

**Springfield Township School  
Jobstown, NJ 08041**

**Work Session (6:50 to 7:05 p.m.):** Mr. Robert A. Stewart of Inverso & Stewart, LLC briefed the Board on the findings of the FY 2008-2009 Audit Report. The district closed the year in an excellent financial position with only two minor audit recommendations.

**Minutes:** The Regular Meeting of the Springfield Township Board of Education was called to order on Tuesday, October 20, 2009, at 7:15 p.m., following a work session at 6:50 p.m. in the school library.

**Roll Call of Members:**

J. Specca, President - present	J. Megariotis - present
M. Goodwin, Vice President - present	R. Melillo - present
J. Ainsworth - present	M. Payne - present
D. Asselin - absent	D. Reinisch - present
W. Klentzeris – absent ( <i>arrived at 7:25 p.m.</i> )	

**Others present:**

Dr. Godett, Mr. Saragnese, Mr. Robert Stewart

**Call To Order:**

As per the Open Public Meetings Act, NJSA 10:4-6, notice of this regular meeting of the Springfield Township Board of Education to be held on Tuesday, October 20, 2009, at 7:15 p.m., following a work session at 6:30 p.m. in the school library, in Jobstown, New Jersey, including the list of bills to be paid and any other business that may come before the Board of Education.

**Sent to:** Burlington County Times  
Board of Education Members  
Springfield Township Clerk

**Posted:** Springfield Township School  
Board of Education Office  
Springfield Twp Municipal Building, Jobstown, NJ

**Pledge of Allegiance:**

The President led the Board and the assemblage in the Pledge of Allegiance.

**Minutes:**

Request approval for the Minutes of the Tuesday, September 15, 2009, Regular Meeting.

**Motion: Ainsworth**

**Second: Payne**

**Approval: 7-0**

Request approval for the Minutes of the Executive Session, Tuesday, September 15, 2009, Meeting.

**Motion: Megariotis**

**Second: Ainsworth**

**Approval: 7-0**

Request approval for the Minutes of the Tuesday, October 6, 2009, Special Meeting.

**Motion to table: Melillo**

**Second: Payne**

**Approval: 7-0**

*Note: Mr. Klentzeris arrived at 7:25 p.m.*

**Approval of the Springfield Township School District’s Violence and Vandalism Report for the 2008-2009 School Year**

It is recommended that the Board of Education approve the Springfield Township School District’s Violence and Vandalism Report for the 2008-2009 school year as per New Jersey Department of Education regulations.

**Motion for Approval: Megariotis**

**Second: Payne**

**Approval: 8-0**

**PUBLIC COMMENT**

*The public shall be reminded that they should attempt to resolve the problems and/or complaints through initial contact with the appropriate staff. Such matters should only be brought to the Board of Education after all avenues within the administrative chain of command have been exhausted. In addition, items regarding personnel should follow the chain of command and any comments could hold the resident and the Board of Education liable.*

**Public Comment:**

None

**Correspondence:**

None

**Motion to file correspondence:**

**Second:**

**Approval:**

**PAYMENT OF BILLS:**

**Bills & Claims:**

**2008-09**

Insurance Bills – October 2009: \$69,457.45

Bills & Claims – October 2009: \$85,471.40

Please see attached sheets for information on these bills:

**Motion to approve payment of bills:**

**Motion: Goodwin**

**Second: Payne**

**Approval: 8-0**

**Financial Reports:**

Request Board approval of Board Secretary and Treasurer's Report – July 2009 and August 2009

**Motion: Goodwin**

**Second: Payne**

**Approval: 8-0**

Request Board approval of monthly transfer reports for July 2009 and August 2009.

Documents provided to the Board by the Board Office showing budget line item reports for the periods ending July 31, 2009 and August 31, 2009 for certification.

**Motion: Goodwin**

**Second: Payne**

**Approval: 8-0**

**FY2008-2009 Annual Audit – Corrective Action Plan**

Be it resolved that upon the recommendation of the School Business

Administrator/Board Secretary that the Board accept the FY 2008-2009 CAFR and approve the Corrective Action Plan.

**Recommendation: #2009-01** – The Board of Education should designate someone to prepare and submit the Certification of Compliance as required by NJSA 18A:14-4.

**Corrective Action Plan:** The Interim SBA/BS shall prepare and submit the Certification of Compliance in accordance with statutory requirements on or before March 15, 2010.

**Recommendation: #2009-02** – The payroll account should be reconciled on a monthly basis to the records of the Board Secretary and an analysis of the agency balances should be maintained.

**Corrective Action Plan:** The Treasurer of School monies has properly reconciled the agency balances to the Secretary's records with the completion of his July 31, 2009 report. Agency balances are being currently maintained. In order to facilitate the reconciliation process, the Board has authorized the opening of separate Payroll Net and Payroll Agency accounts. Dual approval of all bank transfers to the new payroll accounts is now also required.

**Motion for Approval: Melillo**

**Second: Megariotis**

**Roll Call Vote: All Yes**

**Action: Motion carried 8-0**

**Vaccination Clinic**

WHEREAS, the New Jersey Department of Health and Senior Services has allocated funds from CDC for Public Health Emergency Response in Burlington County so that the Burlington County Health Department can provide an accelerated voluntary vaccination campaign for H1N1 Pandemic influenza; and

WHEREAS, vaccination is the best way to protect the population from this potentially serious disease and the Burlington County Health Department is currently making plans to immunize the targeted populations as designated by CDC, particularly children, pregnant women, health care workers and certain age individuals with underlying conditions in the first phase; and

WHEREAS, vaccinating children (and other indicated groups) at school can help meet the demand for convenient, timely vaccination while decreasing the burden on local health care providers who may be busy treating those infected with 2009 H1N1 and/or seasonal influenza; and

WHEREAS, the School Board Vaccination Program is voluntary and provides vaccine free of charge to students and other persons in the indicated groups and the Burlington County Health Department is committed to a School Based Voluntary Vaccination Program; and

WHEREAS, the School Based Vaccination Program can decrease the financial burden on parents and guardians and also decrease time away from work for these parent and guardians; and

WHEREAS, the Health Department will provide Licensed Vaccinators to accomplish this task in school, during school hours and has developed a template clinic plan, supporting documents, provided training to school nurses and school superintendents in support of the vaccination program; now, therefore, the Board

RESOLVES as follows:

1. To partner with and support the Burlington County Health Department to ensure successful delivery of the School Based Vaccination Program;
2. To dedicate clinic time, space, staff and supplies to ensure successful delivery of the School Based Vaccination Program.

**Motion:**

**Second:**

**Approval:**

**After an updated briefing from Dr. Godett, the Board requested that this item be removed from the agenda for consideration until more definitive plans are formulated.**

**CONTRACT**

**APPLIED BEHAVIORAL SERVICES AGREEMENT**

Be it resolved that the Board of Education approve the Applied Behavioral Services Agreement between Springfield Township School and Behavior Counts Therapy, LLC beginning September 1, 2009 through June 30, 2010 to provide consultation for behavior and/or autism spectrum disorders and home programming using applied Behavioral and Developmental approaches at a cost of \$110.00 per hour for provision of Consultation services and \$30.00 per hour for Direct Instruction services.

**Motion: Goodwin**

**Second: Payne**

**Approval: 7-1 (Megariotis – No)**

**Mansfield Township SD Tuition Contract**

Be it resolved that the Springfield Township Board of Education approve a tuition contract at \$37,500 for one special needs student attending the Mansfield ASPIRES Program effective for the 2009-2010 school year.

**Motion: Goodwin**

**Second: Melillo**

**Action: 7-1 (Megariotis – No)**

**Burlington County School Crisis Response Team**

Be it resolved that the Springfield Township Board of Education authorize district participation in the Burlington County Crisis Response Team for the 2009-2010 school year for a fee of \$250 based on the October 15, 2009 ASSA Count.

**Motion: Ainsworth**

**Second: Melillo**

**Action: 8-0**

**SUPERINTENDENT’S REPORT**

**ENROLLMENT (as of October 13, 2009)**

	<u>08/09</u>	<u>09/10</u>
Kindergarten	31	25
Mrs. Carter	4	4
First Grade	42	38
Second Grade	48	42
Third Grade	48	49
Fourth Grade	43	48
Fifth Grade	45	44
Sixth Grade	48	49
Out of District Placement	<u>8</u>	<u>5</u>
Total	317	304

**Fire Drills**

<b>DATE</b>	<b>START</b>	<b>END</b>	<b>EVACUATION TIME</b>
9/17/2009	1:50 p.m.	1:52:59 p.m.	57 sec.
9/18/2009	2:29 p.m.	2:31:25 p.m.	1:05
10/1/2009	10:55 a.m.	10:56:46 a.m.	1:02

**Presentations-Superintendent**

**Information Enclosed**

Parker McCay-Re: Pandemic Influenza Vaccines/Immunizations  
Nurse’s Monthly Report-September 2009

**Important Dates**

Tuesday, October 27, 2009-Community Focus Group, 7:00 pm

**PERSONNEL**

**1. Approval Substitute Teacher-2009-2010 School Year**

It is recommended that the Board of Education approve Ms. Jennifer Weir as a substitute teacher for the 2009-2010 school year. (Candidate has teaching certificate and fingerprint approval letter.)

**Motion for Approval: Melillo                      Second: Payne**

**RCV Approval: 7-0 (Goodwin absent)**

**Action: Motion carried**

**2. Approval Substitute Teacher-2009-2010 School Year**

It is recommended that the Board of Education approve Ms. Roxanne Dowell as a substitute teacher for the 2009-2010 school year. (Candidate has teaching certificate and fingerprint approval letter.)

**Motion for Approval: Melillo                      Second: Payne**

**RCV Approval: 7-0 (Goodwin absent)**

**Action: Motion carried**

**3. Approval Substitute Teacher-2009-2010 School Year**

It is recommended that the Board of Education approve Ms. Christine Alpin as a substitute teacher for the 2009-2010 school year. (Pending acceptable completion of substitute teacher certificate and fingerprinting application.)

**Motion for Approval: Melillo                      Second: Payne**

**RCV Approval: 7-0 (Goodwin absent)**

**Action: Motion carried**

**4. Approval Substitute Teacher - 2009-2010 School Year**

It is recommended that the Board of Education approve Ms. Julia F. Kirchner as a substitute teacher for the 2009-2010 school year. (Pending acceptable completion of substitute teacher certificate and fingerprinting application.)

**Motion for Approval: Melillo                      Second: Payne**

**RCV Approval: 7-0 (Goodwin absent)**

**Action: Motion carried**

**5. Approval Substitute Educational Assistant, Cafeteria, Playground, Bus Aide**

It is recommended that the Board of Education approve Mrs. Denise Bowen as a substitute educational assistant, cafeteria, playground, and bus aide for the 2009-2010 school year. (Pending completion of the proper background check of the selected candidate.)

**Motion for Approval: Melillo                      Second: Payne**

**RCV Approval: 7-0 (Goodwin absent)**

**Action: Motion carried**

**FIELD TRIPS**

**6. Approval Field Trips for the 2009-2010 School Year**

It is recommended that the Board of Education approve the following field trips for the 2009-2010 school year:

**October 29, 2009**-Grade AM/PMK Russo's Orchard, 9:00 am-11:30 am (Mrs. Seitz, Nurse)

**November 2, 2009**-Grade 3 Burlington County Public Library 9:00 a.m.-11:30 am (Mrs. Eisner, Mrs. Browning, Mr. Luyber, Nurse)

**November 4, 2009**-Grade 6 Camp Ockanickon, Medford 9:00 am-5:00 pm (Mrs. O'Leary, Ms. Weikel, Mrs. Sepessy)

**March 15, 2010**-Mrs. Carter's class-Adventure Aquarium, Camden 9:00 am-2:50 pm (Mrs. Carter, Nurse)

**March 26, 2010**-Grade 1 Adventure Aquarium, Camden 9:00 am-2:30 pm (Mrs. DeMinco, Mrs. Byrne, Nurse)

**Spring/2010**-Grade 5 Grounds for Sculpture, 9:20 am-3:00 pm (Mrs. Spennato, Mrs. Kolev, Mrs. Bergen, Mrs. Linton, Nurse)

**May 26, 2010**-Grade 4 Trenton State House & Trent House, Trenton 9:15 am-2:30 pm (Mr. Fudurich, Ms Lueckel, Nurse)

**Motion: Payne    Second: Ainsworth**

**Approval: 7-0 (Goodwin absent)**

**POLICIES AND PROCEDURES**

**7. Approval Policies and Procedures Drafted by Strauss-Esmay Associates-First Reading**

It is recommended that the Board of Education adopt for first reading the Springfield Township School District Policies and Procedures as drafted by Strauss-Esmay Associates.

**Motion for Approval: Ainsworth      Second: Payne**

**RCV Approval: 8-0**

**Action: Motion carried**

**USE OF FACILITY**

**8. Approval Use of Facility**

It is recommended that the Board of Education approve use of the facility as listed below:

October 30, 2009 and March 19, 2010, Home and School Association-Grade 5 & 6 dance in the cafeteria, 6:00 pm-9:30 pm (Person in charge: Diane Anderson-Home & School Association) (Estimated Attendance: 60 with 10-15 adult chaperones)

November 9, 2009-March 20, 2010-Springfield Recreation Basketball-Gymnasium, 3:30 pm-8:00 pm Monday-Friday and 9:00 am-3:00 pm Saturday (Person in Charge: Greg Bogle)

**Motion: Goodwin      Second: Ainsworth**

**Approval: 7-1 (Megariotis – No)**

**OTHER**

**9. Approval New High School Graduation Requirements**

It is recommended that the Board of Education approve adoption of the new State requirements for high school graduation.

**Motion: Melillo      Second: Payne**

**Approval: 8-0**

**10. Travel Approval:**

Schedule #1 – list of staff travel with costs relating to workshop fees, lodging, meals and mileage reimbursement.

Schedule #2 – list of staff travel with cost of mileage reimbursement only-copies in packets.

Upon the recommendation of the Superintendent, the Board pre-approves any staff travel represented on current lists.

**Motion: Ainsworth      Second: Payne**

**Approval: 8-0**

**OLD BUSINESS:**

**NEW BUSINESS:**

Review and approval of 2009-2010 Goals

Resolved, that the Board adopt proposed Board Goals for the 2009-2010 school year.

**Motion: Ainsworth**

**Second: Goodwin**

**Approval: 8-0**

Resolved, that the Board adopt proposed Superintendent Goals for the 2009-2010 school year.

**Motion: Ainsworth**

**Second: Goodwin**

**Approval: 8-0**

Resolved, that the Board adopt proposed District Goals for the 2009-2010 school year.

**Motion: Ainsworth**

**Second: Payne**

**Approval: 8-0**

**Motion to Enter Executive Session: Time: 9:10 p.m.**

**Purpose: Negotiations**

**Motion: Megariotis**

**Second: Specca**

**Approval: 8-0**

**Motion to return to Regular Session: Time: 9:20 p.m.**

**Motion: Megariotis**

**Second: Payne**

**Approval:**

**Motion to adjourn: \_\_\_\_\_ Time: 9:21 p.m.**

**Motion: Ainsworth**

**Second: Megariotis**

**Approval: 8-0**

Respectfully submitted,

W. Daniel Saragnese  
Interim SBA/BS

