

NORTHFIELD COMMUNITY SCHOOL
Northfield Community School, Vocal Music Room, 6:30 PM

Meeting Called to Order

The meeting was called to order by Board President, Mr. Wynne at 6:30 p.m.

Roll Call

Mr. Barnhart - Absent
Mr. Bruno - Present
Mrs. Delcher - Present
Mr. Kennedy - Present
Mrs. Levitt - Present
Dr. Syed - Present
Mrs. White - Present
Ms. Woodhouse - Present
Mr. Wynne - Present

Interim Superintendent
Mr. Garguilo

Business Administrator/Board Secretary
Linda Albright

Solicitor
Andy Brown, Esq.

Additional Administrators in Attendance
Maureen Vaccaro
Janice Dye

Salute to Flag

A salute to the flag was conducted.

Silent Moment

A silent moment was observed.

Announcement

This is to advise the general public and to instruct that it be recorded in the Minutes that in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act", Northfield Board of Education at 3:00 p.m. on January 13, 2015 caused to be posted at the Office of the Board of Education located at 2000 New Road, Northfield, New Jersey and at 9:00 a.m. on January 13, 2015 mailed to The Press of Atlantic City and to The Current of Egg Harbor Township and to the Office of the Municipal Clerk of Northfield a meeting notice setting forth the time, date and

location of this meeting.

THE NORTHFIELD BOARD OF EDUCATION USES A "CONSENT AGENDA" PROCEDURE.

1. Executive Session

Motion to adopt the following resolution – BE IT RESOLVED by the Northfield Board of Education that, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.) it shall enter into Executive Session to discuss executive session minutes, personnel, security, student matters, and other matters of attorney client privilege. The information discussed can be disclosed to the public only upon formal written request to the board secretary at the next work, special or regular meeting to determine if the time and circumstances would be appropriate to disclose the information discussed. At the conclusion of this session the Board of Education will reconvene the regular portion of the meeting and action may, or may not, be taken.

*Let the minutes reflect that the Board of Education entered into executive session at 6:33 p.m.
Let the minutes reflect that the Board of Education returned to regular session at 6:56 p.m.*

A Motion was made by Angelic Delcher and seconded by Deborah Levitt, to approve item 1. The Motion passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Aye: Bruno, Delcher, Kennedy, Levitt, Syed, White, Woodhouse, Wynne. Board Members Absent: Barnhart.

A Motion was made by Angelic Delcher and seconded by Karyn White, to return to open session.. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne . Board Members Absent: Barnhart .

2. Presentation

A. Recognition of our 2015-2016 Teachers of the Year: Kim Harris and Jill Thomas.

Discussion: Mr. Garguilo shared what a great honor it was to have all of the teachers present to honor the 2015-2016 Teachers of the Year. Our Elementary School teacher nominated is Jill Thomas. Mrs. Vaccaro shared what an honor it is to work with her. She is a truly special educator. She was also nominated by her peers for the National 'Life changer of the year' award. Our Middle School teacher nominated is Kim Harris. Mr. Garguilo shared how organized, passionate and truly dedicated she is to her fellow co-workers and students. Mr. Garguilo continued that a great teacher demonstrates and inspires and this clearly defines who Kim Harris is.

B. Recognition: Spelling Bee Winners

Mr. Garguilo shared what a great honor it is to share the spelling bee winners for this year. He presented the students with certificates.

C. Recognition: South Jersey Band Members

Mr. Cook presented certificates to the All South Jersey Band students. This is a prestigious honor and he is very proud that Northfield has had a student chosen every year for the last 14 years.

D. Recognition: Tri-M

Mr. Cook recognized and presented certificates of honor to the new inductees to the Tri-M. This is an international music honors society for middle, junior and high school students.

Mr. Garguilo thanked both the band and chorus teachers for the outstanding jobs that they do.

3. Open to the Public- (Public Comment may be limited to three minutes per person per issue)

The Board of Education welcomes your comments, concerns, and questions. Every agenda provides two opportunities for concerned citizens to address the Board. Be advised that we do not discuss specific personnel or student matters in public and if your comment concerns those matters, we ask that you speak to the Superintendent directly.

Effective responsible consideration of an issue by the Board is best accomplished when it is scheduled in advance, as an item on the meeting agenda. Therefore, while comments and questions are welcomed, the Board generally will not respond to items or engage in a dialogue during public comment. When appropriate, questions or concerns may be referred to Administration for investigation, referred to a Board committee for review, or referred to other staff or professionals for assistance, and if necessary, reported back to the Board at a later meeting. Please be advised that there is a 3 minute limit for each public speaker.

No public addressed the Board at this time.

Mrs. Vaccaro thanked everyone who was involved on the PARCC team for their efforts.

4. Curriculum

A. Curriculum Committee Report (Mrs. White)

Mrs. White reviewed items discussed at the recent meeting. Highlights included:

- ~ PARCC update
- ~ Calendar - make-up snow days - Students go to June 23 - staff go to June 24
- ~ Curriculum Review of Strategic Plan
- ~ Algebra - Update
- ~ Summer SACC Program
- ~ Science STEM Steam Fair - June 4, 4-6 p.m. Middle School

B. February Monthly Reports

- Mr. Robbins
- Mrs. Vaccaro
- Mrs. Dye
- Mr. Mease
- Ms. Leatherwood
- Mr. Phommathep

Mrs. Vaccaro informed that two Emergency Procedures were conducted in February - February 19, 2015, Lockdown Drill, 10:00-10:10 a.m. and February 23, 2015, Fire Drill, 10:10-10:16 a.m.

- C. Motion to approve the 8th Grade Class Beach Clean-up on June 4, 2015 in Brigantine.

Discussion: Mr. Wynne shared that the class trip was a combination of the 8th grade class trip and a Public Service project.

- D. Motion to approve the attached Summer SACC Program.
- E. Discussion and possible motion regarding the 2014-15 school year revised calendar.

Discussion: Motion was pulled until the April Board meeting.

A Motion was made by Karyn White and seconded by Deborah Levitt, to approve items 4.C., 4.D. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne . Board Members Absent: Barnhart .

5. Personnel

- A. Personnel Committee Report (Mrs. Levitt)

Mrs. Levitt reviewed items discussed at the recent meeting. Highlight included:

- ~ Discussion regarding retirements
- ~ Aides
- ~ Tenure
- ~ Agenda items

- B. Motion to approve, upon the recommendation of the Superintendent, Victoria Burke as long term substitute replacement aide through June 1, 2015. (Ms. Burke will be covering for Mrs. Mittelman while she is on medical leave).
- C. Motion to accept the resignation of Victoria Pagliei as part time aide effective 3/27/15.
- D. Motion to approve the posting and/or advertising for two part time aides (one 10 hours per week and one 19.5 hours per week; no benefits) effective March 30, 2015 through the last day of school June 2015. (To replace Ms. Pagliei).
- E. Motion to accept the resignation of Debra Murphy as lunch/playground aide.
- F. Motion to approve the posting and/or advertising for a lunch/playground aide for 3 days per week (to replace Mrs. Murphy).
- G. Motion to approve the following volunteers for the 2014-15 school year:
- Molly Rosardo - volleyball team volunteer
 - Ruth Keck-Ryon - band volunteer
- H. Motion to approve the attached list of substitutes for the 2014-15 school year.

I. Motion to approve the following staff members to chaperone the Band trip to Middle Township and Morey's Piers on the boardwalk in Wildwood on May 29, 2015:

- Brian Cook, Steve Miller, Denay Schallawitz, and Michael Conte

J. Motion to approve, upon the recommendation of the Superintendent, Donna Koby as full time Nurse effective March 30, 2015 through the last day of school June, 2015 at a salary of \$59,934.00 (to be pro-rated, Step 9, MA).

Discussion: Motion was pulled until the April Board meeting.

K. Motion to approve, upon recommendation of the Superintendent, the medical leave of absence for Diane McBride effective March 13, 2015 through April 24, 2014.

A Motion was made by Deborah Levitt and seconded by Mark Bruno, to approve items 5.B., 5.C., 5.D., 5.E., 5.F., 5.G., 5.H., 5.I., 5.K. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne . Board Members Absent: Barnhart .

6. Facilities

A. Facilities Committee Report (Mr. Barnhart)

Mr. Barnhart reviewed items discussed at the recent meeting. Highlights included:

- ~ Stage Steps - DCA review
- ~ Route 9 sidewalk
- ~ Enernoc proposal

7. Finance

A. Finance Committee Report (Dr. Syed)

Dr. Syed reviewed items discussed at the recent meeting. Highlights included:

- ~ Bill's List, Transfers, BSR's and Treasurer's Report
- ~ Joint Transportation Agreement
- ~ Motion to approve Nutri-Serve Food Management, Inc.
- ~ 2015-2016 Preliminary Budget Review

B. Pursuant to NJAC 6A:23A-16.10(c)4, we certify that as of February 28, 2015, and having received the certification of the Business Administrator, pursuant to NJAC 6A:23A-16.10(c)3, that the total of encumbrances and expenditures for each line item do not exceed the line item appropriation, and after review of the secretary's monthly financial report (appropriations section), and upon consultation with the appropriate district officials, that to the best of our knowledge no major account or fund has been over expended in violation of NJAC 6A:23A-16.10(c)4, and that the sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

- C. Motion to approve the Board Secretary's Report for February 28, 2015.
- D. Motion to approve the Bill's List in the amount of \$544,833.82.
- E. Motion to approve the Cash Reconciliation(Treasurer's) Report for February 28, 2015
- F. Motion to approve the attached list of Transfers for February 28, 2015.
- G. Motion to approve the attached list of professional development for designated staff.
- H. Motion to approve the agreement for ABA Services for DOB 10/16/10 with Autism Spectrum Mandate Services, in the amount of \$200.00 per week.
- I. Motion to approve the Joint Transportation Agreement with Greater Egg Harbor Regional School District for the School Year Transportation, Route YL-A, to Yale School Atlantic in the amount of \$16,143.87 from September 1, 2014 to June 30, 2015.
- J. Motion to approve Nutri-Serve Food Management, Inc. as the Food Service Management Provider for the 2015-2016 school year, in accordance with the terms and conditions of the base year contract (year 2 of 5) for a flat fee not to exceed \$22,330.00. Nutri-Serve guarantees that the bottom line on the Nutri-Serve Food Management operational financial report for the school year will be at break even. If the actual bottom line is below this amount, Nutri-Serve will subsidize the bottom line of the Northfield Community School District up to 100% of the management fee. All guarantee conditions as listed in the contract must be met.
- K. Discussion on participation of the shared wrestling program with Linwood and Somers Point

Discussion: Mrs. Albright updated the board about the cost saving measures for the shared wrestling program. The program is included in our budget.

- L. Motion to approve the attached resolution for submission of the 2015-16 budget submission to the County Office of Education.

Discussion: Linda Albright and Steve Wynne explained the tax impact, and the budgetary increases. Dr. Syed read the resolution for submission of the 2015-16 budget, to the Atlantic County Office of Education for review and approval.

A Motion was made by Zubair Syed and seconded by Mark Bruno, to approve item 7.L. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne . Board Members Absent: Barnhart .

- M. Motion to accept the proposal from Enernoc for Energy Demand Response services which includes the purchase of Energy Intelligence Software in the amount of \$3,000.00 annually for a period of five years per the terms and conditions of the proposal.

A Motion was made by Zubair Syed and seconded by Mark Bruno, to approve items 7.B., 7.C., 7.D., 7.E., 7.F., 7.G., 7.H., 7.I., 7.J., 7.M. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne . Board Members Absent: Barnhart .

8. Policy

A. Policy Committee Report (Mrs. Levitt)

Mrs. Levitt reviewed items discussed at the recent meeting. Highlights included:

- ~ Policy #'s 6147, 6173, 6114, 5126, 5141.3, 7110, 6143.1 and 5141.8
- ~ 5126 Regulation
- ~ State Mandated Language Changes
- ~ Superintendent's Language Changes
- ~ Policy 5141.3 Immunizations Regulation

B. Motion to approve the following revised exhibit:

- Exhibit #6147, Standards of Proficiency

C. Motion to approve the following revised policy:

- Policy #6147.1, Evaluation of Individual Student Performance

D. Motion to approve the following revised policy:

- Policy #6173, Home Instruction

E. Motion to approve the following revised policies (copies will be distributed at the meeting):

- Policy #6114, Emergencies and Disaster Preparedness

F. Motion to approve the following revised regulation:

- Regulation #5126, Awards - Criteria, Sponsorship - Amount

G. Motion to approve the following revised policy:

- Policy #5141.3, Health Examinations and Immunizations

H. Motion to approve the following revised policy:

- Policy #7110, Long Range Facilities Planning

I. Motion to approve the following revised regulation:

- Regulation #6143.1, Lesson Plans

Discussion: Angelic Delcher cautioned about substitute folder containing names of students with special needs. Mr. Garguilo noted the concern.

A Motion was made by Deborah Levitt and seconded by Mark Bruno, to approve 8.I. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne . Board Members Absent: Barnhart .

J. Motion to approve the following revised policy:

- Policy #5141.8, Sports Related Concussion and Head Injury

A Motion was made by Deborah Levitt and seconded by Stephanie Woodhouse, to approve items 8.B., 8.C., 8.D., 8.E., 8.F., 8.G., 8.H., 8.J. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne . Board Members Absent: Barnhart .

9. Shared Services

A. Shared Services Committee Report (Mr. Bruno)

There was no meeting held this month.

10. Other Business

A. Superintendent Report (Mr. Garguilo)

Mr. Garguilo reviewed his superintendent's report. Highlights included:

~ Calendar Revision 2014-15

~ Calendar for 2015-16

~ Crossing Guards will be honored. It's been a long hard winter.

~ Wants to honor the students graduating from MRHS who previously attended Northfield at the 8th grade graduation.

B. PTO Update (Mrs. White)

There was no meeting held this month.

~ Spring Fling was a success. It was fun and well attended.

C. NEF Update

There was no meeting held this month.

D. Atlantic County SBA Report (Mr. Wynne & Mr. Garguilo)

Discussion: Mr. Wynne and Mr. Garguilo attended the Atlantic County NJSBA meeting. There was a PARCC presentation which included legal implications, opt-out and refusal. Also had a Pension presentation and a Common Core presentation, which were all quite informational.

E. Motion to approve the Regular Session Meeting Minutes from February 23, 2015.

A Motion was made by Steve Wynne and seconded by Mark Bruno, to approve item 10.E. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes:

Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne . Board Members
Absent: Barnhart .

F. Motion to approve the Executive Session Meeting Minutes from February
23, 2015.

Discussion: As amended with Mrs. Levitt and Ms. Woodhouse present.

A Motion was made by Steve Wynne and seconded by Deborah Levitt, to approve Item 10.F as amended. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne . Board Members Absent: Barnhart .

11. Open to the Public

No public addressed the Board at this time.

12. Executive Session

Motion to adopt the following resolution – WHEREAS, Chapter 231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in Executive session under certain limited circumstances; and WHEREAS, said law requires the Board of Education to adopt a resolution at a public meeting before it can meet in such an Executive Session; and WHEREAS, the Board of Education is scheduled to hold meeting on April 27, 2015 at 6:30 p.m. in the Northfield Community School Music Room; and WHEREAS, the Board of Education intends to discuss matters in Executive Session at this meeting; NOW THEREFORE, BE IT RESOLVED, that the Northfield City Board of Education expects to discuss student matters, personnel, and matters covered by attorney client privilege during the aforementioned Executive Session; and BE IT FURTHER RESOLVED that the public portion of the Northfield Board of Education meeting will commence at 7:00 p.m.

A Motion was made by Christopher Kennedy and seconded by Angelic Delcher, to approve item 12. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne . Board Members Absent: Barnhart .

13. Announcement

Next Regular BOE meeting, Monday, April 27, 2015, Vocal Music Room, 6:30 PM

Public Budget Hearing, April 27, 2015 at 6:00 p.m.

City Council meeting, April 14, 2015 at 7:00 p.m.

14. Adjournment

A Motion was made by Karyn White and seconded by Angelic Delcher, to adjourn the meeting at 7.55. The Motion Passed by a vote of 8 Ayes and 0 Nays and 0 Abstentions. Board Members voting Ayes: Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne . Board

Members Absent: Barnhart .

Respectfully submitted,

Linda Albright
Business Administrator/Board Secretary