

SPRINGFIELD BOARD OF EDUCATION

JANUARY 6, 2014

ORGANIZATIONAL MEETING

1. CALL TO ORDER

The Meeting was called to order at 7:37 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 7, 2013.

2. PLEDGE OF ALLEGIANCE

3. OATH OF OFFICE

Mr. Clarke administered the oath of office to elected Board Members, Scott Donner, Scott Silverstein, and Patricia Venezia.

4. ROLL CALL

Present: Mrs. Robin Cornelison, Mr. Scott Donner, Mr. Steven Friedman, Mr. Dermot McLeer, Mr. Scott Samansky, Mrs. Jacqueline Shanes, Mr. Scott Silverstein, Mrs. Patricia Venezia, Mr. Steven Wolcott

Also

Present: Mr. Michael Davino, Superintendent  
Mr. Matthew A. Clarke, Business Administrator/Board Secretary  
Mrs. Ellyn Atherton, Director, Human Resource

5. RESULTS OF ELECTION

Mr. Clarke announced the official election results as follows:

Member Board of Education

Three Year Term:

Scott Silverstein – 1746 votes  
Patricia Venezia – 1662 votes  
Scott Donner – 1545 votes

Total Ballots Cast 4,723

Total Registered Voters 10,771

6. ELECTION OF PRESIDENT

Moved by Mrs. Venezia, seconded by Mr. Samansky, to nominate Jacqueline Shanes for the office of President of the Springfield Board of Education for 2014 calendar year.

Yeas: Mrs. Robin Cornelison, Mr. Scott Donner, Mr. Steven Friedman,  
Mr. Dermot McLeer, Mr. Scott Samansky, Mr. Scott Silverstein,  
Mrs. Patricia Venezia, Mr. Steven Wolcott

Abstention: Mrs. Jacqueline Shanes

MOTION CARRIED

7. ELECTION OF VICE PRESIDENT

Moved by Mrs. Venezia, seconded by Mr. McLeer, to nominate Scott Silverstein, for the office of Vice President of the Springfield Board of Education for 2014 calendar year.

Yeas: Mrs. Robin Cornelison, Mr. Scott Donner, Mr. Steven Friedman,  
Mr. Dermot McLeer, Mr. Scott Samansky, Mrs. Jacqueline Shanes,  
Mrs. Patricia Venezia, Mr. Steven Wolcott  
Abstention: Mr. Scott Silverstein

MOTION CARRIED

8. RENEWAL OF BYLAWS AND POLICIES

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

Yeas: Unanimous by all Members present.

MOTION CARRIED

9. BANK SIGNATURES

Moved by Mr. Silverstein, seconded by Mr. Wolcott, 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

10. ORGANIZATIONAL CHART

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

Yeas: Unanimous by all Members present.

MOTION CARRIED

11. ANNUAL BOARD MEETINGS

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

Yeas: Unanimous by all Members present.

MOTION CARRIED

12. OFFICIAL NEWSPAPER

Moved by Mr. Silverstein, seconded by Mr. Wolcott, to designate the Local Source and/or the Star Ledger as official newspapers of the Board for the 2014 calendar year.

Yeas: Unanimous by all Members present.

MOTION CARRIED

13. SCHOOL ATTORNEY

Moved by Mr. Silverstein, seconded by Mr. Wolcott, move to appoint the following firms and attorneys as counsel to the Springfield Board of Education, for the 2014 calendar year:

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

Yeas: Unanimous by all Members present.

MOTION CARRIED

14. ARCHITECTS

Moved by Mr. Silverstein, seconded by Mr. Wolcott, 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 2014 calendar year.

Yeas: Unanimous by all Members present. MOTION CARRIED

15. ENGINEER OF RECORD

Moved by Mr. Silverstein, seconded by Mr. Wolcott, to appoint Pennoni Associates, 105 Fieldcrest Avenue, Edison, NJ as engineer of record for the Springfield Board of Education for the 2014 calendar year.

Yeas: Unanimous by all Members present. MOTION CARRIED

16. PURCHASING AGENT

Moved by Mr. Silverstein, seconded by Mr. Wolcott, 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

17. TREASURER OF SCHOOL MONIES

Moved by Mr. Silverstein, seconded by Mr. Wolcott, to appoint Kathleen Herrigel as Treasurer of School Monies to the Springfield Board of Education for the calendar year 2014 at a salary of \$5,377.

Yeas: Unanimous by all Members present. MOTION CARRIED

18. AUDITOR

Moved by Mr. Silverstein, seconded by Mr. Wolcott, to appoint Cannone and Company, P.A. as auditor to the Springfield Board of Education for the 2014 - 2015 budget year for the fee of \$19,063.00.

Yeas: Unanimous by all Members present. MOTION CARRIED

19. AFFIRMATIVE ACTION OFFICER

Moved by Mr. Silverstein, seconded by Mr. Wolcott, to appoint Ellyn Atherton as Affirmative Action Officer of the Springfield School District for the 2014 calendar year.

Yeas: Unanimous by all Members present. MOTION CARRIED

20. 504/ADA COMPLIANCE OFFICER

Moved by Mr. Silverstein, seconded by Mr. Wolcott, to appoint Kathryn Warlick as Public 504/ADA Compliance Officer of the Springfield School District for the 2014 calendar year.

Yeas: Unanimous by all Members present. MOTION CARRIED

21. INSURANCE BROKERS

Moved by Mr. Silverstein, seconded by Mr. Wolcott, to approve the appointment of the following firm as the district insurance agent, for the 2014 calendar year:

Jay Lawton, President    GR Murray a division of O’Gorman & Young, Inc.  
Princeton, NJ 08540.

Yeas: Unanimous by all Members present.                      MOTION CARRIED

22. CUSTODIAN OF PUBLIC RECORDS

Moved by Mr. Silverstein, seconded by Mr. Wolcott, to approve the appointment of Michael Davino, Superintendent, as the custodian of Public Records for the 2014 calendar year in accordance with the Open Public Records Act.

Yeas: Unanimous by all Members present.                      MOTION CARRIED

23. MORRIS UNION JOINTURE

Moved by Mr. Silverstein, seconded by Mr. Wolcott, 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

24. UNION COUNTY EDUCATIONAL SERVICES

Moved by Mr. Silverstein, seconded by Mr. Friedman, 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. Steven Friedman, Mr. Dermot McLeer,  
Mr. Scott Samansky, Mrs. Jacqueline Shanes, Mr. Scott Silverstein,  
Mrs. Patricia Venezia, Mr. Steven Wolcott

Abstention: Mr. Scott Donner                      MOTION CARRIED

25. ADJOURNMENT TO REGULAR MEETING

Moved by Mr. Silverstein, seconded by Mrs. Venezia, to adjourn the organizational meeting at 7:48 PM. and move on to the regular meeting.

Yeas: Unanimous by all Members present.                      MOTION CARRIED

2014-2015

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 Instructional Media Center, First Floor at 7:00 P.M. for Executive Sessions and 7:30 P.M. for Public Sessions on the following dates:

<u>2014</u>	<u>MONTH</u>	<u>REGULAR MEETINGS</u>	<u>SPECIAL MEETINGS</u>
	January	27	- (Schools closed 01/01, 01/20)
	February	03, 24	- (Schools closed 2/17)
	March	03, 17	
	March	24	- Public Hearing (2014-2015 Proposed Budget)
	April	07	- (Schools closed 04/14-04/18)
	May	05, 19	- (Schools closed 05/26)
	June	02, 16	- (Last day of school 06/19)
	July	21	
	August	18	
	September	15	- (projected Schools closed 9/1 & 9/25-26)
	October	06, 20	- (projected Schools closed 10/13)
	November	03, 17	- (projected Schools closed 11/4, 11/6-7 & 11/27-28)
	December	01, 15	- (projected Schools closed 12/25-12/31)
<u>2015</u>	January	05	- Re-Organization Meeting
	January	05	- (projected Schools closed 01/01-02 & 01/19)
<u>2015 – Tentative Meetings</u>	January	26	
	February	02, 23	
	March	02, 16	
	March	23	- Public Hearing (2015-2016 Proposed Budget)
	April	20	
	May	04, 18	
	June	01, 15	

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

Springfield, New Jersey

Date: January 6, 2014

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., Tom Johnston	Porzio Bromberg & Newman PC	\$175/hour (\$125/hour for paralegals)

**Resolution  
Purchasing Agent  
January 6, 2014**

**WHEREAS**, the Public School Contracts Law gives the Board of Education the ability to increase their bid threshold up to \$36,000; 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 6, 2014.

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Matthew A. Clarke  
Business Administrator/Board Secretary