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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, bullying, residency 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. Audit Presentation - Mr. James Preziosi, CPA and Mr. Eugene Taormina, CPA.
- B. Motion to approve the 2012-2013 District Audit Report.
- C. Motion to approve the Corrective Action Plan for the 2012-2013 District Audit Report. Attachments

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

**4. Curriculum**

- A. Curriculum Committee Report (Mrs. White) Attachments
- B. October Monthly Reports Attachments
- Mr. Robbins
  - Mrs. Vaccaro
  - Mr. Mease
  - Ms. Hehre
- C. Motion to approve the following trip change of date (trip was previously approved):
- Preschool to visit Northfield Fire Department and Police Department - date changed from December 13, 2013 to February 28, 2014
- D. Motion to approve the Young Engineers Club trip on Saturday, January 18, 2014 to compete in the Future City Competition at Rutgers University - Livingston Campus.

## 5. Personnel

- A. Personnel Committee Report (Mr. Palmieri) Attachments
- B. Motion to approve the increase to \$8.25 per hour, effective January 1, 2014, for Substitute Lunch Aides, who currently get \$7.25 per hour, as a result of the New Jersey minimum wage increase.
- C. Motion to approve, upon the recommendation of the Superintendent, Andres Susana as part time weekend custodian (to be paid at a rate of \$10.00/hour; on an as needed basis).
- D. Motion to approve, upon the recommendation of the Superintendent, William Hooven as part time weekend custodian (to be paid at a rate of \$10.00/hour; on an as needed basis).
- E. Motion to approve, upon the recommendation of the Superintendent, Tina Guetzlaff as a long term substitute secretary for the middle school office. Ms. Guetzlaff will be compensated \$15.00 per hour (no benefits) beginning March 1, 2014 (or sooner if necessary) through June, 2014.
- F. Motion to approve, upon the recommendation of the Superintendent, Melissa Greenwood as long term substitute replacement teacher effective 11/26/13 through 12/17/13 (or longer if necessary). Ms. Greenwood will be paid 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. (Ms. Greenwood is covering for Mrs. Messina 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.
- G. Motion to approve the leave of absence request from Adam Law effective 1/21/14 through 3/4/14.
- H. Motion to post for a long term substitute replacement teacher highly qualified in science for the middle school from 1/21/14 - 3/4/14.
- I. Motion to approve the leave of absence request from Jane Barr, part time elementary school basic skills teacher, effective 3/1/14 - 5/30/14.
- J. Motion to approve the posting and/or advertising for a long term part time substitute replacement teacher effective 3/1/14 - 5/30/14. This position is

to cover Mrs. Barr while she is on leave of absence.

- K. Motion to appoint, upon the recommendation of the Superintendent, Leanne Martina as a part time special education aide effective 11/26/13 through the last day of school June, 2014. Ms. Martina will be paid an hourly rate of \$11.97 for 19 1/2 hours per week (no benefits).
- L. Motion to approve the posting for a part time special education aide effective 11/26/13 through the last day of school June, 2014 (no benefits).
- M. Motion to appoint, upon the recommendation of the Superintendent, Beverly Bodenlos as a part time special education aide effective 11/26/13 through the last day of school June, 2014. Ms. Bodenlos will be paid an hourly rate of \$16.12 for 19 1/2 hours per week (no benefits).
- N. Motion to accept the retirement of Diane Mewborn effective 1/1/14.
- O. Motion to approve the posting and/or advertising for a full time special education teacher (highly qualified in ELA & Math) effective January 2, 2014 through the last day of school June, 2014. This person will replace Mrs. Mewborn who is retiring.
- P. Motion to approve the following basketball volunteers for the 2013-14 school year (references have been checked):
- John Egnor
  - Kathy Englert
- Q. Motion to approve the extended leave of absence request from Christine DiNizo to include through June 30, 2014.
- R. Motion to approve the posting for a long term substitute replacement special education teacher from January 2, 2014 through the last day of school June, 2014. This person will be covering for Mrs. DiNizo while she is on leave of absence.
- S. Motion to approve, upon the recommendation of the Superintendent, Matthew Oles as long term substitute replacement teacher effective January 2, 2014 through the last day of school June 2014 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.
- T. Motion to approve the posting for the following NEF Club Advisor for the remainder of the 2013-14 school year at a stipend of \$600 (this club replaces the non-filled middle school book club position):
- NEF Garden Club Advisor
- U. Motion to approve the extended leave of absence through January 15, 2014 for Denise Dinielli, part time special education aide. Ms. Dinielli was previously approved for a leave of absence through December 16, 2013.
- V. Motion to approve the posting for three after-school NJASK test prep teachers for ELA to teach students of various grade levels for 14 weeks, 1 hour per week at \$40.00\* per hour, plus two hours of prep to be paid at the

\$40.00\* per hour rate. Salary to be adjusted, if necessary, upon ratification and approval of the negotiated agreement by the Association and the Northfield Board of Education.

- Grades 3 & 4 - Tuesdays, January 21, 2014 through April 29, 2014
- Grades 5 & 6 - Tuesdays, January 14, 2014 through April 15, 2014
- Grades 7-8 - Tuesdays, January 14, 2014 through April 15, 2014
- Paid for by NEF donation and NCLB 2013-14 Title Funds

W. Motion to approve the posting for three after-school NJASK test prep teachers for Math to teach students of various grade levels for 14 weeks, 1 hour per week at \$40.00\* per hour, plus two hours of prep to be paid at the \$40.00\* per hour rate. Salary to be adjusted, if necessary, upon ratification and approval of the negotiated agreement by the Association and the Northfield Board of Education.

- Grades 3 & 4 - Wednesdays, January 22, 2014 through April 30, 2014
- Grades 5 & 6 - Wednesdays, January 15, 2014 through April 16, 2014
- Grades 7-8 - Wednesdays, January 15, 2014 through April 16, 2014
- Paid for by NEF donation and NCLB 2013-14 Title Funds

X. Motion to approve the attached list of substitutes for the 2013-14 school year. Attachments

Y. Motion to approve the following field work placement request from Stockton College for the Spring 2014 semester:

- Cory Widmaier - to work with Mrs. Hedrich (1st grade)
- Emma Rainey - to work with Mrs. Lavery (3 hours; Speech Teacher)
- John Trivilas - to work with Mrs. Lavery (1 session; Speech Teacher)

Z. Motion to approve the following field work placement request from Rowan College for the Spring 2014 semester:

- Molly Jean Kissinger - to work with Mrs. Edelman (1st grade)

## 6. Facilities

A. Facilities Committee Report Attachments

B. Motion to approve the attached proposal from PT Consultants Inc., Environmental Consulting and Remediation, in the amount of \$8,582.00 to complete site investigation at the Northfield Community School. Attachments

C. Motion to approve the attached resolution to submit the Annual Comprehensive Maintenance Plan. Attachments

## 7. Finance

A. Finance Committee Report (Mr. Wynne) Attachments

B. Pursuant to NJAC 6A:23-2.12(c)4, we certify that as of October 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 report for October 31, 2013. Attachments
- D. Motion to approve the Cash Reconciliation (Treasurer's) report for October 31, 2013. Attachments
- E. Motion to approve the attached list of Transfers for October 31, 2013. Attachments
- F. Motion to approve the Bill's List in the amount of \$481,410.73.. Attachments
- G. Motion to approve the Annual Budget Calendar for the 2014-2015 Budget. Attachments
- H. Motion to approve the placement at ACSSSD Preschool Disabilities Autistic Program for DOB 10/27/10 for the 2013-2014 school year effective 10/21/2013 at an annual tuition rate of \$34,920.00, prorated, and a personal aide at an annual rate of \$40,320.00, prorated.
- I. Motion to approve the 2013-2014 School Year Joint Transportation Agreement between Northfield Board of Education and Atlantic County Special Services School District in the amount of \$128,491.20 as follows:
- ELEM9 ACSSSD \$25,588.80
  - HS3 ACSSSD \$ 7,646.40
  - NORTH Northfield CS \$95,256.00
- J. Motion to approve the 2013-2014 School Year Non Public Joint Transportation Agreement between Northfield Board of Education and Atlantic County Special Services School District in the amount of \$884.00 as follows:
- 293 Pilgrim Academy \$884.00
- K. Motion to approve the 2013-2014 School Year Non Public Joint Transportation Agreement between Northfield Board of Education and Mainland Regional High School District in the amount of \$7,307.73 as follows:
- STJ/HSHS St. Joseph Regional \$7,307.73
- L. Motion to approve Aid in Lieu of transportation for 18 nonpublic students in the amount of \$15,912.00, \$884.00 for 18 students.
- M. Motion to approve the attached Consortia Agreement between Northfield Board of Education, a New Jersey School District and the Educational Information & Resource Center (EIRC). Attachments
- N. Motion to approve the attached list of Professional Development for district staff as indicated. Attachments

**8. Shared Services**

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

**9. Information**

- A. PTO Update (Mrs. White & Dr. Fipp)
- B. NEF Update (Mr. Milhous)
- C. Sports Booster Update
- D. Motion to approve the Meeting Minutes and Executive Session Meeting Minutes from October 28, 2013. Attachments

**10. Other Business**

- A. Motion to approve the waiving the liability insurance requirement for Northfield Mothers' League annual spaghetti dinner to be held on Wednesday, March 12, 2014.

**11. Open to the Public**

**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 December 16, 2013 at 6:45 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 6:45 p.m.

**13. Announcement**

Next Regular BOE Meeting, Monday, December 16, 2013, Vocal Music Room, 6:45 PM

**14. Adjournment**