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

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

Roll Call

Mr. Barnhart	Present
Mr. Bruno	Present
Mrs. Delcher	Present
Mrs. Levitt	Present
Mr. Milhous	Present
Dr. Syed	Present
Mrs. White	Present – Left at 8:15
Ms. Woodhouse	Present
Mr. Wynne	Present

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 9, 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 January 9, 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 negotiations, executive session minutes, personnel, security, 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 pm.

Let the minutes reflect that the Board of Education returned to regular session at 7:00 pm.

A Motion was made by Angelic Delcher, and seconded by Deborah Levitt, to approve item 1. The Motion Passed by a vote of 9 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, White, Wynne.

A Motion was made by Angelic Delcher, and seconded by Karyn White, to return to open session. The Motion Passed by a vote of 9 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, White, Wynne.

2. Presentation

A. Presentation by Mary Ann Devine (Middle School Teacher) - Post Crashers

Mrs. Devine, members of the Harvey D. Johnson Post No. 295, parents and students presented and showed a video outlining community outreach events conducted by the students and volunteers for National Day of Service at the Post. The students took part in painting and yard work at the Post in an effort to help the veterans maintain the facility. They received donations and involved local businesses and have coined the phrase "Post Crashers", with the intention of sharing and growing this activity among other communities.

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:

- ~ Thanks to Ms. Dye for her contributions
- ~ Testing
- ~ SGO/SGP
- ~ Schedules
- ~ Parent involvement and communication

B. Motion to approve the following trip dates for the 6th grade to Birch Grove Park for the 2014-15 school year:

- 9/30, 10/14, 10/31, 11/11, 11/18 (Rain dates: 10/2, 10/16, 11/13)

A Motion was made by Karyn White, and seconded by Deborah Levitt, to approve item 4.B. The Motion Passed by a vote of 9 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, White, Wynne.

C. Motion to approve the NCS Band poinsettia fundraiser from 11/1/14 - 11/25/14.

Discussion: Mr. Milhous requested that a master calendar of fundraising activities be kept in order to prevent conflicts among the many fundraising groups. Mr. Barnhart suggested starting a Google calendar, although it would be each groups responsibility to post their events.

A Motion was made by Karyn White, and seconded by Deborah Levitt, to approve item 4.C. The Motion Passed by a vote of 9 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, White, Wynne.

- D. Motion to approve the NJHS bake sale fundraisers for the 2014-15 school per the attached.

A Motion was made by Karyn White, and seconded by Deborah Levitt, to approve item 4.D. The Motion Passed by a vote of 9 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, White, Wynne.

- E. Motion to approve the NCS band competition trip on 5/29/15 to Middle Twp. PAC and Morey's Pier in Wildwood.

Discussion: Mr. Wynne mentioned that he thought this trip was supposed to be Great Adventure this year. Mr. Robbins replied that it was not.

A Motion was made by Karyn White, and seconded by Deborah Levitt, to approve item 4.E. The Motion Passed by a vote of 9 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, White, Wynne.

- F.

Motion to approve the following Pre-School class trips:

- October 17, 2014 – Butterhof's Shady Brook Farm
- November 14, 2014 – Jersey Shore Children's Museum
- December 12, 2014 – Northfield Fire Dept. and Police Dept.
- January 16, 2015 – Linwood Public Library
- April 24, 2015 – Birch Grove Park
- May 15, 2015 – Cape May County Zoo
- June 12, 2015 – Bashful Banana Bakery & Café (Ocean City)

Discussion: Mrs. Levitt inquired about transportation for these trips. Mrs. Albright responded that the parents bring the students and stay with them during all PSD trips.

A Motion was made by Karyn White, and seconded by Deborah Levitt, to approve item 4.F. The Motion Passed by a vote of 9 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, White, Wynne.

5. Personnel

- A. Personnel Committee Report (Mr. Wynne)

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

- ~ Agenda items
- ~ Leave of absence requests
- ~ Fall sports volunteers
- ~ Unfilled absences/Sub pay

- B. Motion to approve the disability retirement of Rosemary Geri effective 5/1/15.

Discussion: Mrs. Levitt said that Ms. Geri would be missed as she has been with the District for a long time.

Both Mrs. Vaccaro and Mr. Robbins agreed that Ms. Geri had touched the lives of so many students here in Northfield and was a kind and wonderful teacher. Mr. Wynne declared that this motion was with regrets.

A Motion was made by Steve Wynne, and seconded by Deborah Levitt, to approve item 5.B. The Motion Passed by a vote of 9 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, White, Wynne.

- C. Motion to approve the posting and/or advertising for a long term substitute replacement teacher certified in Spanish and ELL effective immediately through October 31, 2014.
- D. Motion to approve, upon the recommendation of the Superintendent, Jose Rivera as long term substitute replacement teacher certified in Spanish and ELL effective upon completion of criminal history background check through October 31, 2014 at a per diem rate of \$145.00* for the first 60 days then based on Step 1, BA of the 2012-13 salary guide for the remainder of the coverage. ***Salary to be adjusted, if necessary, upon ratification and approval of the negotiated agreement by the Association and Board of Education.**
- E. Motion to approve the posting and/or advertising for a full time teacher certified in Spanish and ELL effective November 3, 2014 through June 30, 2015. (To replace Ms. Geri).
- F. Motion to accept the resignation James Estergren as part time maintenance worker effective October 31, 2014.
- G. Motion to approve the posting and/or advertising for a part time maintenance worker effective November 3, 2014 through June 30, 2015.
- H. Motion to accept the resignation of Leanne Martina as part time aide effective September 19, 2014.
- I. Motion to approve the posting and/or advertising for a part time elementary school aide (to replace Ms. Martina).
- J. Motion to approve, upon the recommendation of the Superintendent, Tina Simpson as part time aide at an hourly rate of \$10.55 effective September 23, 2014. (Ms. Simpson will be replacing Ms. Martina who resigned).
- K. Motion to approve the posting and/or advertising for a lunch/playground aide for the 2014-15 school year. (To replace Ms. Simpson who is transferring to a classroom aide position).
- L. Motion to approve, upon the recommendation of the Superintendent, Sindy Baker as the Elementary School Improvement Panel representative, replacing Mrs. Edelmann (members change each school year).
- M. Motion to accept the resignation of Karen Little as PT LRP teacher effective October 27, 2014.
- N. Motion to approve the posting and/or advertising for a part time LRP teacher effective October 27, 2014 through June 30, 2015. (To replace Mrs. Little who is resigning).
- O. Motion to approve the move on the 2012-13 salary guide for Wendy Miller from BA, Step 7 to BA +15, Step 7 at a salary of \$51,996* retroactive to September 1, 2014. This is the result of the completion of college courses. ***Salary to be adjusted, if necessary, upon ratification and approval of the negotiated agreement by the Association and Board of Education.**
- P. Motion to approve, upon the recommendation of the Superintendent, Samantha Doyle as part time LRP teacher in the elementary school (19 1/2 hours per week) for the 2014-15 school year at a salary of \$25,624* (pending successful completion of the criminal history background check, physical and drug screening). Ms. Doyle is replacing Ms. Byrnes who was approved at the June 2014 BOE meeting, however, declined the position. ***Salary to be adjusted, if necessary, upon ratification and approval of the negotiated agreement by the Association and Board of Education.**
- Q. Motion to approve, upon the recommendation of the Superintendent, Tara Mousaw as part time Speech Teacher (3 days per week) for the 2014-15 school year at a salary of \$28,200*. Ms. Mousaw is replacing Ms. Carr who resigned. ***Salary to be adjusted, if necessary, upon ratification and approval of the negotiated agreement by the Association and Board of Education.**
- R. Motion to approve the attached list of substitutes for the 2014-15 school year.
- S. Motion to approve the following fall sport volunteer for the 2014-15 school year:

- Evan Hefferon - Boys Soccer

T. Motion to approve, upon the recommendation of the Superintendent, Victoria Pagliei as part time preschool aide (10 hours per week) at an hourly rate of \$16.12* for the 2014-15 school year (pending successful completion of the criminal history background check, physical and drug screening). ***Salary to be adjusted, if necessary, upon ratification and approval of the negotiated agreement by the Association and Board of Education.**

U. Motion to approve, upon the recommendation of the Superintendent, the lateral move of Denay Schallawitz from full time elementary school MD (Autism) teacher to full time middle school Basic Skills teacher.

A Motion was made by Steve Wynne, and seconded by Deborah Levitt, to approve item 5.B. The Motion Passed by a vote of 8 Aye and 1 Nay. Board Members voting Aye: Barnhart, Bruno, Levitt, Milhous, Syed, Woodhouse, White, Wynne. Board Members voting Nay: Delcher.

V. Motion to approve the posting and/or advertising for a full time special education teacher for the elementary MD (Autism) program for the 2014-15 school year.

W. **MOTION TO APPROVE THE ATTACHED REVISED LIST OF SUBSTITUTES FOR THE 2014-15 SCHOOL YEAR. (THIS MOTION REPLACES MOTION "R" ON THE ORIGINAL AGENDA).**

A Motion was made by Steve Wynne, and seconded by Deborah Levitt, to approve item 5.C, 5.D, 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.S, 5.T, 5.V, and 5.W. The Motion Passed by a vote of 8 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, Wynne. Members absent: White.

6. Facilities

A. Facilities Committee Report (Mr. Barnhart)

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

- ~ Route 9 sidewalk easement
- ~ Submission of the 2014 Comprehensive Maintenance Plan
- ~ Scoreboard wireless controllers
- ~ Bond referendum

B. Motion to approve the Resolution for Submission of the 2014 Annual Comprehensive Maintenance Plan.

C. Motion to approve the Resolution to Authorize Spiegle Architectural Group Inc., to make Submission of the Long Range Facilities Plan, LRFP, to the Department of Education on behalf of the District, with the purpose of addressing the five-year reporting requirements and to be consistent with proposed school facility projects.

D. Motion to approve the purchase of wireless controllers for the gym scoreboards from Nevco in the amount of \$4,363.00

A Motion was made by Jon Barnhart, and seconded by Karyn White, to approve item 6.B, 6.C and 6.D. The Motion Passed by a vote of 9 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, White, Wynne.

7. Finance

A. Finance Committee Report (Dr. Syed)

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

- ~ Medical renewal increase – 12%
- ~ Resolution to participate in SESHBP
- ~ SACC summer program
- ~ Mandatory direct deposit

- B. Pursuant to NJAC 6A:23A-16.10(c)4, we certify that as of August 31, 2014, 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 August 31, 2014.
- D. Motion to approve the Cash Reconciliation (Treasurer's) Report for August 31, 2014.
- E. Motion to approve the Bill's List in the amount of \$485,081.23.
- F. Motion to approve the Medical Benefit Renewal increase of 12.00% for the year October 1, 2014-September 30, 2015.

Discussion: Mr. Milhous asked if this was a new plan. Mrs. Albright replied that it was not, and that although the prescription and dental renew on July 1st, our medical now renews on October 1st.

A Motion was made by Zubair Syed, and seconded by Deborah Levitt, to approve item 5.B. The Motion Passed by a vote of 9 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, White, Wynne.

- G. Motion to approve the attached Resolution Authorizing Participation in the State Health Benefits Program of the State of New Jersey.
- H. Motion to approve the attached Resolution to Mandate Direct Deposit for All Board of Education Employees effective January 1, 2015. (P.L. 2013, c.38)
- I. Motion to approve the Contract for Physical Therapy Services between Beth M. Lewis, PT MS (the Consultant) and the Northfield Community School District, to provide physical therapy services to be billed at \$70.00 per hour for direct therapy and \$100.00 per session for evaluation.
- J. Motion to approve the 2014-2015 Extended School Year Joint Transportation Agreement between Northfield Board of Education and Atlantic County Special Services School District in the amount of \$35,280.00 as follows:

• ELEM9	ACSSSD-ESY	\$2,880.00
• HS7	ACSSSD-ESY	\$1,440.00
• YALE1	Yale-Northfield	\$2,160.00
• NORTH	Northfield Community	\$18,720.00
• NORTH2	Northfield Community	\$10,080.00

- K. Motion to approve PTO to hold fresh fruit Fridays in the cafeteria during lunches for the 2014-2015 school year.
- L. Motion to approve the attached list of professional development for designated employees for the 2014-15 school year.
- M. Motion to approve the attached revised list of professional development for designated employees for the 2014-15 school year. **(THIS MOTION REPLACES MOTION "L" ON THE ORIGINAL AGENDA).**

Motion to approve the additional bills list item in the amount of \$335.04

N.

A Motion was made by Zubair Syed, and seconded by Deborah Levitt, to approve item 7.B, 7.C, 7.D, 7.E, 7.G, 7.H, 7.I, 7.J, 7.K, 7.M, and 7.N. The Motion Passed by a vote of 9 Aye and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, White, Wynne.

8. Policy

A. Policy Committee Report (Mrs. Levitt)

Mrs. Levitt reviewed items discussed at the recent meeting. Highlights included:
~ Electronic Communications Among Board Members

B. Discussion of the attached board policy - Electronic Communication Among Board Members

Discussion: Mrs. Levitt reviewed the sample policy with the Board. She add that it was not a mandated policy and that the majority of the committee was not in favor of adopting such a policy. Mr. Donio informed the Board that the OPMA governs this practice but felt that it was appropriate for the board to have a policy or procedure. Mr. Wynne asserted that there was an established process and that we have asked NJSBA for a school board member manual. Mr. Garguilo confirmed that he had contacted NJSBA to see if they provide such a manual and was waiting to hear back.

9. Shared Services

A. Shared Services Committee Report (Mr. Milhous)

- Bill for consolidation study is still being considered

10. Other Business

A. Superintendent Report (Mr. Garguilo)

- Upcoming events include Bookfair and Cell Phones for Soldiers
- Back to school Nights – Thank you to everyone who worked so hard to make them a great event
- Constituent Superintendent’s meeting to discuss emergency management protocols and a security manual

B. Motion to approve the NJ Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for July 1, 2014 - June 30, 2014.

C. Motion to approve the Regular Session Meeting Minutes from July 28, 2014.

A Motion was made by Steve Wynne, and seconded by Deborah Levitt, to approve item 10.C. The Motion Failed by a vote of 4 Aye, 4 Abstentions, and 0 Nay. Board Members voting Aye: Delcher, Levitt, Woodhouse, Wynne. Members Abstaining: Barnhart, Bruno, Milhous, Syed. Members Absent: White.

D. Motion to approve the Executive Session Minutes for August 25, 2014.

E. Motion to approve the submission of the NJQSAC (New Jersey Quality Single Accountability Continuum) Statement of Assurance for the 2014-15 school year per the attached.

A Motion was made by Steve Wynne, and seconded by Deborah Levitt, to approve item 10.B, 10.D, and 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. Members Absent: White.

F. Substitute coverage issue.

Discussion: Mr. Wynne asked for a Board discussion on our current substitute teacher rates as compared to neighboring districts. He added that he felt our difficulty in finding substitutes was due to the fact that our

rates were lower and proposed that the Board consider an increase.

Motion to approve the change to the substitute rates effective immediately as follows:

- Substitute with Teacher Certificate - \$95.00 per day
- Substitute with Substitute Certificate - \$85.00 per day

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

- G. NEF Report (Mr. Milhous)
 - Recruitment of volunteers at BTS nights
 - Get out the Vote
 - Calendar of events
- H. PTO Report (Mr. Garguilo)
 - Shed for Drama
 - Spirit wear

11. Open to the Public

No public addressed the Board at this time.

12. Executive Session

Motion to adopt the following resolution – WHEREAS, Chapter 231, P.L. 1975, also known as the Sunshine Law, authorizes a public body to meet in Executive session under certain limited circumstances; and WHEREAS, said law requires the Board of Education to adopt a resolution at a public meeting before it can meet in such an Executive Session; and WHEREAS, the Board of Education is scheduled to hold meeting on October 27, 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 student and personnel issues, negotiations, executive session minutes, 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 Deborah Levitt, to approve item 12. The Motion Passed by a vote of 8 Aye, and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, Wynne. Members Absent: White.

13. Announcement

Next Regular BOE Meeting, Monday, October 27, 2014, Vocal Music Room, 6:30 PM

14. Adjournment

A Motion was made by Angelic Delcher, and seconded by Deborah Levitt, to approve item 14. The Motion Passed by a vote of 8 Aye, and 0 Nay. Board Members voting Aye: Barnhart, Bruno, Delcher, Levitt, Milhous, Syed, Woodhouse, Wynne. Members Absent: White.

Respectfully Submitted,

Linda Albright
School Business Administrator/Board Secretary