

**NORTHFIELD COMMUNITY SCHOOL**  
**Northfield Community School, Vocal Music Room, 6:15 PM**

Meeting Called to Order by the Board of Education President, Steve Wynne at 6:30 pm.

Roll Call

Mr. Barnhart	Present
Mr. Bruno	Present
Mrs. Delcher	Present, Left at 7 pm, Returned at 9:30 pm
Mrs. Levitt	Present
Mr. Milhous	Present
Dr. Syed	Present
Mrs. White	Absent
Ms. Woodhouse	Present
Mr. Wynne	Present

Superintendent  
Dr. Fipp

Business Administrator/Board Secretary  
Linda Albright

Solicitor  
Mr. Brown

Additional Administrators in Attendance  
Mrs. Vaccaro  
Mr. Robbins

Silent Moment  
A silent moment was observed.

Salute to the Flag  
A Salute to the Flag was conducted.

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 February 28, 2014 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 February 28, 2014 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 and review pending litigation, 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 pm.  
Let the minutes reflect that the Board of Education returned to regular session at 6:55 pm.*

A Motion was made by Jon Barnhart, and seconded by Deborah Levitt, to approve item 1. The Motion Passed by a vote of 8 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: White.

A Motion was made by Angelic Delcher, and seconded by Marc Bruno, to return to open session. The Motion Passed by a vote of 8 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: White.

## 2. Presentation

### A. Bond referendum Presentation:

- Steve Siegel, Architect
- Joel Fleishman, Bond Counsel, Sherry Tracey, Financial Advisor

**Discussion:** Mrs. Albright introduced Steve Siegel, Joel Fleishman, Sherry Tracey, and James Sarno who reviewed the Scope of work, costs, tax impact, State Grants and Aid in a detailed power point presentation, available on District's Website.

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

- **Sindy Baker**, 25 Northfield Plaza, asked why the month of September was picked for the Bond Referendum. Mrs. Baker asked what percentage of vote is needed to pass the Referendum. Mr. Siegel explained that a majority vote is needed. Mrs. Baker asked why it takes so long to go to bid. Mr. Siegel explained that once voted, the design phase usually takes 1-2 months. Mr. Siegel explained the time frames and limits, added the goal is to complete most of the construction during the summer of 2015, but may go into September. Mrs. Baker asked about the impact on the city taxes. Mrs. Tracey explained the impact, added that since the existing debt will be paid in full, overall taxes will still decrease even with the new debt incurred.
- **Ann Smith**, 1607 Shore Road, expressed concern about not replacing a full time certified school nurse with a full time certified school nurse. Mrs. Smith explained that the DOE does not recognize the 750 student ratio, added the NCS has had two full time school nurses since it opened its doors 16 years ago, and it is unacceptable for this position to be eliminated and replaced with a part time (4 hours per day) nurse position. Considering the information she obtained through her OPRA request, the traffic is high, as well as enrollment. Therefore Mrs. Smith asked the Board to consider that the part time nurse position be tabled and a full time nurse be hired.
- **Mary Ann Devine**, 7th Grade Social Studies Teacher, explained that this upcoming school year, with the implementation of the new schedule, the Social Studies hours will be decreasing and she is now being transferred to teach mainly science. This transfer will have an impact on Patriotic Days, as they are not part of the science curriculum. Mrs. Devine explained that Patriotic Days are covered as part of the Social Studies curriculum and with the new DOE requirements and PARCC they will be impossible to do outside her time teaching science. Mrs. Devine added our Veteran's Program has been rated The Best in the Country - we have won the distinction of National Site Recognition 3 times.
- **Robert Webb**, 18 West Revere Ave, was sad to hear that Mrs. Devine will not do the Patriotic Days in the future. Mr. Webb strongly believes that the Patriotic Days should be part of the curriculum and the opportunity to convey in person what the veterans have fought and died for to the students should be preserved as long as possible. The program is loved and appreciated by vets, students and community; added Mrs. Devine is needed and wanted; the kids love to hear true stories.

- **Dennis Mahon**, 7 Twelve Oaks Court, Senior Vice Commander, American Legion Post 295 stated that is here to express appreciation for the job Mrs. Devine has done over the past 8 years and his personal regret and disappointment that she is being moved to be a science teacher and will not be able to do the Veteran's Program. Mr. Mahon has served for 10 years in Cambodia and Vietnam and after coming back to the US he was not treated as a Patriot. Mrs. Devine changed all that, bringing out the Patriotism, she got him involved with the kids. Believing and recognizing the Veterans makes a difference. Mr. Mahon urged the NBOE and administration to keep Mrs. Devine in the program.
- **Christine Arsenis**, 2 Locust Drive, expressed concern about the current school door security and phone systems, acknowledged the planned updates for both, asked what will be done in a meantime for those to be improved, since there is a considerable amount of time for the outlined improvements to take place. Mrs. Arsenis noted that the phones go out when there is a storm and there is but one land line to be used in those cases. Mrs. Arsenis asked that a policy be put in place that will allow all children attending clubs to receive a certificate of completion at the end of that experience. Mr. Wynne asked Mrs. Arsenis to submit her security concerns in writing so they can be addressed promptly.
- **Patricia Leeds**, 1216 Parker Ave, is a parent of a 7th grade student who was very lucky to have Mrs. Devine as a Social Studies teacher. Mrs. Leeds is confused on how can Mrs. Devine be transferred to teach Science, as she is doing so much within the Social Studies curriculum including all the projects, the veterans and all Patriotic programs. Mrs. Leeds stated she submitted a letter to the BOE and school administration for Mrs. Devine to continue teaching Social Studies; stated the Veteran's Program teaches the children compassion, interaction with elders and so much more. Mrs. Leeds expressed her disappointment in losing Mrs. Devine as a social studies teacher, added the Patriotic Programs will be lost without her.
- **Robert Burness**, 208 Ridgewood Drive, noted that the Patriotic Programs are working beautifully and if it is not broken don't fix it.
- **Shannon VandenBerg**, 1915 Sutton Ave, expressed concern about the new school schedule. She would like to see a presentation at a different time outlining this schedule and addressing any concerns that parents might have. Mr. Wynne asked Mrs. VandenBerg to submit questions in an email form so they can be addressed in the next board meeting. Mrs. VandenBerg expressed her displeasure of the reassigning of Mrs. Devine.
- **Megan Sher**, 224 Roosevelt Ave, expressed concern about the school's poor decision making and the Board not answering the questions posed at a previous meeting. Mrs. Sher referenced a transcription of the Board meeting from March 2013 where the Math curriculum changes were outlined to reflect the new DOE requirements. Mrs. Sher continued with the events that followed, stated she is still concerned about students not receiving the full curriculum. Mrs. Sher asked who is teaching Math Grade 8 next year. Dr. Fipp answered Mr. Corley as well as two part-time highly qualified math teachers. Mrs. Sher also addressed the problem with the miscommunication between the NCS, Somers Point and Linwood Schools Administration. Mrs. Sher urged the Board and administration to put the children first.
- **Antoinette Hedrich**, 2510 Shore Road, expressed concern that after speaking at a Board meeting a few months ago and addressing the board members in a personal email about settling the contract only a few short weeks ago, she is being addressed by the Principal.
- **Gary Battistini**, Elementary School Teacher, expressed concern that the questions and concerns posed at the Board meetings are not being addressed.
- **Noel Tobiasen**, 24 Henry Drive, Middle School Teacher, has been teaching 8th grade this past year and it has not been a good match for her. Recently she interviewed and received a different spot. Mrs. Tobiasen thanked Dr. Fipp and Mr. Robbins for the opportunity.
- **Amy Hughes**, 2036 Shepherd Drive, noted that there are a lot of part time aide positions on the agenda. Mrs. Hughes related her personal experience and expressed concern about the positions being part time, noted there is a sense of ownership when you work a full time position. Mrs. Hughes urged the Board to settle the contract.

**4. Curriculum****A. Curriculum Committee Report (Mrs. White)**

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

- ~ New schedule and transfers
- ~ Math course offerings / ELA course offerings
- ~ Advanced course offerings
- ~ Summer courses, BSI, Special Education and Algebra
- ~ STEM/TECH Curriculum
- ~ Teach NJ end of the year mandates

**B. May Monthly Reports**

- Mr. Robbins
- Mrs. Vaccaro
- Ms. Hehre
- Mr. Mease
- Mr. Phommathep

Mrs. Vaccaro informed that two Emergency Procedures were conducted in May: May 7, 2014 Fire Drill 2:30-2:42 pm, and May 8, 2014 Lockdown 1:30-1:40 pm.

- C.** Motion to approve the donation checks in the amount of \$50.00 each from Erland Chau and Nicholas Piergiovanni (to be applied towards the cost of the 8<sup>th</sup> grade class trip).
- D.** Motion to approve the 2014-2015 Professional Development Plan per the attached.
- E.** Motion to approve the summer SACC Beauty & the Beast proposal per the attached.

**Discussion:** Mrs. Levitt asked if there will be 16 or 17 90 minutes rehearsals. Ms. Hehre answered 16.

A Motion was made by Kevin Milhous, and seconded by Deborah Levitt, to approve item 4.E. The Motion Passed by a vote of 7 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: Delcher, White.

A Motion was made by Kevin Milhous, and seconded by Deborah Levitt, to approve item 4.C and 4.D. The Motion Passed by a vote of 7 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: Delcher, White.

**5. Personnel****A. Personnel Committee Report (Mr. Wynne)**

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

- ~ Open teaching/certified positions for 2014-15 school year
- ~ Sports and club volunteers for 2014-15 school year
- ~ Appoint NEF Middle School Club Advisors (2014-15 school year)
- ~ Aides for 2014-15 school year
- ~ Transfers of teaching positions

- B.** Motion to approve the Employment Contract between Mr. Robert Gaguilo and the Northfield Board of Education for Interim Superintendent effective August 1, 2014 through June 30, 2015 at a per diem rate

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of \$600.00 per the terms of the negotiated contract and as approved by the Executive County Superintendent.

- C. Motion to approve, upon the recommendation of the Superintendent, April Martyn and Tina Guetzlaff as part time main entrance receptionist for the period of 8/18/14 through 8/29/14 at an hourly rate of \$10.00 (no benefits). Ms. Martyn will work 9 am – 12 noon and Mrs. Guetzlaff will work from 12 noon – 3 pm.
- D. Motion to approve, upon the recommendation of the Superintendent, the following club and sports volunteers:
- Boys' Soccer – Nick Kafkalas and Julia Vain
  - Girls' Soccer – Dr. Ira Wertheimer
  - Band – Steve Kintish, Mike Wolf and Craig Garwood
  - Boys' Basketball – John Palmieri
- E. Motion to approve, upon the recommendation of the Superintendent, the following teaching staff transfers for the 2014-15 school year:
- Noel Tobiasen from 8<sup>th</sup> grade ELA to 6<sup>th</sup> grade ELA (replaces Mrs. Donovan who is retiring).
  - Kathryn Muldoon assigned to 8<sup>th</sup> grade ELA (replaces Mrs. Tobiasen).
  - Stephen Miller from 8<sup>th</sup> grade social studies to 6<sup>th</sup> grade social studies (replaces Mrs. McClay who is transferred to 8<sup>th</sup> grade social studies).
  - Lisa McClay from 6<sup>th</sup> grade social studies to 8<sup>th</sup> grade social studies (replaces Mrs. Miller).
  - Mary Ann Devine from 7<sup>th</sup> grade science and social studies to 7<sup>th</sup> grade science.
  - Michelle Malhado from 8<sup>th</sup> grade conversational Spanish and Spanish I to grade 3, 5 to 8 Conversational Spanish and Spanish I.

**Discussion:** Mr. Wynne explained that item 5.E. was replaced by item 5.AB.

- F. Motion to approve, upon the recommendation of the Superintendent, the following NEF Middle School Club Advisors for the 2014-15 school year:
- Future Engineers Club – Mrs. O'Connor
  - Media Club – Mrs. Schafer
  - Chess Club – Mrs. Vain
- G. Motion to approve, upon the recommendation of the Superintendent, Brenda Price as a substitute teacher for the Basic Skills At-Risk Summer program.
- H. Motion to approve the move on the 2012-13 salary guide for Denay Schallwitz from Step 2, BA +15 to Step 2, BA +15 effective September 1, 2014 at a salary of \$47,664\*. This is the result of the completion of college courses. \*Salary to be adjusted, if necessary, upon ratification and approval of negotiated agreement by the Association and Board of Education.
- Discussion:** Mr. Wynne explained that item 5.H. was replaced by item 5.AA.
- I. Motion to approve the following fieldwork placement request from Rowan University for the Fall, 2014 semester:
- Sarah Carrasquillo – to work with Mrs. Lundbeck (Physical Education)
- J. Motion to approve the following fieldwork placement request from Richard Stockton College for the Fall 2014 semester:
- Andrea Schmidt – to work with Mrs. Levy (1<sup>st</sup> grade)

- K. Motion to approve the following student teacher placement requests from Richard Stockton College for the Fall 2014 semester:
- Kimberly Peters – to work with Mrs. Heenan (3r grade)
  - Jordan Watts – to work with Mrs. Smith (5<sup>th</sup> grade)
  - Matthew Greer – to work with Mrs. Schroeder (7<sup>th</sup> grade)
- L. Motion to accept the resignation of Elizabeth Gideon as a part time aide effective June 30, 2014.
- M. Motion to approve the posting and/or advertising for a part time aide for the 2014-15 school year (to replace Ms. Gideon).
- N. Motion to accept the resignation of Joseph Paoella as a lunch/playground aide effective June 30, 2014.
- O. Motion to approve the posting and/or advertising for lunch/playground aide for 3 days per week, 3 hours per day for the 2014-15 school year (to replace Mr. Paoella).
- P. Motion to approve, upon the recommendation of the Superintendent, Michelle Abramowitz as speech language specialist for the summer 2014 special education program from 7/7/14 – 8/1/14 at a salary of \$1,920.00. This program funded by IDEIA Grant.
- Q. Motion to approve the posting and/or advertising for an anticipated opening for a part time office/accounting clerk effective August 4, 2014.
- R. Motion to approve the posting and/or advertising for a one on one special education aide for the summer special education program.
- S. Motion to approve the posting and/or advertising for a 4 hours per day certified nurse. (Proposal to move from 2 hour per day to 4 hour per day as recommended by the Superintendent).
- Discussion:** Mr. Barnhart asked what 4 hours per day. Dr. Fipp explained that the 4 hours will be either the first four hours of the school day, 8am to 12pm, or the last 4 hours of the school day, 12pm to 4pm, depending on need. Mr. Milhous asked if there is an intention for the position to become a full time position. Mr. Wynne explained that finding the funds to finance the nurse's position has been a priority.\\
- A Motion was made by Steve Wynne, and seconded by Deborah Levitt, to approve item 5.S. The Motion Passed by a vote of 7 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: Delcher, White.
- T. Motion to approve, upon the recommendation of the Superintendent, Wendy Miller as the STAR Program Advisor for the 2014-15 school year at a stipend of \$1,215.00. Stipend paid by the NEF/Dave's Day Foundation.
- U. Motion to approve, upon the recommendation of the Superintendent, the following substitutes for the Summer SACC program:
- Kirstie Byrnes
  - Denay Schallawitz
  - Rebecca Stonelake (pending successful completion of the criminal history background check)
- V. Motion to approve, upon the recommendation of the Superintendent, the following Elementary School Club Advisors for the 2014-15 school year:
- Chess Club – Mrs. Laura Levy
  - Garden Club – Mrs. Cheryl Bonsall (open to Grades K-8)
  - Mathlete – Mrs. Susan Hinman (open to Grades 4-5)

- W. Motion to approve, upon the recommendation of the Superintendent, the following Part-Time Special Education Aide Position for the 2014 summer Special Education Program:
- Angela Levy, 10 hours per week, July 7 – July 31, 8:30 – 11:00 am
- X. Motion to approve, upon the recommendation of the Superintendent, the following Part-Time Special Education Aide Positions for the 2014-2015 school year:
- Brittany Longo, Part-Time AM Special Education Aide (for the newly created Multiple Disabilities Classroom – Kindergarten to Grade 2) at a rate of \$16.12 per hour (no benefits) for 19.5 hours/week. \*Salary to be adjusted, if necessary, upon the ratification and approval of the negotiated agreement by the Association and Board of Education.
  - Katie Hurley, Part-Time AM Special Education Aide (for the newly created Multiple Disabilities Classroom – Kindergarten to Grade 2) at a rate of \$16.27 per hour (no benefits) for 19.5 hours/week. \*Salary to be adjusted, if necessary, upon the ratification and approval of the negotiated agreement by the Association and Board of Education.
  - Hayley Dannehower, Part-Time PM Special Education Aide (for the newly created Multiple Disabilities Classroom – Kindergarten to Grade 2) at a rate of \$16.12 per hour (no benefits) for 19.5 hours/week pending successful completion of criminal history background check and new employee physical. \*Salary to be adjusted, if necessary, upon the ratification and approval of the negotiated agreement by the Association and Board of Education.
  - Hayley Price, Part-Time PM Special Education Aide (for the newly created Multiple Disabilities Classroom – Kindergarten to Grade 2) at a rate of \$16.12 per hour (no benefits) for 19.5 hours/week pending successful completion of criminal history background check and new employee physical. \*Salary to be adjusted, if necessary, upon the ratification and approval of the negotiated agreement by the Association and Board of Education.
  - Debra Noon, Part-Time Special Education Aide (to replace retiring Judy Donato) at a rate of \$17.69 per hour (no benefits) for 19.5 hours/week. \*Salary to be adjusted, if necessary, upon the ratification and approval of the negotiated agreement by the Association and Board of Education.
  - Tina Guetzlaff, Part-Time AM Special Education Aide (to replace Terry Gassman, a full-time position split into 2 part-time positions) at a rate of \$11.97 per hour (no benefits) for 19.5 hours/week. \*Salary to be adjusted, if necessary, upon the ratification and approval of the negotiated agreement by the Association and Board of Education.
  - Denise Blanche, Part-Time PM Special Education Aide (to replace Terry gasman, a full time position split into 2 part-time positions) at a rate of \$10.55 per hour (no benefits) for 19.5 hours/week. \*Salary to be adjusted, if necessary, upon the ratification and approval of the negotiated agreement by the Association and Board of Education.
- Y. • Motion to approve, upon the recommendation of the Superintendent, Laura Kane, as long term substitute replacement teacher effective 9/1/2014 through approximately 4/13/2015 at a per diem rate of \$145.00\* (no benefits) for the First 60 days, then at a rate based off of Step 1 BA of the 2012-13 salary guide. Ms. Kane will be replacing Ms. Ryan while she is on leave. \*Salary to be adjusted, if necessary, upon the ratification and approval of the negotiated agreement by the Association and Board of Education.
- Z. Motion to approve the posting and/or advertising for the following Part-Time Special Education Aide Positions:
- Part-Time AM One-on-One Aide position (to replace Debra Noon, who is moving to Judy Donato position)
  - Part-Time PM One-on-One Aide position (to replace Brittany Longo, who is moving to the Multiple Disabilities classroom)
  - Part-Time AM Classroom Aide for the Pre-School Handicapped Classroom (to replace Katie Hurley, who is moving to the Multiple Disabilities classroom)

- Part-Time AM One-on-One Aide position for Preschool Handicapped Student
- AA. • Motion to approve the move on the 2012-13 salary guide for Denay Schallawitz from Step 2, BA to Step 2, BA +15 effective September 1, 2014 at a salary of \$47,664\*. This is the result of the completion of college courses. \*Salary to be adjusted, if necessary, upon the ratification and approval of the negotiated agreement by the Association and Board of Education.
- AB. Motion to approve, upon the recommendation of the Superintendent, the following teaching staff transfers for the 2014-15 school year:
- Noel Tobiasen from 8<sup>th</sup> grade ELA to 6<sup>th</sup> grade ELA (replaces Mrs. Donovan who is retiring).
  - Kathryn Muldoon assigned to 8<sup>th</sup> grade ELA (replaces Mrs. Tobiasen).
  - ~~Mary Ann Devine from 7<sup>th</sup> grade science and social studies to 7<sup>th</sup> grade science.~~
  - Michelle Malhado from 8<sup>th</sup> grade Conversational Spanish and Spanish I to grade 3, 5 to 8 Conversational Spanish and Spanish I

(This motion replaces motion 5.E.)

**Discussion:** Mr. Wynne explained that this motion replaces motion 5.E. The difference being bullet 3 is excluded until it is further reviewed with Mr. Robbins.

A Motion was made by Kevin Milhous, and seconded by Deborah Levitt, to approve item 5.AB as amended without bullet 3. The Motion Passed by a vote of 7 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: Delcher, White.

**Discussion:** Mr. Barnhart informed the Board that Motion 5.E. is being replaced by Motion 5.AB. and motion 5.H. is being replaced by motion 5.AA.

A Motion was made by Steve Wynne, and seconded by Deborah Levitt, to approve item 5.B., 5.C., 5.D., 5.F., 5.G., 5.I., 5.J., 5.K., 5.L., 5.M., 5.N., 5.O., 5.P., 5.Q., 5.R., 5.T., 5.U., 5.V., 5.W., 5.X., 5.Y., 5.Z., and 5.AA. The Motion Passed by a vote of 7 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: Delcher, White.

## 6. Facilities

- A. Facilities Committee report (Mr. Barnhart)

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

- ~ Bond Referendum
- ~ NJDOT Route 9 Sidewalk Project
- ~ Dual use applications for the 2014-15 school year
- ~ PT Consultants, Inc. Site Investigation Report

- B. Motion to approve the Dial Use Applications for the 2014-2015 School Year for Rooms #906, 908, 910, 935, 975, 976.
- C. Motion to approve the Proposal in the amount of \$5,977.78 from Johnson Controls to perform condenser coil cleaning on the Trane RTU's.

A Motion was made by Jon Barnhart, and seconded by Deborah Levitt, to approve item 6.B. and 6.C. The Motion Passed by a vote of 7 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: Delcher, White.

## 7. Finance

- A. Finance Committee Report (Dr. Syed)



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

- ~ Transfers, BSR, and Treasurer's Report
- ~ Lunch prices for 2014-2015 school year
- ~ Vended meals contract between Northfield Board of Education and YALE school
- ~ State \$807 million budget shortfall
- ~ IDEA FY15 Grant submission
- ~ NCLB FY15 Grant submission

- B. Pursuant to NJAC 6A:23-2.12(c)4, we certify that as of May 31, 2014, and having received the certification of the Business Administrator, pursuant to NJAC 6A:23-12(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:23-2.12(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 May 31, 2014.
- D. Motion to approve the Cash Reconciliation (Treasurer's) Report for May 31, 2014.
- E. Motion to approve the attached list of Transfers for May 31, 2014.
- F. Motion to approve the Bill's List in the amount of \$396,187.13.
- G. Motion to approve the purchase of an iPad cart which includes 30 iPads and one cart, in the amount of \$17,016.95, from the State of New Jersey Contract #70259, WSCA.

**Discussion:** Dr. Syed asked if it is necessary for more iPads to be purchased at this moment. Mrs. Albright explained that this purchase is budgeted in the 2014-2015 school year as part of technology, added each year we try to budget for additional and replacement technology. Mrs. Albright explained that the iPads will be used in the media center and also will facilitate PARCC as well as the chromebooks that are being purchased. Mr. Milhous asked if the purchase of additional iPads and chromebooks is absolutely necessary for successful PARCC testing; added if the money can be saved, they can go towards the full time nurse position.

A Motion was made by Zubair Syed, and seconded by Deborah Levitt, to approve item 7.G. The Motion Failed by a vote of 2 Aye and 5 Nay. Board Members voting Aye: Barnhart, Levitt. Board Members voting Nays: Bruno, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: Delcher, White.

- H. Motion to approve the purchase for 3 Chromebook Carts (90 Chromebooks with licensing and 3 carts) from HP Public Sector Sales in the amount of \$34,560.00.

**Discussion:** Dr. Syed explained that item 7.H. was replaced by item 7.AA.

- I. Motion to approve Student Accident Insurance policy for July 1, 2014 – June 30, 2015 in the amount of \$2,011.00 as part of the ACCASBO JIF 2014-2015 assessment.
- J. Motion to approve renewal of Surety Bonds for Business Administrator/Treasurer of School Monies in the amount of \$684.00 for the period July 13, 2014 – July 12, 2015.
- K. Motion to approve the following lunch prices for the 2014-2015 school year. (This is a mandatory \$0.10 cents increase based on the requirements of the new Federal Legislation):
- Elementary School Grades K-4 - \$2.60
  - Middle School Grades 5-8 - \$2.70
  - Adult Lunch - \$4.00

- L. Motion to approve that the Business Administrator be authorized to do account transfers that may be needed to close the fiscal year with Board confirmation at the next regular meeting.
- M. Motion to rescind the motion approved at the November 25, 2013 board meeting to approve the 2013-2014 School Year Non Public Joint Transportation Agreement between Northfield Board of Education and Mainland Regional School District in the amount of \$7,307.73 as follows:
- SJT/HSHS St. Joseph Regional \$7,307.73
- N. Motion to approve the 2013-2014 School Year Non Public Joint Transportation Agreement between Northfield Board of Education and Mainland Regional School District in the amount of \$7,481.79 as follows:
- SJHS St. Joseph Regional \$7,481.79
- O. Motion to approve that the Board provide a custodian for National Night Out, August 5, 2014, not to exceed five hours (approximately 6:00 pm to 11:00 pm) at \$20.00 per hour (\$100.00).
- P. Motion to approve a Resolution Supporting A-2930/S-1987 Eliminating Superintendent Salary Cap.
- Q. Motion to approve the vended meals contract between Northfield Board of Education and YALE school, Atlantic to provide student lunches at \$4.00 per lunch, contract will include for a set amount of lunches per day based on enrollments, approximately at 50, for the 2014-2015 school year per the terms of the Northfield Board of Education/Yale Agreement. Adult lunches will be available for \$4.50 per lunch on a cash per diem basis.
- R. Motion to approve DOB 5/30/01 to attend the Multiple Disabilities Program at ACSSSD at an annual tuition rate of \$36,360.00 for the 2014-15 school year.
- S. Motion to approve DOB 5/30/01 to attend the Extended School Year Multiple Disabilities Program at ACSSSD at an annual tuition rate of \$2,100.00 for the summer 2014.
- T. Motion to approve DOB 3/25/03 to attend the YALE School Autistic Program in Mullica Township at an annual tuition rate of \$64,680.00 (includes ESY) for the 2014-15 school year.

**Discussion:** Mrs. Levitt pulled item 7.T. to make everyone aware of the large expenditure.

A Motion was made by Zubair Syed, and seconded by Deborah Levitt, to approve item 7.T. The Motion Passed by a vote of 7 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: Delcher, White.

- U. Motion to approve DOB 3/25/03 a personal aide at the YALE School Autistic Program in Mullica Township in the amount of \$37,500.00 for the 2014-15 school year.

**Discussion:** Mrs. Levitt pulled item 7.U. to make everyone aware of the large expenditure.

A Motion was made by Zubair Syed, and seconded by Deborah Levitt, to approve item 7.U. The Motion Passed by a vote of 7 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: Delcher, White.

- V. Motion to approve DOB 10/27/10 Extended School Year at ACSSSD at a rate of \$2,100.00.
- W. Motion to rescind the motion to establish petty cash funds and administrators as follows:

- Northfield Community School - Linda Albright - \$300.00
- X. 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
- Y. Motion to approve submission of the IDEA FY15 grant as follows:
- Basic - \$224,362
  - Preschool - \$10,740
- Z. Motion to approve submission of the NCLB FY15 grant as following:
- Title IA - \$110,181.00
  - Title IIA - \$22,164.00
  - Title III - \$6,137.00
- AA. Motion to approve the purchase for 3 Chromebook Carts (90 Chromebooks with licensing and 3 carts) from HP Public Sector Sales in the amount of \$34,560.00, State of New Jersey Contract #70262, WSCA (This motion replaces motion 7.H.).

**Discussion:** This motion was tabled to be reviewed and discussed further.

A Motion was made by Zubair Syed, and seconded by Deborah Levitt, to approve items 7.B., 7.C., 7.D., 7.E., 7.F., 7.I., 7.J., 7.K., 7.L., 7.M., 7.N., 7.O., 7.P., 7.Q., 7.R., 7.S., 7.V., 7.W., 7.X., 7.Y., and 7.Z. The Motion Passed by a vote of 7 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: Delcher, White.

## 8. Policy

- A. Policy Committee Report (Mrs. Levitt).

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

- ~ Dress code for staff
- ~ US Savings Bond
- ~ State changes
- ~ Use of Facility Request Policy and Regulation 1330

- B. Motion to approve the 2nd and final reading of the following revised policies:

- #2224, Nondiscrimination/Affirmative Action
- #4111, Recruitment, Selection and Hiring (certified staff)
- #4111.1/4211.1, Nondiscrimination/Affirmative Action
- #4211, Recruitment, Selection and Hiring (non-certified staff)
- #5141, Health
- #5145.4, Equal Education Opportunity
- #6121, Nondiscrimination/Affirmative Action
- #6145, Extracurricular Activities

- #6147.1, Evaluation of Individual Student Performance

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

C. Motion to approve the 1st reading of the following policies and regulations:

- Policy #2121, Organizational Chart
- Regulation #4111R, Recruitment, Selection and Hiring
- Policy #4119.27/4211.27, Staff Use of Internet Social Networks and Other Forms Electronic Communication
- Policy #5113, Attendance, Absences and Excuses
- Regulation #5126, Awards, Criteria, Sponsorship, Amounts
- Policy #5131.6, Drugs, Alcohol, Tobacco
- Bylaw #9420, Awards by Board of Education for Retiring Staff Members

**Discussion:** Mrs. Levitt reviewed revisions of Policy #2121, #4119.27/4211.27, Regulation #5126, and #5131.6. Regulation #4111R, and Policy #5113 were tabled. Mrs. Levitt explained that in Regulation #4111R there is an added language "all interviews are being conducted by Superintendent". Mr. Milhous explained that the discussion was about how many candidates be presented to the Board for Administrative positions. Mrs. Levitt explained that the policy was discussed and it is up to the Superintendent to make that decision as outlined by Statute. Mr. Wynne explained the Statute further and reviewed hiring for Administrative positions.

A Motion was made by Deborah Levitt, and seconded by Steve Wynne, to approve the following policies and regulations: Policy #2121, Policy #4119.27/4211.27, Regulation #5126, and Policy #5131.6. The Motion Passed by a vote of 8 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: White.

A Motion was made by Deborah Levitt and seconded by Marc Bruno, to approve Bylaw #9420. The Motion Passed by a vote of 8 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: White.

**9. Shared Services**

A. Shared Services Committee Report (Mr. Milhous)

There was no meeting held.

**10. Information**

A. PTO Update (Mrs. White & Dr. Fipp)

~ PTO did a marvelous job assisting with Field Days, as well as the 4 PE Teachers.

B. NEF Update (Mr. Milhous)

~ New President - Kerrie Marrone  
 ~ TV Donated to display Arts in foyer  
 ~ Raffle Donations

C. Sports Booster Update

- ~ Annual Award Banquet held
- ~ New uniforms purchased for next year

- D. Motion to approve the Executive Session Minutes for May 19, 2014, and June 3, 2014.

A Motion was made by Stephanie Woodhouse and seconded by Deborah Levitt, to approve item 10.D. The Motion Passed by a vote of 8 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: White.

- E. Motion to approve the Regular Meeting Minutes for May 19, 2014.

A Motion was made by Stephanie Woodhouse and seconded by Deborah Levitt, to approve item 10.E. The Motion Passed by a vote of 8 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: White.

## 11. Other Business

- A. NJSBA Representative Charlene Zoerb will present to the Board of Education the CSA Evaluation and BOE Evaluation Information and BOE Procedural Information.

**Discussion:** Charlene Zoerb, NJSBA representative, distributed information packages to the Board Members rather than doing an 1 hour presentation on Executive Session. Mrs. Zoerb suggested the information to be reviewed and discussed at a more convenient time, such as a Board retreat meeting.

## 12. Open to the Public

- **Lynn Martino**, 1605 Bay Drive, noted it has been an excellent school year. Mrs. Martino expressed regrets in the loss of Mrs. Gassman. She has worked in the Northfield School for many years and was an excellent person and aide, added she was very close to her students. Mrs. Martino thanked Mrs. Vaccaro for the great job handling Mrs. Gassman's 22 students. Mrs. Martino acknowledged there is a lot to be done in the summer to get prepared for the new school year, pleaded to please settle the contract. She would like to come back in the fall and start the new school year with a settled contract.
- **Mary Ann Devine**, 7th Grade Teacher, has been a teacher for 26 years. Mrs. Devine noted that as of this moment there is no change in the teacher configuration - there are still 2 Science and 2 Social Studies Teachers, asked how the schedule will look? Dr. Fipp explained that this will be discussed with the Principal. There will be no transfer. There will be a change in the number of periods.
- **Carol Ferguson**, 2043 N. Shepherd Drive, asked about Mrs. Malhado's transfer noted on the agenda and if she is to still teach Conversational Spanish/French. Dr. Fipp answered yes.
- **Zach Delcher**, 681 Pasadena Drive, noted that all teachers deserve a contract, and the image the Board portrayed was not currently a good one.

## 13. 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 July 28, 2014 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 BOE and CSA evaluation, personnel negotiations, and matters covered by attorney client privilege during the aforementioned Executive Session; and BE IT FURTHER RESOLVED that the public portion of the

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Northfield Board of Education meeting will commence at 7:00 p.m.

A Motion was made by Steve Wynne and seconded by Kevin Milhous, to approve item 13. The Motion Passed by a vote of 8 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: White.

*Let the minutes reflect that the Board of Education re-entered into executive session at 9:30 pm.  
Let the minutes reflect that the Board of Education returned to regular session at 10:24 pm.*

A Motion was made by Steve Wynne, and seconded by Deborah Levitt, to re-enter Executive Session to discuss superintendent evaluation. The Motion Passed by a vote of 8 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: White.

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 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: White.

**14. Announcement**

Next Regular BOE Meeting, Monday, July 28, 2014, Vocal Music Room, 6:30 PM.

**15. Adjournment**

A Motion was made by Steve Wynne, and seconded by Kevin Milhous, to adjourn the meeting at 10:25 pm. The Motion Passed by a vote of 8 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, Wynne. Board Member Absent: White.

Respectfully Submitted,

Linda Albright,  
Business Administrator/Board Secretary