

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 5:31 p.m.

Roll Call

Mr. Barnhart - Present
Mr. Bruno - Present
Mrs. Delcher - Present
Mr. Kennedy - Absent
Mrs. Levitt - Present
Dr. Syed - Present
Mrs. White - Present - left at 7:44
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
Mrs. Dye

Salute to Flag

Conducted prior to the special portion of the meeting at 5:30.

Silent Moment

Conducted prior to the special portion of the meeting at 5:30.

Announcement

Conducted prior to the special portion of the meeting at 5:30.

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 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 5:35 p.m.
Let the minutes reflect that the Board of Education returned to regular session at 7:05 p.m.*

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

2. 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.

- Janel Schafer - Tech Teacher, Middle School - on 4/23 shocked and heartbroken to learn she is not re-approved. Second request for a list of reasons for non-renewal. Steve Wynne shared the Superintendent will be in contact.
- Theresa Fay, 4 E. Vernon Ave - children loved Ms. Schafer. Do we get to know why Ms. Schafer is not re-approved. John Geppert stated that the Board is not permitted to speak regarding personnel issues. There is a process and we are in that process.
- Jim Schafer, 8 Dee Dr. Linwood, NJ, Mr. Schafer asked about timeline. Mr. Garguilo explained the Board time line, and the timing of the request.

3. Curriculum

A. Curriculum Committee Report (Mrs. White)

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

- ~ Testing
- ~ Schedules
- ~ Additional activities to improve academics
- ~ Curriculum review of Strategic Plan
- ~ QSAC - Update - successful visit

B. April Monthly Reports

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

Mrs. Vaccaro informed that two Emergency Procedures were conducted in April: April 21, 2015, Fire Drill, 2:15-2:20 p.m. and April 30, 2015, Lockdown Drill, 2:17-2:30 p.m.

C. Motion to approve the SACC summer reading proposal per the attached.

D. Motion to approve the following walking trips for the Summer Special Education Extended Year Program for the summer 2015:

- July 2, 9 & 19 - Northfield Public Library
- July 14 - Birch Grove Park

E. Motion to approve the attached summer theater program proposal.

F. FYI: Recycled Art Contest Winners (see attached lists).

Discussion: Mr. Garguilo will discuss this matter in his superintendent's report.

A Motion was made by Karyn White and seconded by Angelic Delcher, to approve items 3.C., 3.D., 3.E. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Levitt , Syed , White , Woodhouse , Wynne . Board Members Absent: Kennedy .

4. Personnel

A. Personnel Committee Report (Mrs. Levitt)

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

- ~ Summer Special Education staff
- ~ Summer PT main entrance receptionist
- ~ Coordinator of athletics for the 2015-16 school year
- ~ Non-union contracts

B. Motion to approve, upon the recommendation of the Superintendent, Karen Deuel as Confidential Secretary to the Superintendent for the 2015-16 school year at a salary of \$55,761.96.

C. Motion to approve, upon the recommendation of the Superintendent, Rollin Mease as Maintenance Supervisor for the 2015-16 school year at a salary of \$74,149.93.

D. Motion to approve, upon the recommendation of the Superintendent, Alyssa Leatherwood as Coordinator of After School, Theater and Community Programs and Facilities for the 2015-16 school year at a salary of \$41,200.00.

- E. Motion to approve, upon the recommendation of the Superintendent, Melissa Davis-Black as a teacher for the Preschool Disabilities summer program which will run from 6/29/15-7/17/15 for 10 hours per week at a salary of \$42/hour or \$1,260. This program funded by the IDEIA Grant.
- F. Motion to approve the additional camp invention staff per the attached.
- G. Motion to accept the resignation of Jordan Conover as Middle School Multiple Disabilities teacher effective July 18, 2015.
- H. Motion to approve, upon the recommendation of the Superintendent, Michelle Abramowitz as a speech/language specialist for 8 hours/week for 3 weeks at a cost of \$60/hour or \$1,440 from 6/29/15-7/17/15. This program funded by the IDEIA Grant.
- I. Motion to approve, upon the recommendation of the Superintendent, the attached list of coaches and advisors for the 2015-16 school year.
- J. Motion to approve the attached list of substitutes for the 2015-16 school year.
- K. Motion to approve, upon the recommendation of the Superintendent, Carol Simons-Murphy as part time Health Office Aide effective 5/19/15 through the last day of school June 2015 at an hourly rate of \$10.85(no benefits). Mrs. Simons-Murphy is replacing Mrs. McBride who is on leave of absence.
- L. Motion to approve the posting and/or advertising for a part time Health Office Aide for the 2015-16 school year (no benefits, not to exceed 25 hours per week).
- M. Motion to approve, upon the recommendation of the Superintendent, Aleng Phommathep as Network Technician for the 2015-16 school year at a salary of \$73,542.00.
- N. Motion to approve, upon the recommendation of the Superintendent, Cindy Christman as an Occupational Therapist for the 2015-16 school year at a per diem rate of \$400.00 (two days per week).
- O. Motion to approve the following fieldwork placement request from Stockton University for the Fall 2015 semester:
- Jennifer Degand - to work with Mrs. Carlton (8th grade teacher)
- P. Motion to approve, upon the recommendation of the Superintendent, the following aides in the Preschool Disabilities program from 6/29/15-7/17/15 at a salary of \$12.50/hour for 10 hours per week or \$375/aide. This program funded by the IDEIA Grant.
- Angela Levy
 - Noreen Lawler
- Q. Motion to approve the following staff members as chaperones for the 8th grade beach trip:

Kate Muldoon, Kathy O'Connor, Steve Miller, Lynn Brenner, Lisa Carlton, Nick Corley, Angela Shami, Joe DeFoney, Xeres Dziegrenuk and Dee Capizzo

- R. Motion to approve the posting and/or advertising for a full time Teacher for the Self-Contained Multiple Disabilities class for the 2015-16 school year (to replace Ms. Conover).
- S. Motion to approve, upon the recommendation of the Superintendent, the following as teachers for the self-contained Multiple Disabilities summer programs from 6/29/15 through 7/17/15 at a salary of \$42/hour for 20 hours per week or \$2,520/teacher. This program funded by the IDEIA Grant.
- Jordan Conover
 - Michelle Gano
- T. Motion to approve, upon the recommendation of the Superintendent, Cindy Marx-Christman as an Occupational Therapist for up to 6 hours/week at a cost of \$60/hour or \$1,080 from 6/29/15-7/17/15.
- U. Motion to approve, upon the recommendation of the Superintendent, the following as aides in the MD/Autistic program from 6/29/15 - 7/17/15 at a rate of \$12.50/hour or \$750/aide. This program is funded by the IDEIA Grant.
- Beverly Bodenlos
 - Katie Hurley
- V. Motion to approve, upon the recommendation of the Superintendent, Stephen Warrington as the Coordinator of Athletics for the 2015-16 school year at a stipend of \$4,115.00.
- W. Motion to approve, upon the recommendation of the Superintendent, the following as aides in the Multiple Disabilities summer program from 6/29/15 to 7/17/15 at a salary of \$12.50/hour for 20 hours per week or \$750/aide. This programs is funded by the IDEIA Grant.
- Patty Corvari
 - Dylan Gano
 - Brenda Breslin
- X. Motion to approve, upon the recommendation of the Superintendent, the following as special education tutors for 16 hours/week for 3 weeks at a cost of \$42/hour or \$2,016/teacher from 6/29/15 - 7/17/15. This program funded by the IDEIA Grant.
- Christianne Strang
 - Maria Scheffler
 - Mary Ellen Smith
 - Coreen Macaluso
 - Lynn Brenner
 - Lynne Smith

- Y. Motion to approve, upon the recommendation of the Superintendent, Tina Guetzleff and Carol Simons-Murphy as part time main entrance receptionist for the period of 8/17/15 through 9/4/15 at an hourly rate of \$10.00 (no benefits). Mrs. Guetzleff will work 8 am to 12 noon and Mrs. Simons-Murphy will work 12 noon to 4 pm.
- Z. Motion to approve, upon the recommendation of the Superintendent, Laurie Messina as teacher for MD/Autistic program from 6/29/17-7/17/15 for 20 hours per week at a rate of \$42/hour or \$2,520.
- AA. Motion to approve the posting of the attached list of needed advisors for NEF sponsored clubs for the 2015-16 school year.

A Motion was made by Deborah Levitt and seconded by Stephanie Woodhouse, to approve 4.B., 4.C., 4.D., 4.E., 4.F., 4.G., 4.H., 4.I., 4.J., 4.K., 4.L., 4.M., 4.N., 4.O., 4.P., 4.Q., 4.R., 4.S., 4.T., 4.U., 4.V., 4.W., 4.X., 4.Y., 4.Z., 4.AA. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Levitt , Syed , White , Woodhouse , Wynne . Board Members Absent: Kennedy .

5. Facilities

- A. Facilities Committee Report (Mr. Barnhart)

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

- ~ Bond Referendum - Construction Phase - 14 additional door hardware sets needed for rooms that were not included in original scope
- ~ Cisco door access hardware
- ~ Approve change orders with a maximum aggregate limit of the \$20,000
- ~ 4 new vinyl wall pads for the gym with outlet cutouts

- B. Motion to approve a resolution that Steve Wynne, Board President, and Linda Albright, School Business Administrator, of the Northfield Board of Education, are authorized to execute legal documents and/or any instruments necessary in connection with the sale of the easement on our property, previously approved on February 2, 2015, for the Route 9 sidewalk project, parcel ER71, with the State of New Jersey, Department of Transportation.

Discussion: Mrs. Albright explained that the resolution for the sale of the easement was accepted but, they also need the authorization to execute/sign the contract.

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

- C. Motion to approve and authorize the Board Facilities Committee, in consultation with the Business Administrator, Superintendent, and the district's professional consultants, to approve change orders for critical items in the course of the upcoming construction project required to complete the project in a timely matter, with a maximum aggregate limit of

the \$20,000 allowance provided in the base bid, and subject to ratification at the next regular meeting of the board.

Discussion: Mr. Barnhart explained that there are many projects going on with only two Board meetings during the project time frame. Mrs. Albright explained that the committee may authorize small change orders during the project with full Board ratification at the following meeting. Also, there is a \$20,000 allowance in the contract to avoid delays.

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

6. 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
- ~ Middle School Wrestling Program
- ~ Newtek TriCaster Mini in the amount of \$5,995.00
- ~ Reorganization motions
- ~ Excess surplus - Capital Reserve, student desks, interfund due to SACC and Cafe, etc.

B. Pursuant to NJAC 6A:23A-16.10(c)4, we certify that as of April 30, 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 Bill's List in the amount of \$481,886.13.

D. Motion to approve the Board Secretary's Report for April 30, 2015.

E. Motion to approve the Cash Reconciliation (Treasurer's) Report for April 30, 2015.

F. Motion to approve Liberty Healthcare Services to provide substitute nursing, as needed, at the MRESC member rate of \$41.24 per hour, from Bid # MRESC 14/15-58.

G. Motion to approve the purchase of Cisco door access hardware on WSCA NASPO New Jersey State Contract #AR (14-19) NJ87720, from NWN in the amount of \$31,578.58.

H. Motion to appoint Stanley Gunnison, CPCU, of C.J. Adams Co. Insurance Inc., as Risk Management Consultant for the 2015-2016 school year at a flat rate of \$3,000.00, under the terms of the Risk Management Consultant

agreement.

- I. Motion to appoint Dr. Bushay of Generations Family Medicine, as School Physician for the 2015-2016 school year for an annual retainer of \$5,000 under the terms of the proposed agreement.
- J. Motion to approve the purchase of student desks and chairs in the amount not to exceed \$30,000 split equally between the Elementary School and the Middle School.
- K. Motion to approve a resolution that the Private School, Coastal Learning Center Atlantic, is not required to charge District students for any “paid or reduced meals” furnished directly or indirectly by Coastal to them, and Coastal Learning Center does not have to apply for reimbursement for the Child Nutrition program. This shall be effective for the school year beginning September 1, 2015 and ending June 30, 2016.
- L. Motion to approve the School Staffing Agreement with Preferred Home Health Care and Nursing Services, Inc. to provide nursing services to DOB 7/20/09 for the 2015-2016 school year as follows: LPN - \$47.00 per hour, RN - \$52.00 per hour, per the terms of the agreement.
- M. Motion to approve the Shared Services Agreement for Middle School Wrestling Program for the 2015-2016 school year, with the estimated budget of \$2,368.00.
- N. Motion to approve DOB 7/20/09 personal aide for the Summer Program at ACSSSD from 7/6/15 - 7/31/15 at a rate of \$575/week or \$2,300.
- O. Motion to approve a resolution that the Private School, Yale School North Campus, Inc., is not required to charge District students for any “paid or reduced meals” furnished directly or indirectly by YALE to them. This shall be effective for the school year beginning September 1, 2015 and ending June 30, 2016.
- P. Motion to approve DOB 7/20/09 to attend the Summer Program at ACSSSD from 7/6/15 - 7/31/15 at a rate of \$550/week or \$2,200.
- Q. Motion to approve a resolution that the Private School, Yale School East Campus, Inc., is not required to charge District students for any “paid or reduced meals” furnished directly or indirectly by YALE to them. This shall be effective for the school year beginning September 1, 2015 and ending June 30, 2016.
- R. Motion to approve DOB 01/11/02 to attend the Somers Point school District at an annual rate of \$13,624.00 prorated from April 20, 2015 through the end of the 2014-15 school year (45 days), with a one on one aid at a per diem rate of \$111.09, and related services as required by the IEP.
- S. Motion to approve a maximum of \$10,000.00 in the general fund 2015-2016 budget year allotted for travel and travel related expenditures as outlined in the Budget Resolution.

- T. Motion to approve the Automatic Fire Suppression System Inspection Agreement with Rich Fire Protection in the amount of \$1,796.00 for the 2015-2016 school year.
- U. Motion to approve DOB 3/25/03 to attend the Summer Program at Yale - Mullica from 7/6/15 - 8/14/15 at a rate of \$283/day.
- V. Motion to appoint Preziosi, Nicholson & Associates PA, Certified Public Accountants, as School Auditor for the 2015-2016 school year at a rate of \$14,200.00, under the terms of the proposed agreement.
- W. Motion to approve the Peer Review Report for Preziosi, Nicholson and Associates for the 2015-2016 contract year.
- X. Motion to adopt a resolution approving the minimum chart of accounts under the mandated Generally Accepted Accounting Principals (GAAP) and that the Board will approve any necessary transfers at the minimum level set forth for the 2015/2016 budget format.
- Y. Motion to appoint Spiezele Architectural Group as Architect of Record for the 2015-2016 school year under the fee structure and terms of the Architect of Record agreement.
- Z. Motion to appoint TSA Consulting Group as 403(b) & 457 Third Party Administrator for the 2015-2016 school year (September 1, 2014 through August 31, 2015) under the terms of the existing agreement.
- AA. Motion to approve participation in the Sterling High School Inter Local Agency Shared Service Agreement (SJTP).
- AB. Motion to approve the purchase of a Newtek TriCaster Mini in the amount of \$5,995.00, including shipping, software and licenses.
- AC. Motion to approve and establish petty cash fund and administrator as follows:
- Northfield Community School – Linda Albright - \$250.00
 - Northfield Community School SACC – Linda Albright - \$50.00
 - Northfield Community Education Program – Linda Albright - \$100.00
- AD. Motion to approve the Pest Elimination Agreement with Western Pest Services in the amount of \$1,500.00 for the 2015-2016 school year.
- AE. Motion to approve the Cooperative Transportation Agreement with ACSSSD as transportation provider for the 2015-2016 school year (rates provided after routes are developed).
- AF. Motion to approve participation in the Inter-Local Agency Shared Service Consortia Agreement with EIRC.
- AG. Motion to approve a resolution for Member Participation in a Cooperative Pricing System with the Middlesex Regional Services Commission, MRESC, and authorized the School Business Administrator to execute the

agreement.

- AH. Motion to approve the attached list of Transfers for April 30, 2015.
- AI. Motion to approve the Installation of Cisco door access hardware by Wachter Technology Solutions, Inc in the amount of \$33,985.00.
- AJ. Motion to approve the E-Rate Exchange Services Agreement for in the amount of \$1,350.00 to provide e-rate services relating to the Universal service Administrative Company/School and Libraries Division E-rate application process for the 2015-2016 school year.

A Motion was made by Zubair Syed and seconded by Karyn White, to approve 6.B., 6.C., 6.D., 6.E., 6.F., 6.G., 6.H., 6.I., 6.J., 6.K., 6.L., 6.M., 6.N., 6.O., 6.P., 6.Q., 6.R., 6.S., 6.T., 6.U., 6.V., 6.W., 6.X., 6.Y., 6.Z., 6.AA., 6.AB., 6.AC., 6.AD., 6.AE., 6.AF., 6.AG., 6.AH., 6.AI., 6.AJ. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Levitt , Syed , White , Woodhouse , Wynne . Board Members Absent: Kennedy .

7. Policy

- A. Policy Committee Report (Mrs. Levitt)

There was no meeting held.

8. Appointments and Procedures

- A. Motion to approve the following:

- All policies and administrative procedures currently in effect shall remain in effect, until amended or deleted.
- The District's Standard Operating Procedures and Internal Controls Manual and The District's Purchasing Manual.
- The District's curriculum and textbooks.
- The mandated procedure for maintaining pupil records according to N.J.A.C. 6:3-6.3(a)2.
- Emergency Operations Plan, Crisis Intervention Procedures, and Emergency Management Plan.
- The Press of Atlantic City and The Current as the designated official newspapers for the Board.

- B. Motion to authorize the Business Administrator to develop an approved cash management plan.

- C. Motion to recognize the NEA as the official bargaining unit for teachers, secretaries, maintenance, custodial, and support staff as outlined in the Northfield Board of Education/Northfield Education Association Agreement, and the Northfield Principals Association as the official bargaining unit for principals as outlined in the Northfield Board of Education/Northfield Principals Association Agreement.

- D. Motion to approve the following officials:

- Linda Albright as the School Board Secretary
- Linda Albright, School Business Administrator, as the authorized purchasing agent, authorized to award contracts on behalf of the Northfield Board of Education that are in aggregate less than 15% of the bid threshold (currently \$5,400) without soliciting competitive quotations, and is authorized to seek quotations, when contracts in the aggregate exceed 15% of the bid threshold (currently \$5,400.00) but less than the bid threshold of \$36,000.00.
- Glenn Robbins as Affirmative Action Officer (Elementary School)
- Maureen Vaccaro as Affirmative Action Officer (Middle School)
- Glenn Robbins, Middle School Principal, 2000 New Road, Northfield, NJ (609) 407-4000, as Title IX Coordinator
- Lisa Harvey as Drug & Alcohol Coordinator
- Robert Garguilo as Emergency Management Coordinator
- Glenn Robbins as School Improvement Coordinator (Middle School)
- Maureen Vaccaro as School Improvement Coordinator (Elementary School)
- Janice Dye as Civil Rights Coordinator
- Glenn Robbins as Section 504 Compliance Officer (Middle School)
- Maureen Vaccaro as Section 504 Compliance Officer (Elementary School)
- Karen Batschelet, Child Study Team, 2000 New Road, Northfield, NJ (609) 407-4000 as ADA Coordinator
- Karen Batschelet as Coordinator of Child Study Team per terms and conditions of employment contract
- Linda Albright as Conscientious Employee Protection Act Officer (CEPA)
- Linda Albright as Public Affirmative Action Contract Officer (PACO)
- Linda Albright as Custodian of Records
- Linda Albright as The Right to Know Officer
- Linda Albright as the Safety & Health Designee
- Linda Albright as the Chemical Hygiene Officer
- Rollin Mease as The Integrated Pest Management Coordinator
- Rollin Mease as The Indoor Air Quality Designee
- Karen Deuel and Carole Lyons as Acting Board Secretary in the absence of the Board Secretary
- Kim Zaretsky as Homeless Liaison

Discussion: Mr. Garguilo explained that in the past the School Improvement Coordinator was the Curriculum Coordinator but, because NCS has two schools, the School Improvement Coordinator must be named for both schools. The Board amended this item and named Maureen Vaccaro, School Improvement Coordinator for Elementary School and Mr. Robbins for Middle School.

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

E. Motion to approve the following 403(b) and 457 Tax Shelter Annuity Providers:

- Morgan Stanley, Jay Hurley,
- Equitable Life Insurance, Bob Marone
- Lincoln Life Insurance, Vincent Blanche
- Siracusa Benefits, Jared Gruccio
- Vanguard Group

F. Motion to approve the following supplemental insurance providers:

- AFLAC - Russell Burt
- Phifer Financial Services - Walter Landgraf
- Prudential Insurance Company - Leslie Kendus
- UNUM Provident

G. Motion to Adopt the forms and procedures required to be used for the filing of notices of tort claim against the Board of Education on accordance with the provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:8-6, and as recommended by the ACCASBO JIF to which the Board is a member.

H. Motion to approve the procurement of Goods & Services through State Agency Contracts.

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

9. Shared Services

A. Shared Services Committee Report (Mr. Bruno)

There was no meeting held.

10. Other Business

A. Superintendent Report (Mr. Garguilo)

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

~ HIB report, 2 reports on 4/27 and 4/28/15 were filed, they were investigated and found to be HIBs, Mr. Garguilo explained the decisions rendered by the Principal and the consequences following the incidents, including counseling, discipline and parental communications.

- ~ Calendar for 2015-16
- ~ 8th grade beach trip
- ~ Recycled art contest
- ~ St. Augustine scholarship winner
- ~ Graduation

B. PTO Update (Mrs. White)

~ Volunteers needed for upcoming events

C. NEF Update

~ Volunteers needed

~ Clubs approved for next school year include Robotics and Mock Trial

- D. Motion to approve the Public Budget Hearing Minutes from April 27, 2015.
- E. Motion to approve the Regular Session Meeting Minutes from April 27, 2015.
- F. Motion to approve the Executive Session Meeting Minutes from March 16, 2015.

A Motion was made by Steve Wynne and seconded by Angelic Delcher, to approve 10.F. The Motion Passed by a vote of 7 Ayes, 0 Nays and 1 Abstentions. Board Members voting Ayes: Bruno , Delcher , Levitt , Syed , White , Woodhouse , Wynne . Board Members Absent: Kennedy . Board Members Abstain: Barnhart .

- G. Motion to approve the Executive Session Meeting Minutes from April 27, 2015.
- H. Motion to approve the Automated External Defibrillator Emergency Action Plan for the Northfield Community School.

Discussion: Mr. Garguilo explained that the defibrillator units need to be replaced and the plan outlines their care.

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

- I. FYI: Hitting A Moving Target: The New School Ethics Advisory Opinions

Discussion: Mr. Wynne shared that during the SBA meeting last month Mrs. Levitt was honored for her 25 years of service. They were also informed during the presentation, if a member of the Board is related to anyone employed at NCS, they must abstain from voting on any motions that concern personnel.

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

~ Summer program numbers are still a little low. They are currently at 30% of last year's summer enrollment numbers. The deadline may be extended after May 22nd.

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

11. Open to the Public

- Alex Bomateri, 2231 Shore Road Linwood, NJ, Teacher and a student in masters program. He explained that his program requires him to attend a few Board meetings.

- Jim Schafer, 8 Dee Dr., Linwood, asked if it is 15 days from the time of the Board of Education meeting to respond to Ms. Schafer. Mr. Garguilo answered yes to his question.

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 June 22, 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 Karyn White and seconded by Deborah Levitt, to approve item 12. The Motion Passed by a vote of 8 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Levitt , Syed , White , Woodhouse , Wynne . Board Members Absent: Kennedy .

13. Announcement

Next Regular BOE Meeting, Monday, June 22, 2015, Vocal Music Room, 6:30 PM

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 personnel, complete solicitor interviews 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 re-entered into Executive Session at 7:45 p.m.
Let the minutes reflect that the Board of Education returned to Regular Session at 8:25 p.m.*

A Motion was made by Steve Wynne and seconded by Angelic Delcher, to re-enter into Executive Session. The Motion was passed by 7 Ayes, 0 Nays and 0 Abstentions. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Syed, Woodhouse, Wynne. Board Members Absent: Kennedy, White.

A Motion was made by Angelic Delcher and seconded by Deborah Levitt, to return to open session.. The Motion Passed by a vote of 7 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Levitt , Syed , Woodhouse , Wynne . Board Members Absent: Kennedy , White .

A Motion was made by Zubair Syed and seconded by Mark Bruno, to appoint Schwartz, Simon, Edelstein & Celso, LLC as the Board Solicitor, per the terms of the proposed agreement, for the 2015-2016 school year. The Motion Passed by a vote of 5 Ayes, 0 Nays and 2 Abstentions. Board Members voting Ayes: Delcher , Levitt , Syed , Woodhouse , Wynne . Board Members Absent: Kennedy , White . Board Members Abstain: Barnhart , Bruno .

14. Adjournment

A Motion was made by Angelic Delcher and seconded by Stephanie Woodhouse, to adjourn the meeting at 8:27 p.m.. The Motion Passed by a vote of 7 Ayes and 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Bruno , Delcher , Levitt , Syed , Woodhouse , Wynne . Board Members Absent: Kennedy , White .

Respectfully submitted,

Linda Albright
Business Administrator/Board Secretary