

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

Meeting Called to Order

The meeting was called to order by Board President, Mr. Wynne at 6:34 p.m.

Roll Call

Mr. Barnhart - Present
Mr. Bruno - Absent
Mrs. Delcher - Present
Mr. Kennedy - Absent
Mrs. Levitt - Present
Dr. Syed - Present
Mrs. White - Absent - arrived 6:57 p.m., left 8:20 p.m.
Ms. Woodhouse - Present
Mr. Wynne - Present

Interim Superintendent
Mr. Garguilo

Acting Board Secretary
Mrs. Lyons

Solicitor
Mr. Geppert, Esq.

Additional Administrators in Attendance
Mrs. Vaccaro
Mrs. Dye

Others in Attendance
Mr. Phommathep

Salute to Flag

A salute to the flag was conducted.

Silent Moment

A silent moment was observed.

Announcement

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

location of this meeting.

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

1. Executive Session

Motion to adopt the following resolution – BE IT RESOLVED by the Northfield Board of Education that, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.) it shall enter into Executive Session to discuss Executive Session minutes, personnel, student issues, policy 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 6:35 p.m.
Let the minutes reflect that the Board of Education returned to Regular Session at 6:57 p.m.*

A motion was made by Mr. Wynne and seconded by Mrs. Levitt to approve item 1. The Motion passed by 6 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart, Delcher, Levitt, Syed, Woodhouse, Wynne. Board Members Absent: Bruno, Kennedy, White.

A Motion was made by Deborah Levitt and seconded by Jon Barnhart, to return to open session. The Motion Passed by a vote of 6 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Delcher , Levitt , Syed , Woodhouse , Wynne . Board Members Absent: Bruno , Kennedy , White .

2. Presentation

A. Public recognition of the Northfield members of the Atlantic Shore 14 year old baseball team for winning the Babe Ruth World Series and completing their perfect season. (Mr. Garguilo)

Discussion: Mr. Garguilo congratulated the Atlantic Shore baseball team and shared how proud he was of the team. He recognized the team with certificates for the players in attendance.

B. Presentations regarding the Superintendent Search:

- SRI & ETTC
- NJSBA

Discussion: SRI & ETTC and NJSBA presented their Superintendent search process and the cost to complete the search. ETTC will cost \$5,000, which is reduced by 1/3 of their original proposal. They will screen the applicants, review with the Board and help with the hiring process. There is no additional cost if the Board is not pleased with the initial applicants and ETTC will continue the search. NJSBA has four pricing options starting at \$3,500 up to \$60,000. Option 1- \$3,500 - NJSBA helps with the search, the Board completes the process, Option 2 - \$6,850 - NJSBA will screen the applicants, review with the Board and help with the hiring process. Option 2 is the option the Board chose in the past search. There is no additional cost if the Board is not pleased with the initial applicants and NJSBA will continue the search.

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. Delcher reviewed items discussed at the recent meeting. Highlights included:

- ~ Parent Assessment Letter
- ~ Student Achievement
- ~ Standard Based Grading
- ~ PARCC testing dates
- ~ STAFF PD
- ~ Single Session (half day) Dismissal
- ~ 8th grade field trip funding
- ~ Tuitioned student program

Discussion: Mr. Wynne asked when the staggered dismissal times will be in effect. Mr. Garguilo shared that it will start immediately. Mrs. White asked why we have different pick-up times. Mrs. Vaccaro offered that these new times allow parents more time to get from the middle school to the elementary school. Mr. Wynne asked Mr. Garguilo to make sure the contract language for half days be finalized with NEA.

B. Motion to approve the NCS Band Poinsettia Flower Sale from 11/2/15 - 12/16/15.

C. Motion to approve the attached list of PTO events for the 2015-16 school year.

D. Motion to approve the following list of Pre School trips for the 2015-16 school year:

- October 16, 2015 - Butterhof's Shady Brook Farm
- November 20, 2015 - Jersey Shore Children's Museum
- December 18, 2015 - Grow Yoga

- January 15, 2016 - Linwood Public Library
- February 26, 2016 - Northfield Fire & Police Department
- March 18, 2016 - Atlantic City Aquarium
- April 15, 2016 - Birch Grove Park
- May 20, 2016 - Cape May County Zoo
- June 11, 2016 - Joe & Syd Abrams Memorial Playground

- E. Motion to approve the CAP Program for 7th & 8th grades for the 2015-16 school year.

Discussion: Mr. Garguilo described the CAP program. It is a free program and funded by the NJCAP. Mrs. White would like to know the topics that are discussed with students before approving. Mr. Garguilo will get all the specifics of the program and present to the Board.

This Motion was tabled until the October Board meeting.

- F. Motion to approve the 2015-16 school year Memorandum of Agreement between Northfield Community School and the Northfield Police.

- G. Motion to approve the NJCAP funding per the attached letter.

This Motion was tabled until the October Board meeting.

- H. Discussion regarding growing the tuition program.

Discussion: Mr. Garguilo described the proposed tuition plan. He recommended that the Board develop the criteria for the tuition plan and offered that current policy will need to be revised. He will be putting a proposal together for the Board to review which will include sample policies from other districts.

- I. Motion to approve the following 6th grade Birch Grove Park trips for the 2015-16 school year:

- Thursday, October 1 (rain date 10/2)
- Thursday, October 15 (rain date 10/16)
- Friday, October 30 (no rain date)
- Thursday, November 12 (rain date 11/13)
- Wednesday, November 18 (parent visitation day, no rain date)

- J. Motion to approve the attached statement of assurances for the NJ Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights.

A Motion was made by Angelic Delcher and seconded by Karyn White, to approve 4.B., 4.C., 4.D., 4.F., 4.I., 4.J. The Motion Passed by a vote of 7 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Delcher , Levitt , Syed , White , Woodhouse , Wynne . Board Members Absent: Bruno , Kennedy .

5. Personnel

- A. Personnel Committee Report (Mrs. Levitt)

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

~ Volunteers

~ Appointments

- B. Motion to approve the following staff members as dance chaperones for the 2015-16 school year:
Patsy Stonelake, Denay Schallawitz, Carol Simon Murphy, Lynn Brenner, Kevin Jarrett, Raina Nash, Amy Moskovitz, Tina Nemsdale, Steve Vain
- C. Motion to approve the attached list of volunteers/visitors for the 2015-16 school year.
- D. Motion to approve the following volunteers for the 2015-16 school year (pending successful completion of criminal history background check):
- Joe Palmieri, Boys' Soccer Team
 - Thomas Schallus, Girls' Basketball Team
 - Monica Keenan, Parent Volunteer
- E. Motion to approve, upon the recommendation of the Superintendent, Shari Conti as part time Basic Skills teacher for the 2015-16 school year at a salary of \$30,376.00 (BA, Step 1, 22 1/2 hours per week). Ms. Conti replaces Mr. Shilinsky who resigned.
- F. Motion to approve, upon the recommendation of the Superintendent, Tara Booth as a part time aide for the 2015-16 school year at an hourly salary of \$17.03 (19 1/2 hours per week, no benefits). Ms. Booth is replacing Mr. Gano who resigned.
- G. Motion to approve, upon the recommendation of the Superintendent, Carol Argenti as a part time aide for the 2015-16 school year at an hourly rate of \$17.03 (19 1/2 hours per week, no benefits). Ms. Argenti is replacing Ms. Gatta who resigned.
- H. Motion to approve, upon the recommendation of the Superintendent, Michelle Thomas as a part time aide for the 2015-16 school year at an hourly rate of \$17.03 (19 1/2 hours per week, no benefits). Ms. Thomas is replacing Mrs. Kennedy who transferred to a teaching position.
- I. Motion to approve the attached list of substitutes for the 2015-16 school year.
- J. Motion to approve, upon the recommendation of the Superintendent, the following change on the 2015-16 salary guide for Amy Moskovitz (change being made because of successful completion of approved courses):
- From 9/1/15 - 12/31/15, BA, Step 3, \$27,074.00 (current salary)
 - From 1/1/16 - 6/30/16, BA +15, Step 3, \$27,666.00 (adjusted salary)

A Motion was made by Deborah Levitt and seconded by Stephanie Woodhouse, to approve 5.B., 5.C., 5.D., 5.E., 5.F., 5.G., 5.H., 5.I., 5.J. The Motion Passed by a vote of 6 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Delcher , Levitt , Syed , Woodhouse , Wynne . Board Members Absent: Bruno , Kennedy , White .

6. Facilities

A. Facilities Committee Report (Mr. Barnhart)

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

- ~ Completing punch list
- ~ Pending Change Order Requests

Discussion: Mr. Barnhart shared that the building project was a huge success. He commended the lead contractor, all the workers and the NCS staff for the great job everyone did as they moved through the project.

- B. Motion to approve the change order from Wachter for additional work required to install door access and security in the amount of \$2,990.00.
- C. Motion to rescind the motion to approve CO #GC-3 – Support existing low voltage wiring above finished ceiling as required by the Electric and Fire Inspector - \$5,581.00, and additional fire alarm devices \$23,711.87 deducted from detector allowance of \$32,680.00.
- D. Motion to approve CO #GC-3 – Support existing low voltage wiring above finished ceiling as required by the Electric and Fire Inspector - \$5,851.00, and additional fire alarm devices \$26,829.00, both deducted from detector allowance of \$32,680.00.
- E. Motion to approve the Resolution for Submission of the 2015 Annual Comprehensive Maintenance Plan.

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

7. Finance

A. Finance Committee Report (Dr. Syed)

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

- ~ Bill's List, Transfers, BSR's, and Treasurer's Report
- ~ School Health and Wellness Grant
- ~ Surplus Property
- ~ Sustainable Jersey for School Health Grant - \$4,000.00

Discussion: Mr. Wynne shared that we came under budget for the building project and Mrs. Albright will share the financial report next month.

- B. Pursuant to NJAC 6A:23A-16.10(c)4, we certify that as of July 31, 2015, and having received the certification of the Business Administrator, pursuant to NJAC 6A:23A-16.10(c)(3), that the total of encumbrances and expenditures for each line item do not exceed the line item appropriation, and after review of the secretary's monthly financial report(appropriations section), and upon consultation with the appropriate district officials, that

to the best of our knowledge no major account or fund has been over expended in violation of NJAC 6A:23A-16.10(c)4, and that the sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

- C. Motion to approve the Board Secretary's Report for July 31, 2015.
- D. Motion to approve the Bill's List in the amount of \$1,727,403.04.
- E. Motion to approve the Cash Reconciliation (Treasurer's) Report for July 31, 2015.
- F. Motion to approve the attached list of Transfers for August 31, 2015.
- G. Motion to approve DOB 11/18/05 to attend YALE School East at an annual tuition rate of \$49,649.40 for the 2015-16 school year.

Discussion: Mrs. Levitt asked, because of the Motion G, if Mrs. Albright could provide the special line item budget amount for the 'out of district' tuition to see where we are.

- H. Motion to approve receipt of the Sustainable Jersey for School Health and Wellness Grant from Atlanticare Foundation in the amount of \$4,000.00.
- I. Motion to approve the attached resolution for the sale of the attached list of surplus property through GovDeals.
- J. Motion to approve the attached list of professional development for designated staff.
- K. Motion to approve the attached contract for physical therapy services provided by Mrs. Beth Lewis for the 2015-16 school year and including the extended school year program.
- L. Motion to contract with SRI & ETTC for \$5,000.00 to complete the Superintendent search.

Discussion: Mrs. Delcher is concerned about one of the Superintendent search presentations. She isn't sure if we will get what we pay for. Mrs. Levitt proposed that we contract with SRI & ETTC. Mr. Wynne will schedule a meeting with the Board for the first week of October to discuss the criteria for the Superintendent search.

A Motion was made by Angelic Delcher and seconded by Deborah Levitt, to approve 7.L. The Motion Passed by a vote of 6 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Delcher , Levitt , Syed , Woodhouse , Wynne . Board Members Absent: Bruno , Kennedy , White .

A Motion was made by Zubair Syed and seconded by Deborah Levitt, to approve 7.B., 7.C., 7.D., 7.E., 7.F., 7.G., 7.H., 7.I., 7.J., 7.K. The Motion Passed by a vote of 6 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Delcher , Levitt , Syed , Woodhouse , Wynne . Board Members Absent: Bruno , Kennedy , White .

8. Policy

- A. Policy Committee Report (Mrs. Levitt)

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

~ Policy #5120.1

~ Policy #1314

B. Motion to approve the first reading of Policy #5120.1, Individualized Student Learning Opportunities.

Discussion: Mrs. Levitt said that according to NJ school boards, there is no other district that has a policy like #5120.1. We must ensure that we have covered all details of this policy since this may become a benchmark for other schools.

A Motion was made by Deborah Levitt and seconded by Stephanie Woodhouse, to approve 8.B. The Motion Passed by a vote of 6 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Delcher , Levitt , Syed , Woodhouse , Wynne . Board Members Absent: Bruno , Kennedy , White .

C. Motion to approve the first reading of Policy #1314, Advertising and Sponsorship.

A Motion was made by Deborah Levitt and seconded by Angelic Delcher, to approve 8.C. The Motion Passed by a vote of 6 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Delcher , Levitt , Syed , Woodhouse , Wynne . Board Members Absent: Bruno , Kennedy , White .

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:

~ Kudos to the staff during construction

~ SACC programs

~ Breakfast program in middle school is successful

Discussion: Mr. Garguilo thanked the staff for pulling together and preparing for the first day of school while the construction projects were being completed.

B. PTO Update (Mrs. White)

~ Successful back to school night

~ Rita's water ice

~ Yankee Candle fundraiser

~ Coupon Book

~ Book Fair and Spirit wear fundraising

C. NEF Update

~ Successful back to school night

~ Tree form

- ~ Clubs funded
- ~ Movie Night
- ~ Winter Carnival
- ~ Hoops basketball clinics
- ~ 'Why cook' Wednesdays
- ~ Spring paint night
- ~ 5K run
- ~ Art goes to school

Discussion: Mr. Wynne asked about the Sports Booster Update. Mrs. Vaccaro said they have not met yet this year.

- D. Motion to approve the Regular Session Meeting Minutes from August 24, 2015.

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

- E. Motion to approve the Executive Session Meeting Minutes from August 24, 2015.

This Motion was tabled until the October Board meeting.

11. Open to the Public

There was no public who addressed the Board at this time.

Discussion: Mrs. Vaccaro thanked her staff and the maintenance staff for their efforts as they were getting ready for the first day of school during the last phase of construction.

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 26, 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 Steve Wynne and seconded by Deborah Levitt, to approve item 12. The Motion Passed by a vote of 6 Ayes, 0 Nays and 0 Abstentions. Board Members voting Ayes:

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

13. Announcement

Next Regular BOE Meeting, Monday, October 26, 2015, Vocal Music Room,
6:30 PM

14. Adjournment

A Motion was made by Angelic Delcher and seconded by Deborah Levitt, to adjourn the meeting at 9:03 p.m. The Motion Passed by a vote of 6 Ayes and 0 Nays and 0 Abstentions. Board Members voting Ayes: Barnhart , Delcher , Levitt , Syed , Woodhouse , Wynne . Board Members Absent: Bruno , Kennedy , White .

Respectfully submitted,

Carole S. Lyons
Acting Board Secretary