Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 21, 2017
Minutes – Regular Meeting - 052

CALL TO ORDER	TIME	7:04 P.M.

A **Regular Meeting** of the Springfield Township Board of Education will be held on **Tuesday, February 21, 2017** at **7:00 p.m.** in the Springfield Elementary School **Media Center**.

ROLL CALL OF BOARD MEMBERS AND STAFF

	Board of Education Member	Present	Late	Absent	
1	Andrew Eaton	X			1
2	Wade Hale, Vice President	X			2
3	Kristen Lippincott	X			3
4	Gregory Madia			X	4
5	Michael Ramalho	X			5
6	James Specca		X		6
7	Gary Walker	X			7
8	Jennifer Webb	X			8
9	Joseph Bucs, President	X			9

Others present:

[X] Craig Vaughn, Chief School Administrator
[X] Bruce Benedetti, School Business Administrator / Board Secretary
[ ] Asia Michael, Assistant Principal
[ ] Shawn Dennis, Educational Facilities Manager

PUBLIC NOTICE

"The New Jersey Open Public Meetings Law was enacted to insure the right to the public to have advance notice of and attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon." Pursuant to the provisions of this act, the Springfield Township Board of Education has caused notice of this meeting to be publicized by having the date, time and place thereof sent to: The Burlington County Times, Springfield Township Clerk, Board of Education members, and posted in the Springfield Township Board of Education Office and Springfield Township Municipal Building.

PLEDGE OF ALLEGIANCE

The President will lead the Board and the assemblage in the Pledge of Allegiance.

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 21, 2017
Minutes – Regular Meeting - 052

SCHOOL AND COMMUNITY PRESENTATIONS

School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights; District & School Grade Report for the 2015-16 year.

Grade 5 NGSS Student Presentation

MOTION FOR FIFTEEN (15) MUNITE RECESS

********** *CERTIFICATION OF THE BOARD SECRETARY* **********

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February 21, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton	X		X					1
2	Wade Hale, Vice President			X					2
3	Kristen Lippincott			X					3
4	Gregory Madia						X		4
5	Michael Ramalho		X	X					5
6	James Specca			X					6
7	Gary Walker			X					7
8	Jennifer Webb			X					8
9	Joseph Bucs, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum =

PUBLIC COMMENT #1 – SHALL NOT EXCEED THIRTY (30) MINUTES

Before a matter is placed on the agenda, Administration has thoroughly reviewed it. Board Members preview the agenda items five days prior to the meeting and discuss questionable items with the Superintendent.

The Springfield Township BOE welcomes public comment during our public meetings. Public comment is not a question and answer session. Notwithstanding, members of the Administration and/or Board members may, with approval, choose to answer questions raised during public comment periods. If a response is requested, please provide your contact information on the sign-in sheet or contact the Administration separately.

Statements are limited to two, three minute time periods for a total of six minutes on any one topic. Public Comment #1 is reserved for agenda specific comments or statements and shall not exceed thirty (30) minutes. Public Comment #2 is for general comments or statements.

CORRESPONDENCE

APPROVAL OF MINUTES

Wednesday, January 11, 2017 - Work Session Meeting
Tuesday, January 17, 2017 – Regular Public Meeting
Tuesday, January 17, 2017 – Closed Executive Session

********** *CERTIFICATION OF THE BOARD SECRETARY* **********

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February 21, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton			X					1
2	Wade Hale, Vice President			X					2
3	Kristen Lippincott		X	X					3
4	Gregory Madia						X		4
5	Michael Ramalho			X					5
6	James Specca			X					6
7	Gary Walker			X					7
8	Jennifer Webb	X		X					8
9	Joseph Bucs, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum =

SUPERINTENDENT'S REPORT (ENROLLMENT & HIB REPORT)

A. <u>ACCEPTING ENROLLMENT STATISTICS</u>

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-190-239

RESOLUTION ACCEPTING ENROLLMENT STATISTICS
AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS JANUARY 2017

WHEREAS, the Board of Education recognizes the importance of maintaining accurate registers for all students enrolled in the Springfield Township School District; and

WHEREAS, the Board of Education also relies on accurate enrollment counts for such reports as the Application for State School Aid Report, the annual Budget Statements, the annual December 1st Special Education Report, Fall Enrollment Report and the Average Daily Attendance Report; and

WHEREAS, the Superintendent of Schools has received and compiled school registers from each of the schools in the School District which have been cross-checked with active home room rosters and Child Study Team class listings with the resulting summary table being generated:

Expense Account #	Grade Level/Program	Count June 30, 2016	Count January 31, 2017	Difference
11-105-100-101-101-105	Pre-School Regular	9	14	5
11-110-100-101-101-110	Kindergarten	25	29	4
11-120-100-101-101-401	First Grade	25	27	2
11-120-100-101-101-402	Second Grade	28	28	0
11-120-100-101-101-403	Third Grade	24	33	9
11-120-100-101-101-404	Fourth Grade	34	25	-9
11-120-100-101-101-405	Fifth Grade	40	34	-6
11-130-100-101-101-406	Sixth Grade	32	45	13
11-212-100-101-101-100	Multiple Disabled	5	3	-2
11-215-100-101-101-100	Pre-School Disabled PT	5	2	-3
11-000-100-56X-60X-XXX	Out-of-District Placement	2	2	0
	TOTAL	**230**	**242**	**13**

;and

Month	Enrollment	Monthly Change
June 2016	230	
July 2016	225	-5
August 2016	234	+9
September 2016	234	0
October 2016	234	0
November 2016	234	0
December 2016	236	+2
January 2017	242	+6
February 2017		
March 2017		
April 2017		
May 2017		
June 2017		

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above enrollment report is hereby accepted upon the certification of the Superintendent of Schools.

********** ********** **********

_____
Joseph M. Bucs, President

_____
Bruce M. Benedetti
Interim Business Administrator/Board Secretary

********** *CERTIFICATION OF THE BOARD SECRETARY* **********

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February 21, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton			X					1
2	Wade Hale, Vice President			X					2
3	Kristen Lippincott			X					3
4	Gregory Madia						X		4
5	Michael Ramalho		X	X					5
6	James Specca	X		X					6
7	Gary Walker			X					7
8	Jennifer Webb			X					8
9	Joseph Bucs, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum =

CONTRACT ADMINISTRATION

NONE

FINANCE & BUDGET

A. <u>APPROVING THE ANTICIPATED REVENUE REPORT</u>

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-251-240

RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD

FOR THE MONTH OF JANUARY 2017 PURSUANT TO N.J.A.C. 6:23-2.11(c)2

WHEREAS, the New Jersey Administrative Code, Title 6, Chapter 20, requires that the board secretary report monthly to the board of education changes in anticipated revenue amounts and sources; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the attached revenue statement reports change in anticipated revenue is hereby acknowledged and accepted as compliance with N.J.A.C. 6:20-2.11(c)2.

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MONTHLY CERTIFICATION OF THE SECRETARY TO THE BOARD
REPORT ON CHANGES IN ANTICIPATED REVENUE

Pursuant to N.J.S.A. 6:20-2.11(c)2, I report the following **January 31, 2017** changes in anticipated revenue amounts and sources as noted on the submitted revenue report.

_____
Bruce M. Benedetti
Business Administrator/Board Secretary

********** ********** **********

TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

_____
Joseph M. Bucs, President

ATTEST:

_____
Bruce M. Benedetti
Interim Business Administrator/Board Secretary

B. CERTIFYING THAT ANY REMITTANCE TO PURCHASE ORDERS GREATER THAN THE APPROVED PURCHASE ORDER AMOUNT

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-251-241

RESOLUTION CERTIFYING THAT ANY REMITTANCE TO PURCHASE ORDERS GREATER THAN THE APPROVED PURCHASE ORDER AMOUNT SHALL BE DETAILED

THROUGH THE APPROVAL OF THE MONTHLY CREDIT/DISBURSEMENT REPORT
PURSUANT TO N.J.A.C. 6A:23A-6.10
AND THAT THE BELOW REPORT IS FOR THE MONTH OF JANUARY 2017

WHEREAS, N.J.A.C.6A:23A-6.10 provides that "a school district and county vocational school board shall adopt a policy establishing the approval process for any remittance of payment for invoice amounts greater than the approved purchase order; and

WHEREAS, the policy shall require the Business Administrator/Secretary to the Board to identify and investigate, if necessary, the reason for any increase to a purchase order. If it is found that such an increased is warranted, the Business Administrator/Secretary to the Board shall either approve a revision to the original purchase order with the reason noted, approve the issuance of a supplemental purchase order for the difference, or cancel the original purchase order and issue a new purchase order. If it is found that such an increase is not warranted, the purchase order shall be canceled and the goods returned. In no instance shall an adjustment be made to a purchase order that changes the purpose or vendor of the original purchase order or a bid award price; and

WHEREAS, the Business Administrator/Secretary to the Board shall review, on a monthly basis, edits/change reports, in particular the Credit/Disbursement Report, listing all payments made in excess of the originally approved purchase order amount to ensure that all payments are properly made are properly authorized prior to the commitment of any bill list disbursements; and

WHEREAS, a Credit-Disbursement Report has been developed by the School District's accounting software vendor, Asbury Park Computer Center, and said report is attached herein which details any changes in purchase order amounts; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that attached **January 2017** Credit-Disbursement Report detailing the changes is hereby approved and that any and all adjustments against Board of Education obligations therein enumerated for equipment, material and supplies, furnished and delivered and for work done and performed and certified as correct by the Secretary of the Board of Education, and when funds are available; and

BE IT FURTHER RESOLVED that the following summary details any and all adjustments to purchase orders disbursed during the month:

Account #	PO #	Vendor #	Liquidated	Paid	Excess	%
None						
Reason For Excess:						

; and

BE IT FINALLY RESOLVED that a copy of the above Report shall be placed in the permanent minutes of the Board of Education.

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TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

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Joseph M. Bucs, President

ATTEST:

_____
Bruce M. Benedetti
Interim Business Administrator/Board Secretary

C. CERTIFYING THAT NO ADVERTISED APPROPRIATION EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-251-242

RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT FOR THE MONTH OF JANUARY 2017 ESTABLISHED PURSUANT TO PUBLIC LAW 2004, C. 73 AND RECOGNIZING THE SUBMISSION TO THE EXECTUVE COUNTY BUSINESS OFFICIAL A REQUEST FOR APPROVAL OF THE TRANSFER THAT EXCEED TEN PERCENT

WHEREAS, Public Law 2004, C. 73 requires New Jersey Department of Education Commissioner approval of transfers in any general fund account greater than ten percent (10%) on a cumulative basis; and

WHEREAS, a report has been developed by the School District's accounting software vendor, Asbury Park Computer Center and said report is attached herein; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that attached **January 2017** monthly transfer report detailing the percentage change in transfers is hereby approved; and

BE IT FURTHER RESOLVED that the Interim Business Administrator shall submit an application for approval of the following transfers that exceed to ten percent (10%) limit:

Account Number	YTD Net Transfer	YTD Transfer %	Explanation
11-000-100-XXX	-37750	-55.74	BCSSSD to Mission One

11-000-240-XXX	-26015	-100.00	Elimination of Principal Position
12-XXX-XXX-73X	3835	100.00	Carry Over Purchase Order

;and

BE IT FINALLY RESOLVED that a copy of the report shall be placed in the permanent minutes of the Board of Education.

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TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

_____
Joseph M. Bucs, President

ATTEST:

_____
Bruce M. Benedetti
Interim Business Administrator/Board Secretary

D. <u>CERTIFYING THE EWEG REIMBURSEMENT REQUESTS</u>

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION#16/17-RM-052-251-243

RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS
<u>FOR THE MONTH ENDING JANUARY 31, 2017</u>

WHEREAS, when the district is a sub-grantee of grants awarded by the Federal government to the State of New Jersey the district shall submit reimbursement requests using the Electronic Web-Enabled Grant (EWEG) System. Expenditures must be supported by documentation at the sub-grantee level. Documentation for salary expenditures will be according to the applicable federal circular. Expenditures must be for allowable costs. Expenditures must be related to the sub-grantee's cost objectives. Expenditures will be reviewed to determine that:

A. Adequate description of expenditures is provided;
B. No new budget category is created; and
C. Reimbursement does not exceed the allowable threshold for an amendment as a result of cumulative transfers among expenditure categories; and

WHEREAS, Reimbursement requests will be certified by the board as being in accordance with approved grant applications as evidenced by the review of a monthly disbursement report. EWEG reimbursement requests will meet New Jersey Department of Education time lines and deadlines; and

WHEREAS, the Business Administrator/Secretary to the Board has submits to the Board the following summary for the period ending **January 31, 2017** for review and certification; and

YEAR	ACCT	GRANT	FUNC	OBJ	DESCRIPTION	AMOUNT	TOTAL
16-17	231	TITLE1A	100	101	SALARIES OF TEACHERS	774.27	
				610	GENERAL SUPPLIES		
					TOTAL 100 SERIES		774.27
			200	200	PERSONAL SRV EMP BENEF	628.00	
				500	OTHER PURCHASED SERVICES	14000.00	
					TOTAL 200 SERIES		14628.00
					MONTHLY TOTAL		**15402.27**
16-17	250	IDEA BSC	100	565	TUIT COUNTY SPEC SERV	7742.00	
				566	TUIT PRIV HAND IN STATE	5024.00	
					TOTAL 100 SERIES		12766.00
			200	300	PURCH PROF/TECH SVS	4354.00	
					TOTAL 200 SERIES		4354.00
					MONTHLY TOTAL		**17120.00**
16-17	251	IDEA PSD	100	565	TUIT COUNTY SPEC SERV	5021.00	
					TOTAL 100 SERIES		5021.00
					MONTHLY TOTAL		**5021.00**
16-17	270	TITLE 2A	200	300	PURCH ED/PROF/TECH SVS		
					TOTAL 200 SERIES		

					MONTHLY TOTAL		
16-17	450	OTH FED	200	300	PURCH ED/PROF/TECH SVS		
					TOTAL 200 SERIES		
					MONTHLY TOTAL		
					TOTAL - ALL GRANTS		**37543.27**

REIMBURSEMENT SUMMARY

GRANT PROGRAM	YEAR	TOTAL FUNDS AVAILABLE	REIMB TO DATE	PENDING PAYMENTS	REMAINING PAYMENTS	PRESENT ENCUMB	PRESENT REIMB	REMAIN BALANCE
TITLE1A	16-17	28672.60	1332.00	1502.00	25838.00	8516.92	15402.27	1918.81
IDEA BSC	16-17	73738.00	13215.00	8541.00	51982.00	24356.80	17120.00	10505.20
IDEA PSD	16-17	5021.00	0.00	0.00	5021.00	0.00	5021.00	0.00
TITLE 2A	16-17	4576.00	0.00	0.00	4576.00	0.00	0.00	4576.00
OTH FED	16-17	4279.00	0.00	0.00	4279.00	0.00	0.00	4279.00
TOTAL								

Fiscal Note:

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that Board certifies the EWEG submissions as above listed.

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Joseph M. Bucs, President

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Bruce M. Benedetti
Interim Business Administrator/Board Secretary

E. APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-251-244

RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES AS OF JANUARY 31, 2017 FOR THE 2016-2017 PROGRAM YEAR PURSUANT TO BOARD OF EDUCATION STANDARD OPERATING PROCEDURE 3-003 TO MONITOR THE % OF EXPENDITURE TO CONTROL CARRY-OVER WAIVER REQUESTS UNDER GUIDANCE OF THE NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM FISCAL MANAGEMENT - RESTRICTED REVENUES

WHEREAS, Standard Operating Procedure 3-003 provides for the mechanism for Board of Education monitoring of restricted revenue expenditure levels as the Board of Education must ensure that restricted revenue accounts must be appropriated and fully expended in a timely manner and in accordance with grant allocations/budgets; and

WHEREAS; the New Jersey Quality Single Accountability Continuum (NJQSAC) - District Performance Review - D. Restricted Revenues - Sections 1.b. and 1.d provide the following guidance:

1.b. Grant funds are spent as budgeted. Amendments and budget modifications are completed for changes that exceed the applicable threshold (entitlement grants - lesser of 10% or $50,000; discretionary grants - lesser of 10% or $10,000;

1.d. At least 85 percent of the NCLB and IDEA grant funds are expended in one year. For Title I, a waiver to carry over more than 15% has not been requested within the last three years;

; and

WHEREAS, the Business Administrator/Secretary to the Board reports the following:

GRANT	GAAP ACCT	YEAR	CURRENT APPROPR	TOTAL EXPENDED	TOTAL ENCUMBERED /CARRYOVER	UNEXPENDED DOLLAR BALANCE	UNEXPENDED PERCENT BALANCE
TITLE 1A	20-231	16-17	28672.60	18235.68	8516.92	1920.00	7%
IDEA BSC	20-250	16-17	68680.00	38875.20	24356.80	5448.00	8%
IDEA PSD	20-251	16-17	5021.00	5021.00	0.00	0.00	0%
TITLE 2A	20-270	16-17	4576.00	0.00	0.00	4576.00	100%
REAP	20-294	16-17	4279.00	0.00	0.00	4279.00	100%

; and

WHEREAS, the following Board of Education comments and/or discussion was had, if any, on the matter of this Resolution:

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above summary represents the monthly certification of grant expenditures for the program year **2016-2017** No Child Left Behind, IDEA Part B, REAP Grant; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the responsible staff and said staff shall provide the Board of Education with a detailed explanation for any grants that will exceed the fifteen percent (15%) waiver amount at the end of the program year.

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TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

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Joseph M. Bucs, President

ATTEST:

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Bruce M. Benedetti
Interim Business Administrator/Board Secretary

F. PROVIDING FOR A SECRETARY TO THE BOARD'S MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-251-245

RESOLUTION PROVIDING FOR A SECRETARY TO THE BOARD'S MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS FOR THE MONTH OF JANUARY 2016 PURSUANT TO N.J.A.C. 6:20-2.13(d) AND N.J.S.A. 18A:22.8.1

WHEREAS, the New Jersey Administrative Code, Title 6, Chapter 20, requires that certain monthly certifications be demonstrated as to the budgetary line item accounts; and

WHEREAS, the certification of the Secretary to the Board must demonstrate that no budgetary line item account, which are understood by the rule to be the advertised section of the New Jersey Department of Education prescribed budget, has obligations and contractual orders which exceed annual appropriations for said line item accounts in accordance with the Monthly Line Item Budget Report; and

WHEREAS, the following Board of Education comments and/or discussion was had, if any, on the matter of this Resolution:

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that the below certification are hereby acknowledged and accepted as compliance with N.J.A.C. 6:20-2.13(d) and N.J.S.A. 18A:22.8.1.

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MONTHLY CERTIFICATION OF THE SECRETARY TO THE BOARD
BUDGETARY LINE ITEM STATUS

Pursuant to N.J.S.A. 6:20-2.13(d), I certify that as of **January 31, 2017** no budgetary line item account has obligations and payments, understood as contractual orders, which in total exceed the amount appropriated by the Township of Springfield Board of Education pursuant to N.J.S.A. 18A:22-8 and N.J.S.A. 18A:22-8.1.

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Bruce M. Benedetti
Business Administrator/Secretary to the Board

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TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

_____
Joseph M. Bucs, President

ATTEST:

_____
Bruce M. Benedetti
Interim Business Administrator/Board Secretary

G. <u>RATIFYING THE TRANSFER OF FUNDS</u>

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-251-246

RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR <u>JANUARY 2017</u>
PURSUANT TO N.J.S.A. 18A:22-8

WHEREAS, N.J.S.A. 18A:22-8, designates the Superintendent of Schools to approve transfers among line items between meetings of the Board of Education; and

WHEREAS, it became necessary to transfer funds among certain line items between the monthly meetings of in the month of **January 2017**, recorded as adjustments according to the attached report, so as to provide for the thorough and efficient education of Springfield Township School District pupils; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the attached transfers are hereby ratified.

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TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

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Joseph M. Bucs, President

ATTEST:

_____
Bruce M. Benedetti
Interim Business Administrator/Board Secretary

H.) AUTHORIZING THE PAYMENT OF BILLS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-251-247

RESOLUTION AUTHORIZING THE PAYMENT OF BILLS
OF THE GENERAL ACCOUNTS AS CONTAINED
ON THE CHECK REGISTER FOR FEBRUARY 21, 2017
AND ALL BANK/WIRE TRANSFERS FOR THE MONTH OF JANUARY 2017

WHEREAS, the Business Administrator/Secretary to the Board has submitted a computer printout of the checks registered for payment for the period of **January 17, 2017 to February 21, 2017**; and

WHEREAS, this a summary table of check register that is provided in the addendum section of the subject minutes:

501

FUND	EXPENSE	DESCRIPTION	# OF INVOICES	AMOUNT
10		FICA REIMBURSEMENT – 1-15-17	1	7335.65
10		FICA REIMBURSEMENT – 1-30-17	1	7335.65
		TOTAL FUND 10	**2**	**14,671.30**
11	11-000-XXX	UNDISTRIBUTED EXPEND	48	74152.82
	11-190-XXX	REGULAR PROGRAM UNDISTR	17	7983.05
	11-213-XXX	RESOURCE ROOM	1	1995
	11-215-XXX	PRESCH. DISAB. PART-TIME	0	0
	11-230-XXX	BASIC SKILLS/REMEDIAL	0	0
	11-403-XXX	OTHER INSTR PROGRAMS	0	0
	11-999-XXX	POSTING ACCOUNTS	0	0
				84130.87
11	11-000-291	SESHBP PAYMENT – 1-10-17	1	73994.76
		TOTAL FUND 11		**158125.63**
12	12-000-400	FACILITIES ACQUISTION		
		TOTAL FUND 12		
20	20-231-XXX	TITLE 1A		
	20-250-XXX	IDEA BASIC		
	20-251-XXX	IDEA PRE-SCHOOL		
	20-270-XXX	TITLE 2A		
	20-450-XXX	REAP		
		TOTAL FUND 20		
30	30-000-XXX	UNDIST EXPENDITURE	5	224851.41
		TOTAL FUND 30	**5**	**224851.41**
40	40-701-510	INTEREST ON BONDS		
		TOTAL FUND 40		
62	62-910-310	SCHOOL NUTRITION		
		TOTAL FUND 62		
81	81-190-100	UNEMPLOYMENT TRUST	1	20.88
		TOTAL FUND 81	**1**	**20.88**
82	82-000-520	FLEXIBLE SPENDING		
		TOTAL FUND 82		
90	90-000-100	PAYROLL/AGENCY		
		TOTAL FUND 90		
95	95-40X-210	STUDENT ACTIVITY	1	60.99
		TOTAL FUND 95	**1**	**60.99**

502

WHEREAS, the Board of Education wishes to authorize payment of said bills and to ratify the prior payment of obligations through the issuance of **current fund hand checks** for the following:

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
			NONE	
			TOTAL	

; and

WHEREAS, the New Jersey Quality Single Accountability Continuum (hereinafter "NJQSAC"), District Performance Review, B. Financial and Budgetary Control, Section j. requires that "Manual checks represent less than one percent of the checks issued on an annual basis (interfund payments are excluded from this requirement.). The following table monitors the issuance of manual checks as a percentage of checks issued to ensure compliance with NJQSAC:

MONTH	BILL LIST $	MANUAL CK $	TOTAL CK $	MANUAL CK %
Jul 2016	0.00	0.00	0.00	0.00%
Aug 2016	142,242.19	0.00	142,242.19	0.00%
Sep 2016	181,368.74	0.00	181,368.74	0.00%
Oct 2016	124,323.87	0.00	124,353.87	0.00%
Nov 2016	118,400.27	0.00	118,400.27	0.00%
Dec 2016	182,901.45	0.00	182,901.45	0.00%
Jan 2017	262,682.27	0.00	262,682.27	0.00%
Feb 2017	309,064.15	0.00	309,064.15	0.00%
Mar 2017				
Apr 2017				
May 2017				
Jun 2017				
TOTAL				

; and

WHEREAS, the below bank transfer(s) are for payroll and agency accounts during the month of **January 2017** for the following:

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
1-15-17	0073	0074	PAYROLL	80112.76
1-17-17	0073	0074	BUCKO DIRECT DEPOSIT	1728.97
1-15-17	0073	0075	AGENCY WITHHOLDING	66373.54
			TOTAL	**148,215.27**
1-30-17	0073	0074	PAYROLL	82345.88
1-30-17	0073	0075	AGENCY WITHHOLDING	67601.91

			TOTAL	**149,947.79**

; and

WHEREAS, the Board of Education wishes to authorize interfund bank transfers during the month of **January 2017** for the following:

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
1-4-17	0073	2178	FLEX SPENDING – CURRENT ADV	733.60
1-11-17	6705	0073	ADJ COST CENTER	6528.00
1-13-17	0075	2178	FLEX SPENDING - BROWNING	127.50
1-13-17	0075	2178	FLEX SPENDING - CARTER	30.00
1-17-17	0077	0076	STDNT CNCL PAYMENT TO CAFE	75.00
1-18-17	0073	0075	ANNUAL ER APPR	1142.67
1-24-17	0075	0073	CHAPTER 78 TRANSFER	268.92
1-24-17	0075	0073	CHAPTER 78 TRANSFER	22173.02
1-24-17	0075	0073	CLEAR ACCT	1021.67
1-30-17	0075	0073	CHAPTER 78 TRANSFER	89.64
1-30-17	0075	0073	CHAPTER 78 TRANSFER	7857.38
1-30-17	0075	2178	FLEX SPENDING - BROWNING	127.50
1-30-17	0075	2178	FLEX SPENDING - CARTER	30.00
			TOTAL	**40,204.90**

; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that payment of bills on the **January 17, 2017 to February 21, 2017**check register are hereby authorized; and

BE IT FURTHER RESOLVED that the Board of Education ratifies to prior issuance of the above listed hand check(s) and transfer(s).

********** ********** **********

_____
Joseph M. Bucs, President

_____
Bruce M. Benedetti
Interim Business Administrator

I. PROVIDING FOR THE BOARD OF EDUCATION'S MONTHLY CERTIFICATION ON BUDGETARY MAJOR ACCOUNT/FUND STATUS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-251-248

RESOLUTION PROVIDING FOR THE BOARD OF EDUCATION'S MONTHLY CERTIFICATION ON BUDGETARY MAJOR ACCOUNT/FUND STATUS FOR THE MONTH OF JANUARY 2017 PURSUANT TO N.J.A.C. 6A:23-2:11.c)

WHEREAS, the New Jersey Administrative Code, Title 6, Chapter 23, requires that certain monthly certifications be demonstrated as to the budgetary line item accounts; and

WHEREAS, the Board of Education must certify that, to the best of its knowledge, no major account or fund has been over expended and that sufficient funds are available to meet the Springfield Township School District's financial obligations for the remainder to the **2016-2017** Fiscal Year; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that a certification are hereby given, after review of the Line Item Status Report, and upon consultation with the appropriate District officials, to the best of its knowledge no major account or fund has been over expended in violation of New Jersey statutes and code.

********** ********** **********

TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

Joseph M. Bucs, President

ATTEST:

_____
Bruce M. Benedetti
Interim Business Administrator/Board Secretary

J. APPROVAL OF THE REPORT OF THETREASURER OF SCHOOL MONIES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-251-249

RESOLUTION APPROVAL OF THE REPORT OF THE TREASURER OF SCHOOL MONIES FOR DECEMBER 2016 PURSUANT TO N.J.S.A. 18A:17-36

WHEREAS, N.J.S.A. 18:4-14 mandates that all public school districts utilize an accounting system that is consistent with generally accepted accounting principles; and

WHEREAS, the Report of the Treasurer of School Monies serves as a mechanism that allows the treasurer to meet the requirements mandated by N.J.S.A. 18A:17-36 as it provides for an independent accounting of all cash transactions for a given period of time; and

WHEREAS, Amy Lerner, Springfield Township Treasurer of School Monies, has submitted the attached report which has been distributed, reviewed and accepted by the Board of Education; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the **December 2016** Report of the Treasurer of School Monies is hereby accepted and approved.

********** ********** **********

TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

_____
Joseph M. Bucs, President

ATTEST:

_____
Bruce M. Benedetti
Interim Business Administrator/Board Secretary

K. MEMORIALIZING THE ISSUANCE OF THE NEW JERSEY SCHOOL DEVELOPMENT AUTHORITY EXHIBIT G-1

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-030-261

RESOLUTION MEMORIALIZING THE ISSUANCE OF
THE NEW JERSEY SCHOOL DEVELOPMENT AUTHORITY EXHIBIT G-1
PROVING THE CERTIFICATON BY THE INTERIM BUSINESS ADMINISTRATOR
UPON SUBSTANTIAL COMPLETION OF SDA GRANT NUMBER 5010-50-14-G3DY

WHEREAS, the New Jersey School Development Authority and the Springfield Township School District entered into an Educational Facilities Construction and Financing Act Grant Agreement for Project

5010-50-14-G3DY for the purposes of Project Named Unbundled Project (-) Exterior Closure, Plumbing (-); and

WHEREAS, at the substantial completion of said project the School Business Administrator is required to swear to and certify the following:

A. The essential requirements of the Contracts have been fully performed so that the purpose of the Contracts is accomplished.

B. The Punchlist has been created.

C. There are no important or material omissions or technical defects or deficiencies regarding the School Facilities Project.

D. The temporary certificate of occupancy, continued use or completion has been issued.

E. The School Facilities Project is ready for occupancy in accordance with its intended purpose.

; and

WHEREAS, Exhibit G-1 of the Certification has been sworn to and attested.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that Exhibit G-1 signed and notarized is hereby memorialized by this Resolution and the authorization is given to forward said Exhibit to the New Jersey School Development Authority.

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Joseph M. Bucs, President

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Bruce M. Benedetti
Interim Business Administrator/Board Secretary

********** *CERTIFICATION OF THE BOARD SECRETARY* **********

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February 21, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton			X					1

2	Wade Hale, Vice President			X					2
3	Kristen Lippincott			X					3
4	Gregory Madia						X		4
5	Michael Ramalho			X					5
6	James Specca	X		X					6
7	Gary Walker			X					7
8	Jennifer Webb		X	X					8
9	Joseph Bucs, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum =

PERSONNEL & NEGOTIATIONS

A. ACCEPTING THE RETIREMENT NOTICE OF AN INSTRUCTIONAL ASSISTANT

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-215-257

RESOLUTION ACCEPTING THE RETIREMENT NOTICE OF AN INSTRUCTIONAL ASSISTANT – PCR #:W-TAPS03 FOR THE SPRINGFIELD TOWNSHIP SCHOOL

WHEREAS, the Superintendent of Schools received the following correspondence on **January 10, 2017** from **Janet Lockwood, Instructional Assistant, Springfield Township School:**

January 10, 2017

Dear Mr. Vaughn and Springfield Township School Board of Education,

Please accept my retirement effective as of the close of the 2016-2017 school year. I thank you for your guidance and support and I take this as an opportunity to thank all the teachers and my colleagues for their support and friendship throughout my time here. While I will miss the students and staff, I am looking forward to spending more time with my children and grandchildren.

Sincerely,
Janet Lockwood

; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above notification of retirement is hereby accepted effective **June 30, 2017**; and

BE IT FURTHER RESOLVED that the posting of the vacancy is hereby authorized as per the following number:

VACANCY/NEW POSITION	CERTIFICATION REQUIREMENT	POSTING NUMBER
Instructional Assistant	High School Diploma	#16/17-052-249-IA/RPL

********** ********** **********

CERTIFICATION OF ACCUMULATED SICK LEAVE PAYMENT

YEARS OF SERVICE	ACCUMULATED SICK	ACCUMULATED PERSONAL	TOTAL	PER DIEM RATE	TOTAL PAYOUT
28 years 8 months	226	0	200	$25	$5,000

* Maximum Days Payout = 200
*This information is based on time taken as of ***January 6, 2017***. If any time is taken after this date, these amounts will change to reflect new time.

BE IT FINALLY RESOLVED that the Interim Business Administrator/Board Secretary shall budget the sum of five thousand dollars ($5000) under line item number 11-000-291-290-110-100 – UNDIST PSD IA RETIRE CMP.

TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

_____
Joseph M. Bucs, President

ATTEST:

_____
Bruce M. Benedetti
Interim Business Administrator/Board Secretary

********** *CERTIFICATION OF THE BOARD SECRETARY* **********

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February 21, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton			X					1
2	Wade Hale, Vice President		X	X					2
3	Kristen Lippincott			X					3

4	Gregory Madia						X		4
5	Michael Ramalho			X					5
6	James Specca	X		X					6
7	Gary Walker			X					7
8	Jennifer Webb							X	8
9	Joseph Bucs, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum =

B. APPROVING THE APPOINTMENT OF A BUSINESS OFFICE COMPTROLLER

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-251-252

RESOLUTION APPROVING THE APPOINTMENT
OF A BUSINESS OFFICE COMPTROLLER
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT
FOR THE 2016-2017 SCHOOL YEAR
AND APPROVING A TRANSFER OF FUNDS

WHEREAS, a vacancy was created in the position of Business Office Comptroller pursuant to approval of a new job description pursuant to Resolution #16/17-; and

WHEREAS, the position was duly posted in accordance with the provisions of the Agreement Between the Springfield Township Board of Education and the Springfield Township Education Association; and

WHEREAS, the following recommendation is being made by the Superintendent of Schools, in consultation with the Interim Business Administrator:

NAME:	Casey M. DeJoseph
STREET ADDRESS:	2112 Brandeis Avenue
TOWN ZIP CODE:	Cinnaminson NJ 08077
STEP ON SCALE:	Not Applicable
ANNUAL COMPENSATION LEVEL:	$76,460

POSITION CONTROL NUMBER:	C-SBO003
EFFECTIVE DATE:	March 20, 2017

Jersey 1st Classification	New Jersey Resident
Health Care Coverage	Full Coverage
Pension System Enrollment	PERS
Annual Sick Leave Allocation	3
Annual Personal Leave Allocation	1
Annual Vacation Leave Allocation	5

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above appointment is hereby approved as above indicated.

EMPLOYEE HIRING MANDATORY ITEM CHECK LIST

-1- Completed Physical	**-2- TB Test Certificate**	-3- Fingerprint Clearance	-4- Emergent Hire Form	-5- *Black Seal License*	-6- Right To Know Training	-7- Laboratory Compliance Training	**-8- Driver License Check**	-9- Hepatitis B Series
TBS	TBS	TBS	TBS	NR	NR	NR	NR	NR
				Custodial Only		Science Only	Bus/Van Only	High Risk Only

Legend: SB = Submitted NS = Not Submitted NR = Not Required TBS = To Be Scheduled TBO = To Be Obtained

Required Before Start of Employment = Items 1, 2, 3 or 4, 8 [bus/van only]
Required Within 1 Year = Item 5

********** ********** **********

CERTIFICATION OF ENCUMBRANCE REVISIONS OF PAYROLL ACCOUNT

-1- DATE START	-2- ANNUAL PAY	-3-	-4- PERIOD RATE [B2/C2]	-5- PAY PERIODS	-6- PERIOD TOTAL [D2XE2]	-7- PAY DAYS	-8- PER DIEM RATE	-9- PER DIEM TOTAL [G2XH2]	-10- ANNUAL PRO-RATED TOTAL [F2+I2]
3/20/17	76460	24	3185.83	6	19115	10	294.08	2940	22055

********** ********** **********

CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT

Account Number	11-000-251-100-103-112	[redacted]
Account Title	BUS OFF COMPTR SAL	
Certification Date	February 2, 2017	
Beginning Balance		21250.00
Contract Encumbrance Account		-22055.00
Revised Balance		- 805.00
Transfer Fr Account Number	11-000-230-331-214-111	
Transfer Fr Account Title	LEGAL BRD SOLICITOR SRV	
Transfer Fr Opening Balance	1466.73	
Transfer Fr/To Amount	-805	805.00
Transfer Fr Ending Balance	661.73	
Ending Balance		0.00

Fiscal Notes:

_____
Bruce M. Benedetti
Interim Business Administrator/Board Secretary

********* ********** **********

_____
Joseph M. Bucs, President

_____
Bruce M. Benedetti
Interim Business Administrator/Board Secretary

C. APPROVING THE APPOINTMENT OF A SCHOOL BUSINESS OFFICIAL

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-251-253

RESOLUTION APPROVING THE APPOINTMENT
OF A SCHOOL BUSINESS OFFICIAL FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT
FOR THE 2017-2018 SCHOOL YEAR

WHEREAS, a vacancy was created in the position of School Business Administrator pursuant to resignation of the incumbent; and

WHEREAS, the position was duly posted in accordance with the provisions of the Agreement Between the Springfield Township Board of Education and the Springfield Township Education Association; and

WHEREAS, the following recommendation is being made by the Superintendent of Schools, in consultation with the Interim Business Administrator:

NAME:	Casey M. DeJoseph
STREET ADDRESS:	2112 Brandeis Avenue
TOWN ZIP CODE:	Cinnaminson NJ 08077
STEP ON SCALE:	Not Applicable
ANNUAL COMPENSATION LEVEL:	$85,000
POSITION CONTROL NUMBER:	C-SBA001
EFFECTIVE DATE:	July 1, 2017

Jersey 1st Classification	New Jersey Resident
Health Care Coverage	Full Coverage
Pension System Enrollment	TPAF
Annual Sick Leave Allocation	12
Approved Carry Forward – Previous Employer	20
Annual Personal Leave Allocation	3
Annual Vacation Leave Allocation	20

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above appointment is hereby approved as above indicated.

EMPLOYEE HIRING MANDATORY ITEM CHECK LIST

-1- Completed Physical	**-2- TB Test Certificate**	-3- Fingerprint Clearance	-4- Emergent Hire Form	-5- *Black Seal License*	-6- Right To Know Training	-7- Laboratory Compliance Training	**-8- Driver License Check**	-9- Hepatitis B Series
TBS	TBS	TBS	TBS	NR	NR	NR	NR	NR
				Custodial Only		Science Only	Bus/Van Only	High Risk Only

Legend: SB = Submitted NS = Not Submitted NR = Not Required TBS = To Be Scheduled TBO = To Be Obtained

Required Before Start of Employment = Items 1, 2, 3 or 4, 8 [bus/van only]
Required Within 1 Year = Item 5

************* ************** **************

CERTIFICATION OF ENCUMBRANCE REVISIONS OF PAYROLL ACCOUNT

-1- DATE START	-2- ANNUAL PAY	-3-	-4- PERIOD RATE [B2/C2]	-5- PAY PERIODS	-6- PERIOD TOTAL [D2XE2]	-7- PAY DAYS	-8- PER DIEM RATE	-9- PER DIEM TOTAL [G2XH2]	-10- ANNUAL PRO-RATED TOTAL [F2+I2]
7-1-17	$85000	24	$3541.67	24	$85000	0	$0.00	$0.00	$85000

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Joseph M. Bucs, President

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Bruce M. Benedetti
Interim Business Administrator/Board Secretary

********** *CERTIFICATION OF THE BOARD SECRETARY* **********

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February 21, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton			X					1
2	Wade Hale, Vice President			X					2
3	Kristen Lippincott		X	X					3
4	Gregory Madia						X		4
5	Michael Ramalho			X					5
6	James Specca	X		X					6
7	Gary Walker			X					7
8	Jennifer Webb			X					8
9	Joseph Bucs, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum =

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February 21, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton								1
2	Wade Hale, Vice President								2
3	Kristen Lippincott								3
4	Gregory Madia								4
5	Michael Ramalho								5
6	James Specca								6
7	Gary Walker								7
8	Jennifer Webb								8
9	Joseph Bucs, President								9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum =

CURRICULUM & TECHNOLOGY

NONE

POLICIES & PROCEDURES

A. APPROVING BOARD OF EDUCATION POLICY, BYLAWS AND REGULATION REVISIONS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-221-250

RESOLUTION APPROVING BOARD OF EDUCATION
2016/2017 POLICY, BYLAWS AND REGULATION REVISIONS
UPON SECOND READING AND INTRODUCTION

WHEREAS, the procedures shall conform, in all respects, to the bylaws of the Board of Education concerning agenda and meetings. The procedures shall provide a means whereby all interested parties in the school community may submit proposals for additions and amendments to the school district governance manual, and may contribute opinions and information for the Board's consideration.

WHEREAS, the policy coordinator shall ascertain any conflicts between proposed and existing policies and bring them to the attention of the Board of Education at the first reading of the draft. Policies may be adopted on second reading by a majority vote of the members of the Board of Education present and voting or may be further revised until consensus is reached; and

***WHEREAS*,** the following is the first reading for revisions to the, which include:

File Code	Name
Policy 1510 Regulation 1510	Americans with Disabilities Act
Policy 2415.30	Title 1 – Educational Stability for Children in Foster Care
Policy 2418 Regulation 2418	Section 504 of the Rehabilitation Act of 1973 – Students
Policy 5116 Regulation 5116	Education of Homeless Children
Policy 5330.04	Administering an Opioid Antidote **[Policy set aside from consideration]**
Policy 8330 Regulation 8330	Student Records
Policy 5511	Dress & Grooming (Students)

NOW, THEREFORE, BE IT RESOLVED that the policies and/or amendments included in the said policies and regulation listed above, are hereby approved upon **second reading and adoption**; and

_____
Joseph M. Bucs, President

_____
Bruce M. Benedetti
Interim Business Administrator/Board Secretary

B. APPROVING THE 2017-2018 SCHOOL CALENDAR

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-190-254

RESOLUTION APPROVING THE 2017-2018 SCHOOL CALENDAR PURSUANT TO POLICY 8210 AND ARTICLE III, SECTION BOF THE AGREEMENT BETWEEN THE SPRINGFIELD TOWNSHIP BOARD OF EDUCATION AND THE SPRINGFIELD TOWNSHIP EDUCATION ASSOCIATION

WHEREAS, the Board of Education recognizes that the preparation of a school calendar is essential to orderly educational planning and to the efficient operation of the district; and

WHEREAS, the Board shall determine annually the days when the school will be in session for instructional purposes. The school calendar will provide no fewer than one hundred eighty days of instruction. Days on which school is closed for holidays, teachers' institutes, and inclement weather shall not be considered as days in session; and

WHEREAS, a school day shall consist of not less than four hours of actual instruction, except that in an approved Kindergarten, one continuous session of two and one half hours may be considered a full day. A half-day class shall be considered the equivalent of a full day's attendance only if the class is in session for four hours or more, exclusive of recess periods or lunch periods; and

WHEREAS, an approved Kindergarten shall meet the requirements set forth in N.J.A.C. 6A:32-8.3(c) ; and

WHEREAS, the Commissioner of Education shall annually prescribe a list of religious holidays on which it shall be mandatory to excuse pupils for religious observance upon the written request signed by the parent or person standing in loco parentis. Staff members shall avoid, whenever possible, scheduling a test on a religious holiday commonly observed by residents of the district; and

WHEREAS, the Superintendent shall in consultation with local associations, annually prepare and submit to the Board a school calendar no later than May 1. The Board reserves the right to alter the school calendar when such alteration is feasible and serves the best interests of the pupils of this district; and

WHEREAS, ARTICLE III, Work Year/Work Day/Work Hours – Support Staff, Section A. provides that "Staff will be notified by the end of the school year of the calendar for the upcoming school year comprising the 182 working days.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that the attached submitted **2017-2018** calendar is hereby approved.

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_____
Joseph M. Bucs, President

_____
Bruce M. Benedetti
Interim Business Administrator

********** *CERTIFICATION OF THE BOARD SECRETARY* **********

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February 21, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton			X					1
2	Wade Hale, Vice President			X					2
3	Kristen Lippincott			X					3

4	Gregory Madia						X		4
5	Michael Ramalho			X					5
6	James Specca	X		X					6
7	Gary Walker			X					7
8	Jennifer Webb		X	X					8
9	Joseph Bucs, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum =

FACILITIES, SECURITY & TRANSPORTATION

A. APPROVING CERTAIN APPLICATIONS FOR USE OF FACILITIES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-262-263

RESOLUTION APPROVING CERTAIN APPLICATIONS
FOR USE OF FACILITIES OF THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT

WHEREAS, the Board of Education makes available to the general public the use of certain school facilities under administrative controls and rules and regulations; and

WHEREAS, the below listed entities have filed a "Facilities Use Application" and the necessary documentation has been submitted and reviewed by the Business Administrator/ Secretary to the Board and he recommends approval:

ORGANIZATION/GROUP	DATE	TIME	ACTIVITY	AREA
Springfield Twp Baseball	2-21-17 to 8-1-17	6PM – 8PM	T-Ball & Rookie Baseball	Gym & Baseball Field

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that the attached list of "Facilities Use Applications" is hereby approved.

********** ********** **********

Joseph M. Bucs, President

Bruce M. Benedetti

Interim Business Administrator

********** *CERTIFICATION OF THE BOARD SECRETARY* **********

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February 21, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton			X					1
2	Wade Hale, Vice President			X					2
3	Kristen Lippincott			X					3
4	Gregory Madia						X		4
5	Michael Ramalho			X					5
6	James Specca	X		X					6
7	Gary Walker			X					7
8	Jennifer Webb		X	X					8
9	Joseph Bucs, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum =

OLD BUSINESS MATTERS

1. Estimated Tuition Calculations

NEW BUSINESS MATTERS

PUBLIC COMMENT #2– SHALL NOT EXCEED THIRTY (30) MINUTES

CLOSED EXECUTIVE SESSION

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-251-264

RESOLUTION AUTHORIZING THE SPRINGFIELD TOWNSHIP BOARD OF EDUCATION

TO MEET IN CLOSED EXECUTIVE SESSION
PURSUANT TO THE NEW JERSEY OPEN PUBLIC MEETINGS ACT
PUBLIC LAW 1975, c.231

WHEREAS, N.J.S.A. 10:4-6 et seq provides that a public body may hold a closed session under certain statutory exceptions to the New Jersey Open Public Meetings Act with a general description of the exceptions being as follows:

1. items forbidden by specific legal action
2. right to receive federal funds
3. invasion of individual privacy
4. collective bargaining negotiations
5. purchase/lease/acquisition of real property
6. items where immediate disclosure would impair public safety
7. investigation of violations of law
8. attorney-client privilege
9. terms and conditions of employment/personnel matters
10. penalty or loss of license to an individual

WHEREAS, the President of the Board of Education has determined that such a circumstance exists which warrants a closed executive session under **item #4** as above indicated and that the conducting of a closed executive session was duly authorized by the adoption of this Resolution. The subject to be discussed is as follows:

Personnel Matters – 2017-2018 Budget Statement

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, pursuant to N.J.S.A. 10:4-6 et seq, that it meet in executive session closed to the public for the discussion of a matter which falls under a statutory exception to the New Jersey Open Public Meetings Act and that said closed session will be held on **Tuesday, February 21, 2017**; and

BE IT FURTHER RESOLVED the closed executive session discussions will pertain to the above mentioned items and that the minutes of the closed executive session will be disclosed after the Board of Education takes formal action or after the reason for the discussions in closed session no longer exists.

_____
Joseph M. Bucs, President

_____
Bruce M. Benedetti
Interim Business Administrator

********** *CERTIFICATION OF THE BOARD SECRETARY* **********

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February 21, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton			X					1
2	Wade Hale, Vice President			X					2
3	Kristen Lippincott		X	X					3
4	Gregory Madia						X		4
5	Michael Ramalho			X					5
6	James Specca	X		X					6
7	Gary Walker			X					7
8	Jennifer Webb			X					8
9	Joseph Bucs, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum =

MOTION TO END CLOSED SESSION

********** *CERTIFICATION OF THE BOARD SECRETARY* **********

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February 21, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton			X					1
2	Wade Hale, Vice President	X		X					2
3	Kristen Lippincott			X					3
4	Gregory Madia						X		4
5	Michael Ramalho			X					5
6	James Specca			X					6
7	Gary Walker			X					7
8	Jennifer Webb		X	X					8
9	Joseph Bucs, President			X					9

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum =

FINANCE & BUDGET

A. CERTIFYING BANKED CAP BOARD DISCUSSION AND ADOPTION FOR USE

REVISED 2/21/2017

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-052-251-260

RESOLUTION CERTIFYING BANKED CAP BOARD DISCUSSION AND ADOPTION FOR USE IN THE FY2017-2018 BUDGET STATEMENT PURSUANT TO N.J.S.A.18A:7F-39 AND N.J.A.C. 6A:23A-10.3(b)

WHEREAS, N.J.S.A.18A:7F-39 was amended in 2010 to allow a school district that has not been granted approval to exceed the tax levy cap by separate proposal to bank the unused tax levy for use in any of the next three succeeding budget years; and

WHEREAS, the maximum allowable amount to be raised by taxation under N.J.S.A.18A:7F-39 includes the 2 percent increase over a district's prior year adjusted tax levy including enrollment adjustment, plus the automatic adjustments for increase in health care costs and increase in deferred pension costs, and plus or minus the adjustment for shift in responsibility to or from another district or entity; and

WHEREAS, in accordance with N.J.A.C.6A:23A-10.3(b)a district can request use of banked cap only after it has fully exhausted all eligible statutory spending authority in the budget year. The code also requires districts requesting use of banked cap to submit a board resolution along with the minutes of the board meeting where the banked cap request was discussed and adopted; and

WHEREAS, the board resolution must contain the following:

1. The need for and amount of the unused spending authority to be included in the base budget.
2. Statement that said need must be completed by the end of the budget year and cannot be deferred or incrementally completed over a longer period of time.

; and

WHEREAS, the following is a summary of the Cap Banking Eligibility for the **2017-2018** budget year:

Name	Generated in 2014-15	Generated in 2015-16	Generated in 2016-17	Generated in 2017-18
Prebudget Year Adjusted Tax Levy	3450248	3519253	3541694	3322101

Increase in Health Care Costs	25935	58350	0	47040
Increase in Deferred PERS Pension	0	0	0	0
Increase in Shifted Responsibility	0	0	0	0
Decrease in Shifted Responsibility	0	0	0	0
Tax Levy Cap	3476183	3577603	3541694	3369141
Tax Levy	3450249	3472249	3240838	3369141
CDL and CDBG	0	0	0	0
Banked Cap Available Next 3 Years	25934	105354	300856	
Requested Use in Prior Years	0	0		
Requested Use in Current Year	**-25934**	***-75318***		
Amount Expiring 2017-18	25934	0	0	
Available Carried Forward	0	***30036***	**300856**	
Available for 2018-19				***330892***

; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that the Interim Business Administrator is authorized to submit a request for the use ***one hundred one thousand two hundred fifty two dollars ($101,252)***; and

BE IT FURTHER RESOLVED that the need for the use of banked cap are personnel related for the negotiated increase in length of school day, payment for accumulated sick leave; increase in speech teacher hours and an adjustment in employer share social security and that the need will be completed by the end of the 2017-2018 school year; and

BE IT FINALLY RESOLVED that the Interim Business Administrator shall transmit a certified copy of this resolution to the Burlington County Executive Business Administrator.

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Joseph M. Bucs, President

_____
Bruce M. Benedetti
Interim Business Administrator/Board Secretary

The Interim Business Administrator went through a detailed discussion of the contents and implication of the use of banked cap. A history of the last several years wherein banked cap was accrued was a point of discussion. Resolution #16/17-RM-052-251-260 provided the details to support the action.

********** *CERTIFICATION OF THE BOARD SECRETARY* **********

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February**

21, 2017 in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton			X					1
2	Wade Hale, Vice President	X		X					2
3	Kristen Lippincott			X					3
4	Gregory Madia						X		4
5	Michael Ramalho			X					5
6	James Specca			X					6
7	Gary Walker			X					7
8	Jennifer Webb		X	X					8
9	Joseph Bucs, President			X					9

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MOTION TO ADJOURN	**TIME**	**9:35 PM**

********** *CERTIFICATION OF THE BOARD SECRETARY* **********

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3	Kristen Lippincott		X	X					3
4	Gregory Madia						X		4
5	Michael Ramalho			X					5
6	James Specca	X		X					6
7	Gary Walker			X					7
8	Jennifer Webb			X					8
9	Joseph Bucs, President			X					9

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BOARD OF EDUCATION

_____
Bruce M. Benedetti
Secretary to the Board

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