

**SPRINGFIELD BOARD OF EDUCATION
Springfield, New Jersey
REGULAR MEETING FEBRUARY 7, 2011**

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, February 7, 2011 at 7:20 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 April 26, 2010.

1. CALL TO ORDER

The meeting was called to order by Board President, Mr. Irwin Sablosky

Present: Mr. Anthony Delia, Mr. Andrew Fekete Mr. Brian Kass, Mr. Scott Silverstein, Mr. Jeff Strumpf, Mrs. Patricia Venezia, Mrs. Jacqueline Shanes, Mr. Steve Wolcott, Mr. Irwin Sablosky

Also Present:

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

2. CLOSED SESSION (7:21 – 7:45 PM)

Moved by Mr. Silverstein, seconded by Mr. Kass 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 Negotiations, and 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.”

DRAFT COPY SUBJECT TO REVISIONS BY BOARD

Closed Conference Items

1. Matters protected by Attorney/Client privilege
2. Negotiations

3. RECONVENE

Moved by Mr. Silverstein, seconded by Mrs. Venezia, 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. A second notice from NJSBA Delegate Assembly regarding the resolution cutoff date, February 28, 2011 at 5:00 PM.
2. UCSBA is holding a Shared Service Roundtable on February 9, 2011 at the Westlake School in Westfield. Board members wishing to attend are to contact Mr. Clarke by close of business on Tuesday.

6. MINUTES

Moved by Mr. Silverstein, and seconded by Mrs. Venezia, to approve the following minutes:

Executive Meeting	- January 24, 2011
Regular Meeting	- January 24, 2011

Yeas: Mr. Anthony Delia, Mr. Andrew Fekete, Mr. Brian Kass, Mrs. Jacqueline Shanes, Mr. Scott Silverstein, Mr. Jeff Strumpf, Mrs. Patricia Venezia, Mr. Irwin Sablosky

Abstention: Mr. Steve Wolcott

MOTION CARRIED

7. BOARD PRESIDENT'S REPORT

Mr. Sablosky recognized Mr. Davino as one of the nations top ten educators that was recently announced by eSchool News who best exemplify outstanding leadership and vision in using technology to advance their districts educational goals.

8. SUPERINTENDENT'S REPORT

Moved by Mr. Delia, seconded by Mrs. Shanes, to accept and approve the Superintendent's Report as presented.

Mr. Davino reviewed the following items:

1. 2011-2012 Budget Presentations

- a. Jonathan Dayton High School - Mrs. Elizabeth Cresci
- b. Gaudineer Middle School - Mr. Tim Kielty
- c. Sandmeier Elementary School – Mrs. Hillary Corburn
- d. Caldwell Elementary School - Mr. Dave Rennie
- e. Walton Early Childhood Center – Mr. Michael Plias
- f. Department of Technology – Mrs. Daniela Tattoli
- g. Department of Special Education – Mrs. Ellyn Atherton
- h. Department of Instruction – Mrs. Ellyn Atherton
- i. Non-Instructional Support - Mr. Matthew Clarke

2. Should any days be needed because of school closing(s), the following schedule will be followed:

- Any day between now and February 17th, the 18th will become a school day
- If another day is needed, April 25th will become a school day.

3. Building Usage Request

4. Fund Raiser Request

5. Fieldtrip Request

Yeas: Unanimous by all Members present.

MOTION CARRIED

9. FIRST PUBLIC SESSION (9:29 PM)

There were no questions or concerns from the public regarding the agenda.

10. BOARD SECRETARY'S REPORT

Moved by Mr. Delia, seconded by Mrs. Shanes, to approve the Board Secretary's Report dated December 31, 2010 and that it be received and placed on file.

Yeas: Unanimous by all Members present.

MOTION CARRIED

11. TREASURER'S REPORT

Moved by Mr. Delia, seconded by Mrs. Shanes, to approve the Treasurer's Report dated December 31, 2010 and that it be received and placed on file.

Yeas: Unanimous by all Members present.

MOTION CARRIED

12. TRANSFERS

Moved by Mr. Delia, seconded by Mrs. Shanes, move the 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

13. LEGAL CERTIFICATION

Moved by Mr. Delia, seconded by Mrs. Shanes, 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, 2010 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

14. PERSONNEL APPOINTMENTS

Moved by Mrs. Venezia, seconded by Mrs. Shanes, 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

15. PROFESSIONAL DEVELOPMENT TRAVEL

Moved by Mrs. Venezia, seconded by Mrs. Shanes, 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

16. SPECIAL SERVICES PLACEMENT AND RELATED SERVICES

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

Yeas: Unanimous by all Members present.

MOTION CARRIED

17. TUITION GRANT

Moved by Mrs. Venezia, seconded by Mrs. Shanes, 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)

Yeas: Unanimous by all Members present.

MOTION CARRIED

18. SCHOOL CALENDAR 2011-2012

Moved by Mrs. Venezia, seconded by Mrs. Shanes, at the recommendation of the Superintendent, approval of the attached school calendar for the 2011-12 school year. (Attachment F)

Yeas: Unanimous by all Members present.

MOTION CARRIED

19. BALLOT PLACEMENT OF CANDIDATES

Moved by Mrs. Venezia, seconded by Mrs. Shanes, approval that Tuesday, March 17, 2011 at 4 P.M. be established as the date and time for the drawing of names for positions on the ballot for the School Board Election on April 27, 2011.

Yeas: Unanimous by all Members present.

MOTION CARRIED

20. DESIGNATION ANNUAL BUDGET HEARING

Moved by Mrs. Venezia, seconded by Mrs. Shanes, to approve that on March 28, 2011 at 7:00 P.M. be established as the date and time for the Annual Budget Hearing.

Yeas: Unanimous by all Members present.

MOTION CARRIED

21. ERIC NORTH SAFETY GRANT

Moved by Mrs. Venezia, seconded by Mrs. Shanes, at the recommendation of the Superintendent, I move approval of the grant application for the 2011 Safety Grant Program through the NJSBAIG's Eric North Subfund in the amount of \$10,396 for the period July 1, 2011 through June 30, 2012.

Yeas: Unanimous by all Members present.

MOTION CARRIED

22. SEMI WAIVER

Moved by Mrs. Venezia, seconded by Mrs. Shanes, the recommendation of the Superintendent, approval of the following resolution regarding a waiver for participating in SEMI:

**Resolution
Waiver of Requirements
Special Education Medicare Initiative (SEMI) Program**

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicare Initiative (SEMI) Program for the 2011-12, and

Whereas, the Springfield Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students.

Now Therefore Be It Resolved, that the Springfield Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Union an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2011-12 school year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

DRAFT COPY SUBJECT TO REVISIONS BY BOARD

23. POLICY 4118.4 AND 5141 FINAL READING

Moved by Mr. Wolcott, seconded by Mr. Delia, to approve the second and final reading of the following policies (Attachment G):

- Policy #4118.4 - Nepotism
- Policy #5141 - Health

Yeas: Unanimous by all Members present.

MOTION CARRIED

24. SECOND PUBLIC SESSION (9:38 PM)

There were no comments or suggestions from the public at this time.

25. NEW BUSINESS

1. The board confirmed their original position regarding not receiving any State Formula Aid, in particular Transportation Aid that includes pass through funds for Aid In Lieu of Transportation for Non-Public Students, for 2010-11 school year.
2. The township has passed an ordinance regarding home solicitations'. 'Do Not Knock' sign posted on homeowner's door is considered a warning to solicitation's and they can be fined.
3. Sandmeier's PTA meeting will be held on February 8th.
4. Gaudineer's PTA meeting will be held on February 10th.
5. Mrs. Shanes, Mr. Silverstein and Mr. Wolcott volunteered to review the districts NJ State Teacher of the Year applications on February 15th.

26. AIDE IN LIEU PAYMENTS

Moved by Mr. Wolcott, seconded by Mr. Kass, that in the absence of State Aid including pass through Aid In Lieu for Transportation for 2010-11, the Board is no longer able to pay the Aid In Lieu of Transportation and memorializes its previous position.

Yeas: Unanimous by all Members present.

MOTION CARRIED

27. ADJOURNMENT (9:45 PM)

Moved by Mr. Delia, seconded by Mrs. Venezia, to adjourn the meeting at 9:45 PM.

Yeas: Unanimous by all Members present.

MOTION CARRIED

Upcoming Meetings:

1. Regular Meeting – February 28, 2011 at 7:30 PM in the IMC at JDHS
2. Regular Meeting – March 7, 2011 at 7:30 PM in the IMC at JDHS

Matthew A. Clarke
Business Administrator/Board Secretary

Start date 7/1/2010

Period date

1/1/2011

End date 1/31/2011

Expenditure

Attachment (A)

		Original amt	Prior xfer	Period xfer	Adjusted amt	% Chg
FUND 11 GENERAL CURRENT EXPENSE						
11-000-100-566-98-11	TUITION PRIVATE SCHOOLS HANDIC	\$909,666.00	\$139,681.11	\$2,000.00	\$1,051,347.11	16%
1399	LINE ITEM TRANSFER		01/31/11	\$2,000.00		
11-000-213-100-00-10	SALARIES HEALTH SERVICES - NUR	\$377,783.00	\$0.00	\$6,245.00	\$384,028.00	2%
1400	LINE ITEM TRANSFER		01/31/11	\$6,245.00		
11-000-216-101-55-10	SALARIES SPEECH	\$203,984.00	\$0.00	\$8,304.00	\$212,288.00	4%
1400	LINE ITEM TRANSFER		01/31/11	\$8,304.00		
11-000-218-104-00-10	SAL.GUIDANCE COUNSELORS	\$640,532.00	\$0.00	\$4,539.00	\$645,071.00	1%
1400	LINE ITEM TRANSFER		01/31/11	\$4,539.00		
11-000-218-600-71-14	SUPPLIES GUIDANCE JDHS	\$3,449.00	\$480.00	\$3,275.00	\$7,204.00	109%
1399	LINE ITEM TRANSFER		01/31/11	\$3,275.00		
11-000-219-105-00-10	SAL.SEC.SUPP.SERV.STUDENTS SPE	\$85,421.00	\$0.00	(\$3,737.00)	\$81,684.00	-4%
1400	LINE ITEM TRANSFER		01/31/11	(\$3,737.00)		
11-000-221-104-00-10	SALARY SUPERVISORS	\$216,268.00	(\$13,100.00)	(\$115,070.00)	\$88,098.00	-59%
1400	LINE ITEM TRANSFER		01/31/11	(\$115,070.00)		
11-000-221-105-99-10	SAL.SECRETARY IMPROV.INSTR. JD	\$54,373.00	\$0.00	\$80.00	\$54,453.00	0%
1400	LINE ITEM TRANSFER		01/31/11	\$80.00		
11-000-222-100-00-10	SAL.ED MEDIA/SCHOOL LIBRARIES	\$216,520.00	\$0.00	\$2,816.00	\$219,336.00	1%
1400	LINE ITEM TRANSFER		01/31/11	\$2,816.00		
11-000-222-105-99-10	SAL.SECRETARY ED.MEDIA JDHS	\$44,865.00	\$0.00	\$16,958.00	\$61,823.00	38%
1400	LINE ITEM TRANSFER		01/31/11	\$16,958.00		
11-000-222-177-00-10	COORDINATOR OF TECHNOLOGY	\$89,257.00	\$0.00	(\$883.00)	\$88,374.00	-1%
1400	LINE ITEM TRANSFER		01/31/11	(\$883.00)		
11-000-222-600-93-15	INSTRUCT SOFTWARE TECH	\$105,238.00	\$750.00	(\$5,275.00)	\$100,713.00	-4%
1399	LINE ITEM TRANSFER		01/31/11	(\$5,275.00)		
11-000-223-102-00-10	SAL.SUPER.INSTR.STAFF TRAINING	\$119,882.00	\$0.00	(\$1,186.00)	\$118,696.00	-1%
1400	LINE ITEM TRANSFER		01/31/11	(\$1,186.00)		
11-000-223-105-00-10	HUMAN RESOURCES SECRETARY	\$54,373.00	\$0.00	\$80.00	\$54,453.00	0%
1400	LINE ITEM TRANSFER		01/31/11	\$80.00		
11-000-230-100-01-10	SUPT. SALARIES	\$178,557.00	\$0.00	\$6,804.00	\$185,361.00	4%
1400	LINE ITEM TRANSFER		01/31/11	\$6,804.00		
11-000-230-100-02-10	SECRETARY SUPT	\$60,699.00	\$0.00	(\$215.00)	\$60,484.00	-0%
1400	LINE ITEM TRANSFER		01/31/11	(\$215.00)		
11-000-240-103-00-10	SALARIES PRINCIPALS	\$701,714.00	\$0.00	\$184,937.00	\$886,651.00	26%
1400	LINE ITEM TRANSFER		01/31/11	\$184,937.00		
11-000-240-105-00-10	SAL PRINCIPAL OFF CLERKS	\$286,075.00	\$0.00	(\$10,265.00)	\$275,810.00	-4%
1400	LINE ITEM TRANSFER		01/31/11	(\$10,265.00)		
11-000-251-100-00-10	SALARIES BOARD ADM	\$152,250.00	\$0.00	(\$1,506.00)	\$150,744.00	-1%
1400	LINE ITEM TRANSFER		01/31/11	(\$1,506.00)		

Start date 7/1/2010

Period date

1/1/2011

End date 1/31/2011

Expenditure

		Original amt	Prior xfer	Period xfer	Adjusted amt	% Chg
FUND 11 GENERAL CURRENT EXPENSE						
11-000-251-105-00-10	BUSINESS OFF SECRETARIES	\$141,707.00	\$0.00	(\$609.00)	\$141,098.00	-0%
1400	LINE ITEM TRANSFER		01/31/11	(\$609.00)		
11-000-252-100-00-10	SALARIES INFO TECH	\$72,636.00	\$0.00	\$110.00	\$72,746.00	0%
1400	LINE ITEM TRANSFER		01/31/11	\$110.00		
11-000-261-100-94-10	MAINTENANCE SALARIES	\$149,107.00	\$0.00	(\$387.00)	\$148,720.00	-0%
1400	LINE ITEM TRANSFER		01/31/11	(\$387.00)		
11-000-262-100-95-10	OPER PLANT SERV SAL	\$1,095,604.00	\$0.00	\$66,641.00	\$1,162,245.00	6%
1400	LINE ITEM TRANSFER		01/31/11	\$66,641.00		
11-000-262-105-95-10	OPER PLANT SERV SEC	\$67,620.00	\$0.00	\$544.00	\$68,164.00	1%
1400	LINE ITEM TRANSFER		01/31/11	\$544.00		
11-000-263-100-94-05	SALARY GROUNDS	\$44,223.00	\$0.00	\$2,493.00	\$46,716.00	6%
1400	LINE ITEM TRANSFER		01/31/11	\$2,493.00		
11-000-291-220-97-03	SOCIAL SECURITY CONTRIBUTION	\$527,702.00	\$75,000.00	(\$75,000.00)	\$527,702.00	0%
1399	LINE ITEM TRANSFER		01/31/11	(\$75,000.00)		
11-000-291-241-97-03	PERS PENSION LIABILITY	\$348,541.00	\$0.00	\$90,460.00	\$439,001.00	26%
1399	LINE ITEM TRANSFER		01/31/11	\$90,460.00		
11-000-291-270-97-03	HEALTH INSURANCE	\$4,230,025.00	\$297.46	(\$15,460.00)	\$4,214,862.46	-0%
1399	LINE ITEM TRANSFER		01/31/11	(\$15,460.00)		
11-105-100-101-00-10	SALARIES PRE-K	\$198,756.00	\$0.00	\$49,076.00	\$247,832.00	25%
1400	LINE ITEM TRANSFER		01/31/11	\$49,076.00		
11-110-100-101-00-10	SALARIES OF TEACHERS KINDERGAR	\$613,211.00	\$0.00	(\$100,200.00)	\$513,011.00	-16%
1400	LINE ITEM TRANSFER		01/31/11	(\$100,200.00)		
11-120-100-101-00-10	SALARIES TEACHERS 1-5	\$2,906,676.00	\$99,900.00	(\$41,844.00)	\$2,964,732.00	2%
1400	LINE ITEM TRANSFER		01/31/11	(\$41,844.00)		
11-130-100-101-00-10	SAL.TEACHERS 6-8	\$2,243,961.00	\$0.00	(\$27,281.00)	\$2,216,680.00	-1%
1400	LINE ITEM TRANSFER		01/31/11	(\$27,281.00)		
11-140-100-101-00-10	SALARIES TEACHER 9-12	\$3,265,004.00	\$0.00	\$103,706.00	\$3,368,710.00	3%
1401	LINE ITEM TRANSFER		01/31/11	\$103,706.00		
11-190-100-106-00-10	SAL AIDES REG/TUTORIAL	\$212,397.00	\$0.00	(\$103,706.00)	\$108,691.00	-49%
1401	LINE ITEM TRANSFER		01/31/11	(\$103,706.00)		
11-204-100-101-50-10	SALARIES OF TEACHERS N.I.	\$508,738.00	\$0.00	\$12,534.00	\$521,272.00	2%
1400	LINE ITEM TRANSFER		01/31/11	\$12,534.00		
11-204-100-106-50-10	SALARIES OF AIDES N.I.	\$591,744.00	\$0.00	\$55,062.00	\$646,806.00	9%
1401	LINE ITEM TRANSFER		01/31/11	\$55,062.00		
11-213-100-101-53-10	SAL. TEACHERS RES RM	\$915,368.00	\$0.00	\$584.00	\$915,952.00	0%
1400	LINE ITEM TRANSFER		01/31/11	\$584.00		
11-215-100-101-57-10	SALARIES TEACHERS PSH	\$52,805.00	\$0.00	(\$523.00)	\$52,282.00	-1%
1400	LINE ITEM TRANSFER		01/31/11	(\$523.00)		

Start date 7/1/2010

Period date

1/1/2011

End date 1/31/2011

Expenditure

			Original amt	Prior xfer	Period xfer	Adjusted amt	% Chg
FUND 11 GENERAL CURRENT EXPENSE							
11-215-100-106-57-10	SALARIES AIDE PSH		\$28,853.00	\$0.00	\$15,429.00	\$44,282.00	53%
	1400	- - - - -		01/31/11	\$15,429.00		
		LINE ITEM TRANSFER					
11-230-100-101-33-10	SALARIES TEACHERS BASIC SKILLS		\$272,117.00	\$0.00	(\$128,749.00)	\$143,368.00	-47%
	1400	- - - - -		01/31/11	(\$73,687.00)		
	1401	- - - - -		01/31/11	(\$55,062.00)		
		LINE ITEM TRANSFER					
11-240-100-101-36-10	SALARIES ESL		\$142,169.00	\$0.00	(\$1,407.00)	\$140,762.00	-1%
	1400	- - - - -		01/31/11	(\$1,407.00)		
		LINE ITEM TRANSFER					
11-402-100-105-00-10	ATHLETICS SECRETARY		\$38,249.00	\$0.00	\$626.00	\$38,875.00	2%
	1400	- - - - -		01/31/11	\$626.00		
		LINE ITEM TRANSFER					
Total			\$23,168,119.00	\$303,008.57	\$0.00	\$23,471,127.57	1%

Start date 7/1/2010

Period date

1/1/2011

End date 1/31/2011

Expenditure

			Original amt	Prior xfer	Period xfer	Adjusted amt	% Chg	
FUND 20 SPECIAL REVENUE								
20-508-100-320-38-10	CORRECTIVE SPEECH CHAPTER 192		\$0.00	\$9,388.00	\$1,095.00	\$10,483.00	0%	
	1391	- - - - -		01/03/11	\$1,095.00			
	1394	- - - - -		01/05/11	(\$1,095.00)			
	1392	- - - - -		01/05/11	\$1,095.00			
			Total	\$0.00	\$9,388.00	\$1,095.00	\$10,483.00	0%

**Springfield Public Schools
Personnel**

Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
<i>Certificated</i>								
DiBella	Lindsay	Science Teacher	FMG	----	----	----	Revised Leave	2/2/11-9/1/11
Kinney	Kendra	Elementary	Walton	----	----	----	Revised Leave	10/4/10-4/8/11
Foley	Kerilyn	Elementary Leave Replacemen	Walton	---	---	---	revised date	10/4/10-4/8/11
Tonzetich	Laura	Elementary	JCS	---	---	---	Leave	5/31/11-10/31/11

Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
<i>Non-Certificated</i>								

Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
<i>Substitute/Home instructor</i>								
Goerge	Jason	Substitute Aide	District	---	***	New	---	2/8/11-6/30/11
Weiss	Melanie	Home Instructor	District	---	***	New	---	2/8/11-6/30/11
Huber	Rachel	Substitute Teacher	district	---	---	renewal		2/8/11-6/30/11

Last Name	First Name	Position	Location	Guide/Step	Salary	Replacement/ Renewal/New	Additional Information	Effective Date
<i>Before and After School Program/Childcare</i>								
Orr	Jessica	PTA Enrichment Program	JCS	---	22.00/hour	----	up to 10 hours	1/3/11-6/30/11
Burkhardt	Robert	PTA Enrichment Program	JCS	----	22.00/hour	---	up to 10 hours	1/3/11-6/30/11
Griffiths	Steven	PTA Enrichment Program	JCS	---	22.00/hour	----	up to 10 hours	1/3/11-6/30/11
Fortna	Loren	PTA Enrichment Program	JCS	---	22.00/hour	----	up to 10 hours	1/3/11-6/30/11

* In accordance with the Negotiated Contract between the Springfield BOE and the Springfield Education Association (May 17, 2010 - June 30, 2011)
 **** Special Salaries, Compensation and Fees 2010 - 2011

**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>
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2. OUT OF DISTRICT PLACEMENT REQUEST

<u>School/Placement</u>	<u>Student</u>	<u>Tuition</u>	<u>Term</u>	<u>Comments</u>
Windsor School Pompton Lakes, NJ	0218	\$5,785.20	09 - 10 SY	Tuition Adjustment

**TUITION GRANT RESUBMISSIONS
SPRING 2011**

Substitute(s) Courses for Previously Approved Courses

<u>Name</u>	<u>Substitute Course(s)</u>	<u>Level</u>
Julia Buban	Styles of Teaching: Personality Type in the Classroom	Graduate

2/7/11 BOE Meeting

SPRINGFIELD PUBLIC SCHOOLS
2011-2012 SCHOOL CALENDAR

Attachment (F)

September 2011						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5x	6~	7~	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29x	30x	

October 2011						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10x	11	12^	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2011						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10x	11x	12
13	14	15	16@	17	18#	19
20	21*	22*	23*+	24x	25x	26
27	28	29	30			

December 2011						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20^	21	22	23	24
25	26x	27x	28x	29x	30x	31

January 2012						
Su	M	Tu	W	Th	F	Sa
1	2x	3	4	5	6	7
8	9	10	11	12	13	14
15	16x	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

CODES:

- x = no school for students
- ~ = staff development
- * = early dismissal
- # = delayed opening
- @ = end of marking period
- ^ = interim reports available
- + = report cards available

Nov 18 & Feb 27 delayed opening for PK-8 only
 Nov 21, 22, 23 & Feb 28, 29 early dismissal PK-12

SIGNIFICANT DATES:

- Sep 5 Labor Day No school
- Sep 6, 7 Staff Development
- Sep 8 School Begins PK-12
- Sep 29-30 Rosh Hashanah No school
- Oct 10 Columbus Day No school
- Nov 10-11 NJEA Conv No school
- Nov 24-25 Thanksgiving Recess No school

February 2012						
Su	M	Tu	W	Th	F	Sa
			1@	2	3	4
5	6	7	8+	9	10	11
12	13	14	15	16	17x	18
19	20x	21	22	23	24	25
26	27#	28*	29*			

March 2012						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6^	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2012						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6x	7
8	9x	10x	11x	12x	13x	14
15	16	17@	18	19	20	21
22	23	24+	25	26	27	28
29	30					

May 2012						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17^	18	19
20	21	22	23	24	25	26
27	28x	29	30	31		

June 2012						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21+	22	23
24	25	26	27	28	29	30

Number of school days: Sep (15) Oct (20) Nov (18) Dec (17) Jan (20) Feb (19) Mar (22) Apr (15) May (22) Jun (15) Total 183
NOTE: If more than 3 days are required for inclement weather the spring vacation period could be reduced or the school year extended in June for students and teachers. Please be aware of these possibilities when planning vacation activities during the 2011-2012 school year.

- Dec 26-31 Jan 2 Winter Recess No school
- Jan 16 Martin L King Day No school
- Feb 17-20 President's Days No school
- Apr 6-13 Spring Recess No school
- May 28 Memorial Day No school
- Jun 20 FMG Moving Up Ceremony
- Jun 21 JDHS Graduation
- Jun 21 Last Day for Students

4112.8/4212.8

**SPRINGFIELD PUBLIC SCHOOLS
Springfield New Jersey 07081**

POLICY: NEPOTISM

Definitions

“Nepotism” for the purpose of this policy shall be defined as the showing of favoritism to an employee or candidate for employment based on the existence of a relationship as a relative or immediate family member of a board member, Superintendent, or supervisor.

For the purpose of this policy, “relative” shall be defined as an individual’s spouse, civil union partner, domestic partner, or the parent, child, brother, sister, aunt, uncle, niece, nephew, grandparent, grandchild, son-in-law, daughter-in-law, stepparent, stepchild, stepbrother, stepsister, half-brother or half-sister, of the individual or of the individual’s spouse, civil union partner or domestic partner, whether the relative is related to the individual or the individual’s spouse, civil union partner or domestic partner, by blood, marriage or adoption.

“Immediate family” shall be defined as board member or school administrator, their spouse, civil union partner, domestic partner, child, parent or sibling residing in the same household, whether related by blood, marriage or adoption.

Employment/Promotion of Relative

The Board of Education, in order to avoid both the reality and the appearance of conflict of interest in employment, will not appoint a relative of a board member or of the Superintendent to any employment position in this district. The Superintendent shall not recommend to the Board any relative of a board member or of the Superintendent, unless the person is subject to the exceptions below.

Further, no school district administrator shall supervise, exercise direct or indirect authority, or exercise authority on personnel actions regarding a relative of the administrator. Where it is not feasible to eliminate such a direct or indirect supervisory relationship, appropriate screens and/or alternate supervision/reporting mechanisms shall be put in place.

Exceptions

Persons who are employees of the Board on the date that this policy becomes effective or the date a relative becomes a board member or Superintendent shall not be prohibited from continuing to be employed in the district. This includes employees who must be

renewed annually by the Board. The Superintendent may recommend those employees for reemployment, transfer, promotion or removal.

A relative of a school board member or Superintendent may also be employed by the district provided that the district has obtained the approval from the Executive County Superintendent of schools. Such approval shall be granted only upon demonstration by the school district that it conducted a thorough search for candidates and that the proposed candidate is the only qualified and available person for the position.

Board Member/Superintendent Participation in Negotiations

When a board member or school administrator's relative is a member of the bargaining unit, or receives the benefit of the contract, that board member or school administrator shall not vote on that matter, discuss the proposed collective bargaining agreement with that unit, nor participate in any way in negotiations. This includes, but is not limited to, being a member of the negotiating team. Nor shall that board member or school administrator be present with the Board in closed session when negotiation strategies are being discussed. However, a school administrator may serve as a technical resource and may provide technical information that is necessary to the collective bargaining process when no one else in the district can provide such information.

When a member of a board member's or school administrator's immediate family is a member of the same statewide union with which the Board is negotiating, that board member or school administrator shall not participate in any way in negotiations. This includes, but is not limited to: being a member of the negotiating team, prior to the Board's attaining a tentative memorandum of agreement with the bargaining unit, including salary guides and/or the total package of money to be offered. Once a tentative memorandum of agreement is established, the board member or school administrator may fully participate in the process, including board member voting, absent other conflicts. The tentative memorandum of agreement must include a salary guide and/or the total package of money to be offered. Prior to that time, the board member or school administrator shall not be present with the Board in closed session when negotiation strategies are being discussed. However, a school administrator may provide technical information that is necessary to the collective bargaining process when no one else in the district can provide that information.

A school official who has such relationship with any employee of the district as of the effective date of this policy shall declare such relationship immediately.

Per diem substitutes and student employees are excluded from this nepotism policy.

Legal References:

N.J.S.A. 18A:11-1 General mandatory powers and duties
N.J.S.A. 18A:12-2 Inconsistent interests or office prohibited
N.J.S.A. 18A:12-21 et seq. School Ethics Act
N.J.S.A. 18A:16-1 Officers and employees in general
N.J.A.C. 6:2-1.1 et seq. Appeals
N.J.A.C. 6:3-9.1 et seq. School Ethics Commission

In re Bayless, 1974 S.L.D. 603, State Board rev'g 1974 S.L.D. 595

Smiecinski v. Hanover Bd. of Ed., 1975 S.L.D. 478

Scola v. Ringwood Bd. of Ed., 1978 S.L.D. 413

Salerno v. Old Bridge Board of Ed., 1984 S.L.D. (April 28)

Larsen v. Woodbridge Board of Ed., 1985 S.L.D. (March 18)

Scannella v. Scudillo, School Ethics Decision, Complaint No. C-14-93, (February 3, 1994)

School Ethics Commission, Advisory Opinion, A01-93

School Ethics Commission, Advisory Opinion, A10-93

School Ethics Commission, Advisory Opinion, A021-93

School Ethics Commission, Advisory Opinion, A07-94

School Ethics Commission, Advisory Opinion, A33-95

Cross References:

4111 Recruitment, selection and hiring

4119.21 Conflict of interest

9270 Conflict of interest

Adopted: August 28, 1989

Revised: June 30, 1997

Revised: November 19, 2003

Revised: November 19, 2007

Revised:

SPRINGFIELD PUBLIC SCHOOLS
Springfield, New Jersey 07081

POLICY: HEALTH

The board of education believes that good health is vital to successful learning. In order to help district pupils achieve and maintain good health, the board directs the chief school administrator to develop pupil health services that employ professional personnel and interact with both parents/guardians and community health agencies. The program shall include but not be limited to:

- A. Employment of a medical inspector to perform those duties required by law, and to advise the chief school administrator on all matters affecting the health of pupils;
- B. Employment of at least one certified school nurse to assist with physical examinations; conduct biennial scoliosis screening; conduct an audiometric screening; maintain pupil health records; observe and recommend to the principal the exclusion of pupils who show evidence of communicable disease or who have not submitted acceptable evidence of immunizations; instruct teachers on communicable diseases and other health concerns; train and supervise the emergency administration of epinephrine for school staff who have been designated as delegates; supervise other nursing tasks; provide appropriate response to Do Not Resuscitate (DNR) orders; maintain valid, current Cardiopulmonary Resuscitation (CPR) certification; review and summarize health and medical information for the Child Study Team; write and update annually the accommodation plan under Section 504 for any student who requires one;
- C. Provision of proper and adequate facilities, equipment and supplies for professional health personnel and other staff;
- D. Establishment of a system of pupil health records in compliance with state law;
- E. Implement the Core Curriculum Content Standards in physical education, health, family life, safety, and use of drugs, alcohol, tobacco and anabolic steroids; recommendations for appropriate equipment and supplies to teach such courses;
- F. Development of rules and procedures to foster good pupil health, and periodic dissemination of these rules and procedures to the staff;
- G. Development of a program to provide safe drinking water and otherwise to maintain the buildings, grounds, facilities and equipment of the district in sanitary condition in accordance with law;
- H. Development and enforcement of an eye protection program as required by statute and administrative code;
- I. A regular report to the board on progress and accomplishments in the field of pupil health;
- J. Health services to staff that support pupil health;
- K. Provision of emergency services for injury and sudden illness;
- L. Provision for required physical examinations including an examination to certify that a pupil returning to school after suffering a contagious/infectious condition or illness is no longer a threat to the health of others;
- M. Development of all regulations and procedures necessary for evaluation of pupils suspected of being under the influence of drugs/alcohol, tobacco or anabolic steroids;
- N. Encouragement of correction of defects through fully informing pupils and parents/guardians concerning the findings of health examinations for scoliosis.
- O. Preparation for the potential disruption of a pandemic flu outbreak, such as avian flu, by filling out a school preparedness checklist available from www.pandemicflu.gov or NJSBA, with periodic reports to the school board on steps the district has already taken, as well as additional steps that need to be taken, to prepare for a flu pandemic.

Annual Nursing Plan

The Chief School Administrator (or his/her designee) in conjunction with the school physician and the certified school nurse shall develop an annual Nursing Services Plan that details the provision of nursing services based upon the needs of the students in this school district. The Nursing Services Plan shall be adopted annually at a regular meeting and submitted to the executive county

superintendent of education for review and approval. The Nursing Services Plan shall include:

- A. A description of the basic nursing services provided all students;
- B. A summary of specific medical needs of individual students and the services required to address the needs;
- C. A description of how nursing services will be provided in an emergency;
- D. Detailed nursing assignments for all school buildings;
- E. The nursing services and additional medical services provided to nonpublic schools.

Students with Diabetes

As used in this policy, an "individualized health care plan" means a document setting out the health services needed by the student at school, and an "individualized emergency health care plan" outlines a set of procedural guidelines that provide specific directions about what to do in a particular emergency situation. Both are to be developed by the school nurse, in consultation with the parent or guardian of a student with diabetes and other medical professionals who may be providing diabetes care to the student, and signed by the parent or guardian.

The board believes that diabetes is a serious chronic disease that impairs the body's ability to use food, and must be managed 24 hours a day in order to avoid the potentially life-threatening short-term consequences of blood sugar levels that are either too high or too low. In order to manage their disease, students with diabetes must have access to the means to balance food, medications, and physical activity level while at school and at school-related activities.

Accordingly, a parent or guardian of a student with diabetes shall inform the school nurse, who shall develop an individualized health care plan and an individualized emergency health care plan for the student. Further, the parent or guardian must annually provide to the board of education written authorization for the provision of diabetes care as outlined in the plans, including authorization for the emergency administration of glucagon.

Both plans shall be updated by the school nurse prior to the beginning of each school year and as necessary if there is a change in the student's health status. The plans may include elements specified in N.J.S.A. 18A:40-12.13 including, but not limited to:

- A. The symptoms of hypoglycemia for that particular student and the recommended treatment;
- B. The symptoms of hyperglycemia for that particular student and the recommended treatment.
- C. The frequency of blood glucose testing;
- D. Written orders from the student's physician or advanced practice nurse outlining the dosage and indications for insulin administration and the administration of glucagon, if needed;
- E. Times of meals and snacks and indications for additional snacks for exercise;
- F. Full participation in exercise and sports, and any contraindications to exercise, or accommodations that must be made for that particular student;
- G. Accommodations for school trips, after-school activities, class parties, and other school-related activities;
- H. Education of all school personnel who may come in contact with the student about diabetes, how to recognize and treat hypoglycemia, how to recognize hyperglycemia, and when to call for assistance;
- I. Medical and treatment issues that may affect the educational process of the student with diabetes;
And
- J. How to maintain communications with the student, the student's parent or guardian and healthcare team, the school nurse, and the educational staff.

The school nurse assigned to a particular school shall coordinate the provision of diabetes care at that school and ensure that appropriate staff are trained in the care of these students, including staff working with school-sponsored programs outside of the regular school day. The school nurse shall also ensure that each school bus driver that transports a student with diabetes is provided notice of the student's condition, how to treat hypoglycemia, and emergency/parent contact information. A reference sheet identifying signs and symptoms of hypoglycemia shall be posted in plain view within school buildings.

The school nurse shall have the primary responsibility for the emergency administration of glucagon to a student with diabetes who is experiencing severe hypoglycemia. The school nurse shall designate, in consultation with the board of education, additional employees of the school district who volunteer to administer glucagon to a student with diabetes who is experiencing severe hypoglycemia. The designated employees shall only be authorized to administer glucagon, following training by the school nurse or other qualified health care professional, when a school nurse is not physically present at the scene.

Upon written request of the parent or guardian and as provided in the individualized health care plan, the student shall be allowed to attend to the management and care of his/her diabetes in the classroom, on school grounds or at any school-related activity, if evaluated and determined to be capable of doing so consistent with the plan. The student's management and care of his/her diabetes shall include the following:

- A. Performing blood glucose level checks;
- B. Administering insulin through the insulin delivery system the student uses;
- C. Treating hypoglycemia and hyperglycemia;
- D. Possessing on the student's person at any time the supplies or equipment necessary to monitor and care for the student's diabetes;
- E. Compliance with required procedures for medical waste disposal in accordance with district policies and as set forth in the individual health care plan; and
- F. Otherwise attending to the management and care of the student's diabetes.

Nonpublic School Pupils

The board shall provide mandated nursing services to nonpublic school pupils as required by law. See policy 5200.

The operation of the pupil health program shall be in compliance with the rules and regulations of the state department of education, local board of health and the state department of health and senior services, and state department of human services. The board shall review and adopt the regulations developed to implement the district's health services.

Automated Electronic Defibrillator (AED)

Because the Board recognizes that medical emergencies may occur that justify the use of AEDs, the Board may acquire and maintain this equipment for use by qualified staff members. An applicable patient would exhibit all of the following signs as per AHA standards on AED use:

- A. Is unconscious
- B. Is not breathing
- C. Has no signs of circulation (as confirmed by a pulse check)

Only those staff members documented as having completed the required training are authorized to use an AED. The Superintendent may establish additional guidelines for use of the AED.

Any employee, student or other individual who inappropriately accesses and/or uses an AED will be subject to disciplinary action, up to and including expulsion from school and/or termination of employment.

Civil and/or criminal liability may also be imposed on any student, employee or individual who inappropriately accesses and/or uses an AED. All usage will be reported to the Board of Education.

Legal References: N.J.S.A. 18A:16-6, -6.1 Indemnity of officers and employees against civil actions.
N.J.S.A. 18A:35-4.6 et seq. Parents Right to Conscience Act of 1979
N.J.S.A. 18A:40-1 Employment of medical inspectors, optometrists and nurses; salaries; terms; rules
N.J.S.A. 18A:40-3 Lectures to teachers
N.J.S.A. 18A:40-4.3 Scoliosis; periodic examination; notice to parents or guardian
N.J.S.A. 18A:40-5 Method of examination; notice to parent or guardian
N.J.S.A. 18A:40-6 In general
N.J.S.A. 18A:40-7, -8, -10, -11 Exclusion of pupils who are ill.

N.J.S.A. 18A:40-12.11 et seq. Students with diabetes
N.J.S.A. 18A:40-23 et seq. Nursing Services for Nonpublic School Pupils
N.J.S.A. 18A:40A-1 et seq. Substance Abuse
N.J.S.A. 44:6-2 Maintenance by boards of education of clinics for indigent children
N.J.S.A. 2A:62A-23 to 26 AED emergency medical services, 1999 statute
N.J.A.C. 6A:16-1.1 et seq. Programs to Support Student Development

See particularly:

N.J.A.C. 6A:16-1.1, -1.3, -1.4, -2.1, -2.3, -2.4
N.J.A.C. 6A:26-12.1 et seq. Operation and Maintenance of School

See particularly: Facilities

N.J.A.C. 6A:26-12.3
N.J.A.C. 8:57-1.1 et seq. Reportable Communicable Diseases

See particularly:

N.J.A.C. 8:57-2 Reporting of AIDS and HIV
N.J.A.C. 8:61-1.1 Attendance at school by pupils or adults Infected by Human Immunodeficiency Virus (HIV)

Plainfield Board of Education v. Cooperman, 105 NJ 587 (1987), guidelines for admission of children with AIDS, the right to call witnesses and attendant right to cross-examine must be provided automatically upon request of the parties

Possible Cross References:

*1410 Local units
1420 County and intermediate units
*3510 Operation and maintenance of plant
*3516 Safety
*3542 Food service
*4112.4 Employee health
*4131/4131.1 Staff development; inservice education/visitations/conferences
4151.2 Family illness/quarantine
*4212.4 Employee health
4251.2 Family illness/quarantine
*5111 Admission
*5125 Pupil records
*5131 Conduct/discipline
*5131.6 Drugs, alcohol, tobacco (substance abuse)
*5141.1 Accidents
*5141.2 Illness
*5141.3 Health examinations and immunizations
*5141.4 Child abuse and neglect
*5141.21 Administering medication
*5142 Pupil safety
*5200 Nonpublic school pupils
*6142.4 Physical education and health
*6142.12 Career education
*Indicates policy is included in the Critical Policy Reference Manual.

Adopted: