coordinate obtaining student input on menu planning With the goal of seeking popular and healthy dining choices.
 - c. Food service staff will, whenever possible, place the healthier food items in the service line where students are more likely to choose them.
 - d. Parents will be provided the nutritional standards of the HHFKA.
2. Goals for Nutrition Education — The following activities will be coordinated in each school in the district:
 - a. The Principal will ensure each student receives at least one presentation per school year that

promotes good nutrition and nutrition education. These presentations may be provided through classroom visits from school staff members trained in nutrition, school-wide or group assembly programs, during health/physical education classes during the school year, or any other presentation manner. This requirement may be provided as part of nutrition education provided to students as part of the district's curriculum.

- b. The Principal or designee will post the nutritional guidelines of the HHFKA in the area of the school building where food and beverages are served.
- c. Nutritional information, recipes, ingredient labels, and information that encourages the selection of healthy food items will be available.

3. Goals for Physical Activity

- a. The following activities will be coordinated in each elementary school in the district:
 - (1) All students shall receive health/physical education under the supervision of a properly certified teaching staff member as required by the New Jersey Department of Education.
 - (2) The Principal or designee will ensure there is age-appropriate equipment and supplies available during recess time for students to participate in physical activities.
 - (3) Students will be encouraged by school staff members supervising student recess time to participate in some type of physical activity, which may include, but not be limited to: walking; playing games that require physical activity, such as kick ball, volleyball, baseball, basketball, etc.; rope jumping; and/or using playground equipment.
 - (4) The Principal will encourage classroom

teachers to incorporate brief, physical activity breaks into the school day to establish an environment that promotes regular physical activity throughout the school day.

- (5) The Principal or designee will coordinate special events that highlight physical activity, which may include field days, walk-a-thons, and activity tournaments or competitions. The Principal or designee may involve parents, community members, and students in the planning of these events.

b. The following activities will be coordinated in each middle school in the district:

- (1) All students shall receive health/physical education under the supervision of a properly certified teaching staff member as required by the New Jersey Department of Education.
- (2) The Board of Education may offer middle school students opportunities to participate in after-school intramural and/or interscholastic team activities coordinated and under the supervision of school staff members.
- (3) The Board of Education will support after-school activities and clubs where physical activity for students is included as a key component to the activity's or club's purpose. These clubs may include, but not be limited to, gardening clubs, walking clubs and exercise classes.

c. The following activities will be coordinated in each high school in the district:

- (1) All students shall receive health/physical education under the supervision of a

properly certified teaching staff member as required by the New Jersey Department of Education.

- (2) The Board of Education will offer high school students opportunities to participate in after-school intramural and/or interscholastic team activities coordinated and under the supervision of school staff members.
 - (3) The Board of Education will support after-school activities and clubs where physical activity for students is included as a key component to the activity's or club's purpose. These clubs may include, but not be limited to, gardening clubs, walking clubs and exercise classes.
4. Goals for Other School-Based Activities - The following activities will be coordinated in each school in the district:
 - a. Each school in the district will establish a Wellness Committee comprised of the Principal or designee, a health/physical education teacher, a school nurse, parents, students, and food service staff member.
5. Annual School Progress Report
 - a. The goals for nutrition promotion, nutrition education, physical activity, and other school-based activities that promote student wellness shall be evaluated annually at each school and by the school's Wellness Committee.
 - b. The Annual School Progress Report shall present the extent to which each school is in compliance with this Policy, the progress made in attaining the goals of this Policy, any recommended changes to this Policy, and an action plan for the following school year to achieve the school's annual goals and objectives.
6. Annual District Summary Progress Report

- a. Upon receiving the Annual School Progress Report from each school, the Superintendent or designee will compile an Annual District Summary Progress Report to be presented to the Board of Education at a public meeting before the beginning of the school year. The public will be provided an opportunity to review and comment on the Annual District Summary Progress Report at the Board meeting.
- b. Revisions to this Policy will be recommended by the Superintendent or designee to be approved periodically by the Board of Education.

B. Nutrition Guidelines for All Foods and Beverages

1. The Board of Education requires each school in the district to comply with the Federal school meal nutrition standards and the smart snacks in accordance with the requirements HHFKA. The nutritional standards shall apply to all foods and beverages sold in each school in the district as part of the menu pattern meal, a la carte, in school stores, snack bars, or vending machines. The food requirements for any food sold in schools must meet a range of calorie and nutrient requirements as outlined in the HHFKA.
2. The school district will comply with the HHFKA beverage requirements and beverage portion requirements for elementary, middle, and secondary schools. Each school will make potable water available to children at no charge in the place where breakfast, lunch, and afterschool snacks are served during meal service.
3. On-campus fundraisers involving food or beverage items must meet the Smart Snack standards of the HHFKA. The nutrition standards of the HHFKA do not apply to non-school hours, weekends, and off-campus fundraising events. The United States Department of Agriculture defines school day as starting from midnight to thirty minutes after the end of the school day. Fundraisers involving the sale of food or beverages must be submitted to the Principal or designee for approval. Every effort shall be made to assure food and

beverages served during special school celebrations or during curriculum related activities comply with this policy, with the exception of foods of minimal nutritional value as defined by USDA regulations. If food is necessary for approved large group snack, then these products must be purchased through the board approved food service in the district and must conform to the district's nutritional policy. Food brought in from outside sources will not be permitted to be served to students during the school day.

C. District Coordinator

The Superintendent or designee shall be the school district official responsible to ensure each school in the district complies with the requirements as outlined in this Policy.

D. Publication/Dissemination

This Policy will be made available to staff members, students, and parents by being posted on the school district and/or school websites.

The Healthy, Hunger-Free Kids Act of 2010

Legal References:

N.J.S.A. 18A:11-1 General mandatory powers and duties
N.J.S.A. 18A:18A-4.1 f,h. Use of competitive contracting in lieu of public bidding;
boards
of education
N.J.S.A. 18A:18A-6 Standards for purchase of fresh milk; penalties; rules and regulations
N.J.S.A. 18A:33-3 through -5 Cafeterias for pupils
N.J.S.A. 18A:33-9 through -14 Findings, declarations relative to school breakfast
programs..
N.J.S.A. 18A:54-20 Powers of board (county vocational schools)
N.J.S.A. 18A:58-7.1 through -7.2 School lunch program ...
N.J.A.C. 2:36-1.1 et seq. Child Nutrition Programs See particularly:
N.J.A.C. 2:36-1.7 Local school nutrition policy
N.J.A.C. 6A:16-5.1(b) School safety plans
N.J.A.C. 6A:23-2.6 Supplies and equipment
N.J.A.C. 6A:32-12.1 Reporting requirements
N.J.A.C. 6A:32--14.1 Review of mandated programs and services
N.J.A.C. 6A:30-1.1 et seq. Evaluation of the Performance of School Districts
Sec. 204 at the Federal Child Nutrition and WIC Reauthorization Act of 2004 (P.L. 108-
265)
42 U.S.C. 1751 et seq. Richard B. Russell National School Lunch Act
42 U.S.C. 1771 et seq. Child Nutrition Act of 1966
7 C.F.R. Part 210 Medically authorized special needs diets

7 C.F.R. Part 210.10 Foods of minimum nutritional value

Cross References:

1200 Participation by the public

1220 Ad hoc advisory committees

3000/3010 Concepts and roles in business and non-instructional operations; goals and objectives

3220/3230 State funds; federal funds

3450 Money in school buildings

3510 Operation and maintenance of plant

3542 Food Service

3542.31 Free or reduced-price lunches/milk

3542.44 Purchasing

4222 Non-instructional aides

5131 Conduct/discipline

9123 Appointment of board secretary

9124 Appointment of business official

Adopted: August 20, 2007

Revised: March 19, 2012

Revised: November 3, 2014

Revised: