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

Meeting Called to Order

Roll Call

Silent Moment

Salute to Flag

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 11, 2013 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 11, 2013 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 executive session minutes, personnel negotiations, 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.

**2. Presentation**

- A. Presentation by Dr. Susanne Reichert from Global Institute for Maximizing Student Potential regarding English Language Arts.
- B. Presentation of iPad utilization for educational success in grade 2.
- C. Presentation of proposed District, Board of Education and Chief School Administrator Goals.

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

**4. Curriculum**

- A. [Curriculum Committee Agenda \(Mrs. White\)](#) Attachments
- B. Motion to approve the 2013-2014 school year Memorandum of Agreement between Northfield Community School and the Northfield Police Department.
- C. [Motion to approve the attached list of proposed SACC/Community Education Afterschool programs for the 2013-14 school year.](#) Attachments
- D. [Motion to approve the attached proposal for a new Portraiture program for the SACC/Community Education program for the 2013-14 school year.](#) Attachments
- E. [Motion to approve the Board of Education, Chief School Administrator and District Goals.](#) Attachments
- F. Motion to approve the curriculum guides for enrichment mathematics and English language Arts for grades 3, 4 & 5.
- G. Motion to approve the Differentiate of Instruction Guide.
- H. Motion to approve the following Pre-School Handicapped class trip:
  - September 13, 2013 - Ventnor Playground
- I. [Motion to approve the HIB Self-Assessment per the attached.](#) Attachments

## 5. Personnel

- A. [Personnel Committee Report \(Mr. Palmieri\)](#) Attachments
- B. Motion to approve, upon the recommendation of the Superintendent, Andrew Humphreys as Desk Top Support position for the 2013-14 school year at a salary of \$30,720.00.
- C. Motion to approve the leave of absence request for Kelli Kern from September 1, 2013 through December 31, 2013.
- D. Motion to approve the posting and/or advertising for a long term substitute replacement teacher from September 1, 2013 through December 20, 2013. (This is to cover Mrs. Kern while she is on leave).
- E. Motion to rescind the medical leave of absence request for Jennifer Cook for the dates of October 14, 2013 through the last day of school June, 2014.
- F. Motion to rescind the prior motion approving Kirstie Byrnes as long term substitute replacement teacher for Jennifer Cook for the period of October 14, 2013 through the last day of school June, 2014.
- G. Motion to approve the medical leave of absence request for Jennifer Cook for the 2013-2014 school year.
- H. Motion to approve, upon the recommendation of the Superintendent, Kirstie Byrnes as par time long term substitute replacement teacher at a per diem rate of \$85.00\* (no benefits) for the first 60 days then the per diem rate based on the 1st Step, BA (part time) of the 2012-13 salary guide effective September 1, 2013 through the last day of school June, 2014.  
\*Salary to be adjusted, if necessary, upon ratification and approval of the negotiated agreement by the Association and the Board of Education. (Ms. Byrnes is covering Mrs. Cook while she is on leave. Ms. Byrnes was previously approved for this position, however, Mrs. Cook extended her dates of leave).
- I. Motion to approve the medical leave of absence request from Denise

Dinielli from September 1, 2013 through December 16, 2013.

- J. Motion to approve the posting and/or advertising for a part time long term replacement one-on-one aide for the period of September 1, 2013 through December 16, 2013. (This position is to cover Ms. Dinielli while she is on leave).
- K. Motion to approve the following Fieldwork Placements requests from Richard Stockton College for the Fall, 2013 semester:
- Debra Scott - to work with Mrs. Hinman (3rd grade)
  - Joanna Culmone - to work with Mr. Levy (4th grade)
  - Matthew Greer - to work with Mrs. McGlynn (2nd grade)
  - Meyde Mendoza - to work with Mrs. Geri (ESL)
  - Alexandra Hitzelberger - to work with Mrs. O'Connor (8th grade)
  - Gianni Gaudino - to work with Mrs. Donovan (6th grade)
  - Tamara Morey - to work with Mr. Vain (7th grade)
- L. Motion to approve, upon the recommendation of the Superintendent, Dr. Ira Wertheimer as volunteer girls soccer coach for the fall season. Dr. Wertheimer has assisted Mr. Miller for the past five years.
- M. Motion to approve and emergent hire, upon the recommendation of the Superintendent, Felicia Carr as part time speech teacher for 3 days per week at a per diem rate of \$246.34 (MA, Step 1, no benefits) for the 2013-14 school year (or when emergent hire paperwork is approved). Employment contingent approval of emergent hire application, emergent certification approval, successful completion of criminal history background check, physical and drug screening. This is to replace Mrs. Bonino who resigned.
- N. Motion to approve Thomas Schallus as a volunteer for the girls' basketball team for the 2013-14 school year.
- O. [Motion to approve the attached list of substitutes for the 2013-2014 school year.](#) Attachments
- P. Motion to approve, upon the recommendation of the Superintendent, Ellen S. Wilson as long term substitute replacement teacher effective September 1, 2013 through December 20, 2014 at a per diem rate of \$145.00\* (no benefits) for the first 60 days the per diem rate based on the 1st step, BA of the 2012-13 salary guide for the remainder of the position. (Ms. Wilson will be covering Mrs. Kern while she is on leave). \*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, Christina Sotak as part time long term substitute one-on-one aide effective September 1, 2013 through December 16, 2013 at a rate of \$10.00 per hour. (Ms. Sotak will be covering Mrs. Dinielli while she is on leave).
- R. Motion to approve, upon the recommendation of the Superintendent, Meghan Abbatemarco as part time one-on-one aide at an hourly rate of \$16.12\* (no benefits) for the 2013-2014 school year. (Ms. Abbatemarco will be replacing Mrs. Barr who was hired as a part time Basic Skills Teacher). \*Salary to be adjusted, if necessary, upon ratification and approval of the negotiated agreement by the Association and Northfield Board of Education.

- S. Motion to approve the creation of a Part Time Desk Top Technician, 12 months at two days per week, \$10.00 per hour, no benefits (pending approval of shared services agreements with City of Northfield for technology services).
- T. Motion to approve the posting for the revised Network Technician, 12 month, Full Time, salary of \$35,000.00 with benefits.
- U. Motion to authorize the Superintendent of Schools to implement appropriate personnel / staffing actions necessary between August 27 and September 23, 2013, to facilitate the opening of school, subject to ratification by the full Board at its September meeting.
- V. Motion to approve, upon the recommendation of the Superintendent, Alicia Caprio, as a substitute part-time BSI instructor, no benefits, effective 9/1/13 at a daily rate of \$75.00, to fill an anticipated vacancy and until the part-time position is officially vacated.
- W. Motion to accept the resignation of Michele Reitzel as part time special education one-on-one aide effective immediately.
- X. Motion to approve the medical leave of absence request from Christine DiNizo effective September 1, 2013 through December 31, 2013.
- Y. Motion to approve the posting and/or advertising for a long term substitute replacement LRP teacher effective 9/1/13 through 12/20/13 (no benefits).
- Z. Motion to accept the resignation of Lisa Summers as Basketball Coach for the 2013-14 school.
- AA. Motion to approve the posting and/or advertising for a Boys' Basketball Coach for the 2013-14 school year.
- AB. Motion to approve Lynsey Hehre as NCS representative to the Northfield City Library.
- AC. Motion to approve and emergent hire, upon the recommendation of the Superintendent, Michelle Abramowitz as part time speech teacher for 2 days per week at a per diem rate of \$246.34 (MA, Step 1, no benefits) for the 2013-14 school year (or when emergent hire paperwork is approved). Employment contingent approval of emergent hire application, emergent certification approval, successful completion of criminal history background check, physical and drug screening. This is to replace Mrs. Bonino who resigned.
- AD. Motion to accept the resignation of Meghan Braun as part time one-on-one aide effective immediately.
- AE. Motion to approve the posting and/or advertising for a part time one-on-one aide (to replace Ms. Braun).
- AF. Motion to approve, upon the recommendation of the Superintendent, Sandra Liguori as a part time one-on-one aide at an hourly rate of \$16.12\* (no benefits) for the 2013-14 school year. (Ms. Liguori is replacing Ms. Braun who recently resigned).
- AG. Motion to accept the resignation of Rebecca Stonelake as part time one-on-one aide effective immediately.
- AH. Motion to approve the posting and/or advertising for a one-on-one aide for the 2013-14 school year (to replace Rebecca Stonelake who recently resigned).

- AI. Motion to approve, upon the recommendation of the Superintendent, Megan Ward as part time one-o-one aide at an hourly rate of \$16.12\* (no benefits) for the 2013-14 school year. (Ms. Ward is replacing Rebecca Stonelake who recently resigned). \*Salary to be adjusted, if necessary, upon ratification and approval of the negotiated agreement by the Association and the Board of Education.
- AJ. Motion to approve, upon the recommendation of the Superintendent, Matthew Oles as long term substitute replacement teacher effective September 1, 2013 through December 20, 2013 at a per diem rate of \$145.00\* (no benefits) for the first 60 days then the per diem rate based on the 1st step, BA of the 2012-13\* salary guide for the remainder of the position. (Mr. Oles is covering for Mrs. DiNizo while she is on leave). Salary to be adjusted, if necessary, upon ratification and approval of the negotiated agreement by the Association and the Northfield Board of Education.
- AK. Motion to approve the posting and/or advertising for a lunch/playground aide for 2 twos a week for the 2013-14 school year (to replace Ms. Martyn who was hired as a one on one aide).

**6. Facilities**

- A. [Facilities Committee Report](#) Attachments
- B. BE IT RESOLVED by the Northfield Board of Education to approve the submission of the HVAC and Door replacement, Security Upgrades - at Northfield Community Elementary School (DOE Project #3720-057-14-1009) to the New Jersey Department of Education for review and Department approval of a “school facilities project” with state funding and Amendment of the 2005-10 Long Range Facilities Plan to be consistent with this Project. Further The Board authorizes Spiezle Architectural Group Inc, to make this submission to the Department of Education on behalf of the district.
- C. BE IT RESOLVED by the Northfield Board of Education to approve the submission of the HVAC and Door replacement, Security Upgrades - at Northfield Community Middle School (DOE Project # 3720-056-14-1003) to the New Jersey Department of Education for review and Department approval of a “school facilities project” with state funding and Amendment of the 2005-10 Long Range Facilities Plan to be consistent with this Project. Further The Board authorizes Spiezle Architectural Group Inc., to make this submission to the Department of Education on behalf of the district.
- D. BE IT RESOLVED by the Northfield Board of Education to approve the submission of Security and Communications system upgrades and roofing replacement - at Northfield Community Elementary School (DOE Project #3720-057-14-1010) to the New Jersey Department of Education for review and Department approval of a “school facilities project” with state funding and Amendment of the 2005-10 Long Range Facilities Plan to be consistent with this Project. Further The Board authorizes Spiezle Architectural Group Inc., to make this submission to the Department of Education on behalf of the district.
- E. BE IT RESOLVED by the Northfield Board of Education to approve the submission of the Security and Communications system upgrades and roofing replacement - at Northfield Community Middle School (DOE

Project #3720-056-14-1004) to the New Jersey Department of Education for review and Department approval of a “school facilities project” with state funding and Amendment of the 2005-10 Long Range Facilities Plan to be consistent with this Project. Further The Board authorizes Spiezle Architectural Group Inc, to make this submission to the Department of Education on behalf of the district.

- F. BE IT RESOLVED by the Northfield Board of Education to approve the submission of the Lighting and Site Upgrades - at Northfield Community Elementary School (DOE Project # 3720-057-14-1007) to the New Jersey Department of Education for review and Department approval of a “school facilities project” with state funding and Amendment of the 2005-10 Long Range Facilities Plan to be consistent with this Project. Further The Board authorizes Spiezle Architectural Group Inc, to make this submission to the Department of Education on behalf of the district.
- G. BE IT RESOLVED by the Northfield Board of Education to approve the submission of the Electrical Upgrades - at Northfield Community Middle School (DOE Project #3720057-14-1001) to the New Jersey Department of Education for review and Department approval of a “school facilities project” with state funding and Amendment of the 2005-10 Long Range Facilities Plan to be consistent with this Project. Further The Board authorizes Spiezle Architectural Group Inc, to make this submission to the Department of Education on behalf of the district.
- H. BE IT RESOLVED by the Northfield Board of Education to approve the submission of the Sensors, Door, Flooring and ADA Upgrades - at Northfield Community Elementary School (DOE Project # 3720-057-14-1006) to the New Jersey Department of Education for review and Department approval of a “school facilities project” with state funding and Amendment of the 2005-10 Long Range Facilities Plan to be consistent with this Project. Further The Board authorizes Spiezle Architectural Group Inc, to make this submission to the Department of Education on behalf of the district.
- I. BE IT RESOLVED by the Northfield Board of Education to approve the submission of the Sensors, Door, Flooring and ADA Upgrades - at Northfield Community Middle School (DOE Project # 3720-056-14-1005) to the New Jersey Department of Education for review and Department approval of a “school facilities project” with state funding and Amendment of the 2005-10 Long Range Facilities Plan to be consistent with this Project. Further The Board authorizes Spiezle Architectural Group Inc, to make this submission to the Department of Education on behalf of the district.
- J. BE IT RESOLVED by the Northfield Board of Education to approve the submission of the Security Entrance Canopy Addition - at Northfield Community Elementary School (DOE Project # 3720-057-14-1008) to the New Jersey Department of Education for review and Department approval of a “school facilities project” with state funding and Amendment of the 2005-10 Long Range Facilities Plan to be consistent with this Project. Further The Board authorizes Spiezle Architectural Group Inc, to make this submission to the Department of Education on behalf of the district.

## 7. Finance

- A. [Finance Committee Report \(Mr. Wynne\)](#)

Attachments

- B. Pursuant to NJAC 6A:23-2.12(c)4, we certify that as of June 30, 2013 and July 31, 2013, 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 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 Reports for June 30, 2013 and July 31, 2013.](#) Attachments
- D. [Motion to approve the Cash Reconciliation \(Treasurer's\) Report for June 30, 2013 and July 31, 2013.](#) Attachments
- E. [Motion to approve the Bill's List in the amount of \\$2,118,026.62.](#) Attachments
- F. [Motion to approve the attached list of Transfers for June 30, 2013 and July 31, 2013.](#) Attachments
- G. [Motion to approve the attached list of Staff Professional Development.](#) Attachments
- H. Motion to ratify the approval of the proposal from Spiezle Architectural Group in the amount of \$17,500.00 for pre-referendum services as outlined in the agreement.
- I. Motion to approve the proposal from Degler-Whiting, Inc. to paint the blue lockers in the amount of \$4,230.00.
- J. Motion to approve submission of the IDEA FY14 grant as follows:
1. Basic - \$221,425.00
  2. Preschool - \$10,823.00
- K. Motion to approve the 2013-2014 Extended School Year Joint Transportation Agreement between Northfield Board of Education and Atlantic County Special Services School District in the amount of \$15,456.00 as follows:
- |           |            |             |
|-----------|------------|-------------|
| 1. ELEM10 | ACSSSD     | \$2,800.00  |
| 2. ELEM14 | ACSSSD     | \$1,400.00  |
| 3. NORTH  | Northfield | \$11,256.00 |
- L. Motion to approve submission of the NCLB FY14 grant as follows:
1. Title IA - \$115,707.00
  2. Title IIA - \$21,811.00
  3. Title III - \$6,696.00
- M. Motion to approve the Medical Benefits Renewal increase of 4.65% for the year October 2, 2013 - June 30, 2014.
- N. [Motion to approve the attached resolution Binding the Northfield Board of Education to Purchase Natural Gas Services through the Alliance for Competitive Energy Services \(ACES\) Bid, Cooperative Pricing System](#) Attachments

ID#E8801-ACESCPS.

- O. Motion to approve the attached resolution Binding the Northfield Board of Education to purchase Electrical Generation Services through the Alliance for Competitive Energy Services (ACES) Bid, Cooperative Pricing System ID#E8801-ACESCPS. Attachments

- P. Motion to approve Global Institute for Maximizing Potential for the 2013/2014 school year, paid by NCLB FY14 Funds as follows:

- English Language Arts Services Grades 2-8 for \$48,000.00

## 8. Policy

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

- B. Motion to approve the second and final reading of the following policies and regulations: Attachments

- Policy #5131.2, Cheating and Plagiarism (new)
- Policy #4119.23/4219.23, Employee Substance Abuse (revised)
- Regulation #4119.23/4219.23, Employee Substance Abuse (new)
- Policy #5131, Conduct/Discipline (revised)
- Regulation #5131, Conduct/Discipline (revised)
- Policy #5126, Awards for Student Achievement (revised)
- Regulation #5126, Awards for Student Achievement (revised)

- C. Motion to approve the first reading of the following policy: Attachments

- Bring Your Own Device

- D. Motion to approve the following Job Descriptions:

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1. Desk Top Technician (New)
2. Network Technician (Revision of the old Technology Technician job description)
3. Technology Coordinator (Revision)
4. Athletic Director (Revision)

- E. Motion to approve the first reading of the following revised policy: Attachments

- Policy #6142.10, Acceptable Use of Computers Policy for Students

## 9. Shared Services

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

## 10. Information

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

- B. NEF Update (Mr. Milhous)

- C. Sports Booster Update

- D. Motion to approve the Meeting Minutes from July 22, 2013. Attachments

## 11. Other Business

- A. Motion to approve the New York City trip presented by the NEF for Saturday, November 2, 2013.



**12. Open to the Public**

**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 September 23, 2013 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 personnel, student matters, 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.

**14. Announcement**

Next Regular BOE Meeting, Monday, September 23, 2013, Vocal Music Room, 6:30 PM

**15. Adjournment**