

NORTHFIELD COMMUNITY SCHOOL
Northfield Community School, Cafetorium, 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 Present
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
Mrs. Albright

Solicitor
Mr. Geppert, Esq

Additional Administrators in Attendance
Mrs. Vaccaro
Mr. Robbins

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, grievance 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 6:32 p.m.
Let the minutes reflect that the Board of Education returned to Regular Session at 7:04 p.m.*

A motion was made by Mr. Kennedy and seconded by Mrs. Levitt, to approve item 1. The Motion passed by a vote of 9 Ayes, 0 Nays and 0 Abstentions. Board Members voting Aye: Barnhart, Bruno, Delcher, Kennedy, Levitt, Syed, White, Woodhouse, Wynne.

A Motion was made by Deborah Levitt and seconded by Angelic Delcher, to return to open session.. The Motion Passed by a vote of 9 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne .

2. Presentation

A. Presentation by Board President, Steve Wynne, to Mrs. Deborah Levitt.

Discussion: Mr. Wynne shared that it is Mrs. Levitt's 25th anniversary as a NJSBA member. He thanked her for her commitment to Policy, Finance, QSAC, and the construction of the school. He noted that she is a champion for education of children at Northfield. She is an appreciated asset to the school community.

Discussion: Mrs. Levitt thanked everyone for their support and shared that it is a team effort. She also commented on the recent passing of a former teacher.

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.

4. Curriculum

A. Curriculum Committee Report (Mrs. White)

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

- ~ PARCC - next administration in May
- ~ Materials - Textbooks/Supplementals
- ~ Reviewing Science and Social Studies
- ~ Continuing ELA Curriculum Collaboration with Linwood & SP
- ~ Summer BSI Program
- ~ QSAC - April 28
- ~ Field Trips - funding

B. March Monthly Reports

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

Mrs. Vaccaro informed that two Emergency Procedures were conducted in March; March 17, 2015, Fire Drill, 1:38-1:48 p.m., March 31, 2015, Internal Evacuation, 9:04-9:25 a.m.

C. Motion to approve the following class trips for the 2014-15 school year:

- June 4, 2015 - Student Council NJASC Awards assembly at Six Flags Great Adventure. Trip is partially funded by Student Council, as well as student payment not to exceed \$30.00.
- June 1, 2015 - Choir Trip to Cape May Convention Center
- June 2, 2015 - Third Grade walking trip to Northfield City Hall
- April 14, 15 & 16, 2015 - Grade Three to Atlantic County Park
- June 12, 2015 - Grade Three to Birch Grove Park
- April 28, 29, May 5, 6, 12, 13, 19, 20, 26, 27, June 2 and 3, 2015 - Grade Three to Northfield Library.
- May 21, 2015 - Second grade trip to Tiki Hut Golf and Yogurt Swirls

D. Motion to approve the revised 2014-15 school year calendar per the attached.

E. Discussion and motion regarding the 2015-16 school year calendar per the attached options (option 1, option 2 and MRHS 2015-16 calendar for reference).

A Motion was made by Karyn White and seconded by Mark Bruno, to approve 4.E, calendar option 2. The Motion Passed by a vote of 9 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne .

A Motion was made by Karyn White and seconded by Angelic Delcher, to approve 4.C, 4.D. The Motion Passed by a vote of 9 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne .

5. Personnel

A. Personnel Committee Report (Mrs. Levitt)

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

- ~ Solicitor Proposals
- ~ Retirements
- ~ Tenure/Re-employment
- ~ Special Ed - Summer Hiring
- ~ Summer camp

B. Motion to accept the retirement notification from Andrea Daniel effective July 1, 2015. (Posting and/or advertising will be on May meeting agenda).

Discussion: Mrs. Vaccaro shared that Mrs. Daniels was a wonderful, supportive and dedicated teacher and that she will be missed. She wishes her well.

A Motion was made by Deborah Levitt and seconded by Angelic Delcher, to approve 5.B. The Motion Passed by a vote of 9 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne .

C. Motion to accept the retirement notification of Mrs. Gail Walker. (Posting and/or advertising will be on May meeting agenda).

Discussion: Glenn Robbins thanked Mrs. Walker and shared that she always had something new to motivate the staff. She will be missed.

Discussion: Mr. Garguilo and Mrs. Levitt shared what a great job both teachers did and it will be tough to replace them.

A Motion was made by Deborah Levitt and seconded by Stephanie Woodhouse, to approve 5.C. The Motion Passed by a vote of 9 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne .

D. Motion to approve, upon the recommendation of the Superintendent, the reappointment of 2015-16 staff per the attached list.

A Motion was made by Steve Wynne and seconded by Deborah Levitt, to approve 5.D. The Motion Passed by a vote of 8 Ayes, 0 Nays and 1 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Levitt , Syed , White , Woodhouse , Wynne . Board Members Abstain: Kennedy .

- E. Motion to approve the posting for two part time main entrance receptionist from August 17 - September 4, 2015 (once summer SACC is completed).
- F. Motion to approve the posting for a Coordinator of Athletics for the 2015-16 school year.
- G. Motion to approve the following visitors/volunteers for the 2014-15 school year:
- Judith Hutchinson
 - Craig Gill
- H. Motion to approve Mrs. Dee Capizzo as a chaperone for school dances for the 2014-15 school year.
- I. Motion to approve the posting for the attached list of summer special education program staff for the weeks of June 29, 2015 through July 17, 2015. This program is funded by the IDEIA Grant.
- J. Motion to approve the attached list of Camp Invention Staff for the summer 2015.
- K. Motion to accept the resignation of Diane Pantelena as part time aide effective April 2, 2015.
- L. Motion to approve the posting and/or advertising for a part time aide effective April 28, 2015 (to replace Ms. Pantelena).
- M. Motion to approve, upon the recommendation of the Superintendent, Lindsey Cooker as a part time aide effective April 28, 2015 through the last day of school June, 2015 at an hourly rate of \$16.57 (no benefits). Ms. Cooker is replacing Ms. Pantelena who resigned.
- N. Motion to approve the following observation request from Grand Canyon University for the Spring 2015 semester:
- Maria Victoria Nistico - to work with Mrs. Stonelake (5th grade Social Studies teacher) and Mrs. Miller (Elementary School Special Education teacher).
- O. Motion to approve the attached list of substitutes for the 2014-15 school year.
- P. Motion to approve the posting for advisors and coaches for the 2015-16 school year.
- Q. Motion to approve, upon the recommendation of the Superintendent, Kimberly Peters as a part time aide (not to exceed 26 hours, no benefits) at an hourly rate of \$16.57 effective April 28, 2015 through the last day of school June 2015. (Ms. Peters is replacing Ms. Paglieli who resigned).
- R. Motion to approve the leave of absence request from Diane McBride effective 4/27/15 through June 30, 2015.

A Motion was made by Deborah Levitt and seconded by Angelic Delcher, to approve 5.E., 5.F., 5.G., 5.H., 5.I., 5.J., 5.K., 5.L., 5.M., 5.N., 5.O., 5.P., 5.Q., 5.R. The Motion Passed by a vote of 9 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne .

6. Facilities

A. Facilities Committee Report (Mr. Barnhart)

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

- ~ Eyemetric T-PASS Visitor Management System
- ~ Bond Referendum - Construction Phase
- ~ Mowing and lawn maintenance services for the 2015 season
- ~ Door 6 entry ways furniture and improvements

B. Motion to approve the revised Agreement of Sale for the acceptance of the FMV of \$1,000.00 from the State of New Jersey, Department of Transportation, for an easement on our property for the Route 9 sidewalk project omitting the language regarding the owner right of way of Route U.S. 9 and as presented on the revised maps.

Discussion: Mr. Wynne asked about the approvals for this project. Mrs. Albright shared that it is the state's responsibility. We have a revised map and agreement with our re-designs and it won't affect our permitting.

A Motion was made by Jon Barnhart and seconded by Angelic Delcher, to approve 6.B. The Motion Passed by a vote of 9 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne .

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
- ~ 2015-2016 Public Hearing and Final Budget Submission
- ~ Tuition rates for the 2015-2016 school year
- ~ Continuing Disclosure Agent Services Agreement with Phoenix Advisors

B. Pursuant to NJAC 6A:23A-16.10(c)4, we certify that as of March 31, 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 March 31, 2015.

- D. Motion to approve the Bill's List in the amount of \$616,140.15.
- E. Motion to approve the Cash Reconciliation(Treasurer's) Report for March 31, 2015.
- F. Motion to approve the attached list of Transfers for March 31, 2015.
- G. Motion to approve the proposal from SHE in the amount of \$3,295.00 for the installation, training and one year of service for the Eyemetric T-PASS Visitor Management System Bundle, with a recurring cost of \$700.00 annually thereafter.
- H. Motion to approve the proposal submitted by All Green Turf Management, Corp, in the amount of \$7,760.00,(\$265.00 per mow, 28 mows, \$85.00 per edge, 4 edgings) for mowing and lawn maintenance services, per the terms of the proposal for the 2015 season.
- I. Motion to approve the purchase of Door 6 entry way furniture from Office Basics in the amount of \$3,411.54. (This will be offset by the sale of tech equipment on Govdeals in the amount of \$1,796.32).
- J. Motion to approve the attached payment schedule for collection of the Local Tax Levy for the fiscal year 2015-2016.
- K. Motion to approve the tuition rates for the 2015-2016 as follows:
 - Kindergarten \$12,722.00
 - Grades 1 - 5 \$12,452.00
 - Grades 6 - 8 \$13,617.00
 - M.D. \$20,301.00
 - P.S.D. \$23,471.00
- L. Motion to approve the Continuing Disclosure Agent Services Agreement with Phoenix Advisors, LLC in the amount of \$650.00 all-inclusive fee up to three outstanding issues, plus \$100 for each additional issue, for the school year 2015.2016.

A Motion was made by Zubair Syed and seconded by Christopher Kennedy, to approve 7.B., 7.C., 7.D., 7.E., 7.F., 7.G., 7.H., 7.I., 7.J., 7.K., 7.L. The Motion Passed by a vote of 9 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne .

8. Policy

- A. Policy Committee Report (Mrs. Levitt)

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

- ~ Policy #4115 Supervision
- ~ Policy #4123 Classroom Aides(Paraprofessionals)
- ~ Policy #4222 Non-instructional Aides
- ~ Policy 5141.21 Administering Medication
- ~ Policy 6145.1/6145.2 Intramural Competition; Interscholastic Competition

- B. Motion to approve the first and second reading of the following policy:
- Policy #4115, Supervision
- C. Motion to approve the first and second reading of the following policy:
- Policy #4123 - Classroom Aides (Paraprofessionals)
- D. Motion to approve the first and second reading of the following policy:
- Policy #4222, Non-Instructional Aides
- E. Motion to approve the first and second reading of the following policy:
- Policy #5141.21, Adminstrating Medication
- F. Motion to approve the first and second reading of the following policy:
- Policy 6145.1/6415.2, Intramural Competition; Interscholastic Competition

A Motion was made by Deborah Levitt and seconded by Angelic Delcher, to approve 8.B., 8.C., 8.D., 8.E., 8.F. The Motion Passed by a vote of 9 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne .

9. Shared Services

- A. Shared Services Committee Report (Mr. Bruno)

There was no meeting held.

Discussion: Mr. Wynne asked about the shared in-service day with Linwood and Somers Point. Mr. Garguilo offered that it will take place on February 15, 2016, the day before President's weekend.

10. Other Business

- A. Superintendent Report (Mr. Garguilo)

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

- ~ Two Potential HIB reports were non HIB
- ~ Teacher ran Boston Marathon
- ~ Thanked M & M Landscape for all their help
- ~ Post Crashers finishing VFW lodge
- ~ OPAL Grant for Post Crashers
- ~ SACC summer program

Discussion: Ms. Leatherwood informed that SACC registration has begun and will advertise in the Current. Mrs. White asked about online registration and Mr. Phommathep is looking into this.

- B. PTO Update (Mrs. White)

~ Teacher's luncheon next Friday

- ~ Field Days - upcoming
- ~ Book Fair - upcoming
- ~ Special Persons - upcoming

C. NEF Update

- ~ Grants
- ~ Clubs
- ~ 5K Run

The following additional Other Business items were brought up for discussion by the Board:

Discussion: Mr. Garguilo explained National Osteogenesis and Perfecta Awareness Week, May 4th-8th. There will be special events happening the entire week to raise funds for a special van. He extended his appreciation and thank you to Kristen and the staff.

D. Motion to approve the Regular Session Meeting Minutes from March 16, 2015.

A Motion was made by Steve Wynne and seconded by Deborah Levitt, to approve 10.D. The Motion Passed by a vote of 8 Ayes, 0 Nays and 1 Abstentions. Board Members voting Ayes: Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne . Board Members Abstain: Barnhart .

E. Motion to approve the Executive Session Meeting Minutes from March 16, 2015.

Pulled until Board meeting May 18, 2015.

11. Open to the Public

- Shayna Gross, 116 S. New Haven Avenue, Ventnor, son is applying as a tuition paying student for kindergarten next school year. Mr. Garguilo welcomed them.
- Cheryl Bonsal, teacher, publicly thanked the PTO for sponsoring Mystery in the Library. It was an amazing experience and a phenomenal night for all who attended.

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 May 18, 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 Stephanie Woodhouse and seconded by Angelic Delcher, to approve 12. The Motion Passed by a vote of 9 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne .

13. Announcement

Next Regular BOE meeting, Monday, May 18, 2015, Vocal Music Room, 6:30 PM

Discussion: Attorney interviews will be held at the next Board meeting on May 18, 2015 at a special Executive session at 5:30 p.m. with the regular Executive session at 6:30 p.m.

14. Adjournment

A Motion was made by Angelic Delcher and seconded by Deborah Levitt, to adjourn the meeting at 7:41 p.m.. The Motion Passed by a vote of 9 Ayes and 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Kennedy , Levitt , Syed , White , Woodhouse , Wynne .

Respectfully submitted,

Linda Albright
Business Administrator/Board Secretary