

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday May 16, 2017
Minutes – Regular Meeting - 136**

CALL TO ORDER	TIME	7:00 P.M.
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A **Regular Meeting** of the Springfield Township Board of Education will be held on **Tuesday, May 16, 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		7:05		4
5	Michael Ramalho	X			5
6	James Specca	X			6
7	Gary Walker		7:02		7
8	Jennifer Webb			X	8
9	Joseph Bucs, President		7:32		9

Others present:

[X] Craig Vaughn, Chief School Administrator
[X] Bruce Benedetti, School Business Administrator / Board Secretary
[X] Casey DeJoseph, Comptroller
[] 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.

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SCHOOL AND COMMUNITY PRESENTATIONS

None.

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

None.

SUPERINTENDENT UPDATE & IMPORTANT DATES

Mr. Vaughn told the Board that we have successfully completed our PARCC testing; there were no issues and Mrs. Michael did a nice job. Mr. Vaughn told the Board that the Spring Concert took place and the Bulldog Band and the choir did a great job. Some upcoming events include the 6th Grade NYC trip on Thursday, Spelling Bee finals next Tuesday, the Farm Fair Queen will be speaking to grades 1-3, and Clash of the Classes is taking place next Thursday. The June 14th Work Session will include a few presentations for Safety Patrol and American Legion Poster Contest recognition.

APPROVAL OF MINUTES

Wednesday, April 12, 2017 – Work Session Meeting
Wednesday, April 12, 2017 – Executive Session Meeting
Tuesday, April 25, 2017 – Regular Meeting
Tuesday, April 25, 2017 – Executive Session Meeting

CERTIFICATION OF THE BOARD SECRETARY

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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, May 16, 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		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 =

SUPERINTENDENT'S REPORT (ENROLLMENT & HIB REPORT)

A. ACCEPTING ENROLLMENT STATISTICS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-190-327

**RESOLUTION ACCEPTING ENROLLMENT STATISTICS
AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS APRIL 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 March 30, 2017	Difference
11-105-100-101-101-105	Pre-School Regular	9	14	5
11-110-100-101-101-110	Kindergarten	25	28	3
11-120-100-101-101-401	First Grade	25	27	2

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11-120-100-101-101-402	Second Grade	28	28	0
11-120-100-101-101-403	Third Grade	24	32	8
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	3	-2
11-000-100-56X-60X-XXX	Out-of-District Placement	2	2	0
	TOTAL	229	241	12

;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	240	-2
March 2017	241	+1
April 2017		
May 2017		
June 2017		

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

B. APPROVING MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-136-230-328

**RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT
FOR THE MONTH OF APRIL 2017
PURSUANT TO BOARD OF EDUCATION POLICY 5512**

WHEREAS, the Springfield Township Board of Education believes that a safe and civil environment in school is necessary for students to learn and achieve high academic standards. Since students learn by example, school administrators, faculty, staff, and volunteers are required to demonstrate appropriate

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behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation or bullying. Harassment, intimidation or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe environment. Therefore, the school district will not tolerate acts of harassment, intimidation or bullying; and

WHEREAS, harassment, intimidation or bullying is defined as any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic, that takes place on school grounds, at any school-sponsored function or on a school bus, or off school grounds, in accordance with law, that substantially disrupts or interferes with the orderly operation of the school or the rights of other students, and that:

A reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the students property, or placing a student in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or has the effect of insulting or demeaning any student or group of students; or creates a hostile educational environment for the student by interfering with the students education or by severely or pervasively causing physical or emotional harm to the student; and

WHEREAS, the results of each investigation shall be reported to the board of education no later than the date of the next board meeting following the completion of the investigation, and include:

1. Any services provided;
2. Training established;
3. Discipline imposed; or
4. Other action taken or recommended by the chief school administrator; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Superintendent of Schools reports the results of the following harassment, intimidation or bullying incidents for the month of **April 2017**:

School Location	# of Cases Reported	# of Cases Confirmed
Springfield Elementary School	0	0

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, May 16, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

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	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					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

A. AUTHORIZE EXECUTE SERVICES CONTRACT FOR HONEYWELL INSTANT ALERT

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-190-311

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO
THE BOARD TO EXECUTE A TECHNICAL SERVICE AGREEMENT
FOR INSTANT ALERT SERVICES
WITH HONEYWELL INTERNATIONAL INC.
FROM JULY 1, 2017 ENDING JUNE 30, 2018**

WHEREAS, N.J.S.A. 18A:18A-14.2 provides that any board of education may contact or lease provide electronic data processing services for the board of education of another school district, and may undertake with such other board of education the joint operation of electronic data processing of their several official records and other information relative to their official activities, services and responsibilities; and

WHEREAS, the Township of Springfield Board of Education, Burlington County, has developed a contractual relationship with **Honeywell International Inc., 115 Tabor Road, P.O. Box 318 Morris Plains, NJ 07950** pursuant to N.J.S.A. 18A:18A-14.2 and wishes to adopt said contract as a cost effective way to provide basic electronic data processing for the district.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute a contract agreement, for the period of **July 1, 2017 to June 30, 2018**, with the **Honeywell International Inc.**

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CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-190-100-340-210-100	
Account Title	UNDIST INSTANT ALERT SRV	
Certification Date	April 26, 2017	
Beginning Balance		\$830.00
Contract Encumbrance Account		-\$675.00
Ending Balance		\$155.00

Fiscal Notes:

Bruce M. Benedetti
Business Administrator/Board Secretary

**B. AUTHORIZE EXECUTE SERVICES CONTRACT FOR STUDENT INFORMATION SERVICES –
GENESIS EDUCATIONAL SERVICES, INC.**

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17- RM-136-211-312

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO
THE BOARD TO EXECUTE A TECHNICAL SERVICE AGREEMENT
FOR STUDENT INFORMATION SERVICES
WITH THE GENESIS EDUCATIONAL SERVICES, INC.
FROM JULY 1, 2017 ENDING JUNE 30, 2018**

WHEREAS, N.J.S.A. 18A:18A-14.2 provides that any board of education may contact or lease provide electronic data processing services for the board of education of another school district, and may undertake with such other board of education the joint operation of electronic data processing of their several official records and other information relative to their official activities, services and responsibilities; and

WHEREAS, the Township of Springfield Board of Education, Burlington County, has developed a contractual relationship with **Genesis Educational Services, Inc., 300 Buckelew Avenue, Suite #201, Jamesburg, New Jersey**, pursuant to N.J.S.A. 18A:18A-14.2 and wishes to adopt said contract as a cost effective way to provide basic electronic data processing for the district.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the President and Secretary to the Board are hereby authorized to

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execute a contract agreement, for the period of **July 1, 2017 to June 30, 2018**, with the **Genesis Educational Services, Inc.**

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CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-211-500-450-111	
Account Title	ATTEND GENESIS STDNT SRV	
Certification Date	April 26, 2017	
Beginning Balance		\$7,627.00
Contract Encumbrance Account		-\$6,926.00
Ending Balance		\$701.00

Fiscal Notes:

Bruce M. Benedetti
Business Administrator/Board Secretary

**C. AUTHORIZE EXECUTE SERVICES CONTRACT FOR STAFF MANAGEMENT SERVICES –
GENESIS EDUCATIONAL SERVICES, INC.**

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17- RM-136-221-313

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO
THE BOARD TO EXECUTE A TECHNICAL SERVICE AGREEMENT
FOR STAFF MANAGEMENT SERVICES
WITH THE GENESIS EDUCATIONAL SERVICES, INC.
FROM JULY 1, 2017 ENDING JUNE 30, 2018**

WHEREAS, N.J.S.A. 18A:18A-14.2 provides that any board of education may contact or lease provide electronic data processing services for the board of education of another school district, and may undertake with such other board of education the joint operation of electronic data processing of their several official records and other information relative to their official activities, services and responsibilities; and

WHEREAS, the Township of Springfield Board of Education, Burlington County, has developed a contractual relationship with **Genesis Educational Services, Inc., 300 Buckelew Avenue, Suite #201, Jamesburg, New Jersey**, pursuant to N.J.S.A. 18A:18A-14.2 and wishes to adopt said contract as a cost effective way to provide basic electronic data processing for the district.

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NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute a contract agreement, for the period of **July 1, 2017 to June 30, 2018**, with the **Genesis Educational Services, Inc.**

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CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-221-500-450-319	
Account Title	CUR/INST GENESIS STF SRV	
Certification Date	April 26, 2017	
Beginning Balance		\$5,000.00
Contract Encumbrance Account		-\$5,000.00
Ending Balance		\$0.00

Fiscal Notes:

Bruce M. Benedetti
Business Administrator/Board Secretary

D. AUTHORIZE EXECUTE SERVICES CONTRACT FOR OCCUPATIONAL THERAPIST

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17- RM-136-216-314

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD TO
EXECUTE A PROFESSIONAL SERVICES CONTRACT
FOR THE SERVICES OF AN OCCUPATIONAL THERAPIST**

WHEREAS, N.J.S.A. 18A:18A-5 a.(1) provides for exceptions to the requirements for advertising of certain school contracts and professional services; and

WHEREAS, N.J.S.A. 18A:18A-2 (h.) defines "professional services" to mean services rendered or performed by a person authorized by law to practice as regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training. Professional services also means services rendered in the performance of work that is original and creative in character in a recognized field of artistic endeavor; and

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WHEREAS, the Township of Springfield Board of Education recognizes the need for the professional services of an occupational therapist; and

WHEREAS, the company, **Heartland Rehabilitation Services, 212 North Broadway, Pennsville NJ 08070**, is duly qualified by experience and qualifications to perform the professional services stipulated in this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute a contract for professional services with **Heartland Rehabilitation Services, Pennsville NJ** in an amount not-to-exceed **twenty two thousand five hundred dollars (\$22,500)**, without additional authorization for the period from **July 1, 2017 to June 30, 2018**; and

BE IT FINALLY RESOLVED, that pursuant to N.J.S.A. 18A:18A.5a(1) the Business Administrator/Secretary to the Board shall publish a legal notice of the award of this professional services contract and ensure that the awarding Resolution is available for public inspection at the Office of the Business Administrator/Secretary to the Board during normal business hours.

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CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-216-340-421-137	
Account Title	OCCUP THRPY SRV	
Certification Date	April 26, 2017	
Beginning Balance		\$22,500.00
Contract Encumbrance Account		(\$22,500.00)
Ending Balance		\$0.00

Fiscal Notes:

Bruce M. Benedetti
Business Administrator/Board Secretary

E. AUTHORIZE EXECUTE FINANCIAL ADVISOR CONTRACT FOR CONTINUING DISCLOSURE

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17- RM-136-230-315

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD TO
EXECUTE A PROFESSIONAL SERVICES CONTRACT
FOR THE SERVICES OF A CONTINUING DISCLOSURE AGENT**

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WHEREAS, N.J.S.A. 18A:18A-5 a.(1) provides for exceptions to the requirements for advertising of certain school contracts and professional services; and

WHEREAS, N.J.S.A. 18A:18A-2 (h.) defines "professional services" to mean services rendered or performed by a person authorized by law to practice as regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training. Professional services also means services rendered in the performance of work that is original and creative in character in a recognized field of artistic endeavor; and

WHEREAS, the Township of Springfield Board of Education recognizes the need for the professional services of a continuing disclosure agent; and

WHEREAS, the company, **Phoenix Advisors, LLC, 4 West Park Street, Bordentown, NJ 08505**, is duly qualified by experience and qualifications to perform the professional services stipulated in this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute a contract for professional services with **Phoenix Advisors, LLC, Bordentown, NJ** in an amount not-to-exceed **eight hundred fifty dollars (\$850)**, without additional authorization for the period from **July 1, 2016 to June 30, 2017**; and

BE IT FINALLY RESOLVED, that pursuant to N.J.S.A. 18A:18A.5a(1) the Business Administrator/Secretary to the Board shall publish a legal notice of the award of this professional services contract and ensure that the awarding Resolution is available for public inspection at the Office of the Business Administrator/Secretary to the Board during normal business hours.

CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-230-332-410-112	
Account Title	ACCOUNT 2ND MRKT SRV	
Certification Date	April 26, 2017	
Beginning Balance		\$850.00
Contract Encumbrance Account		(\$850.00)
Ending Balance		\$0.00

Fiscal Notes:

Bruce M. Benedetti
Business Administrator/Board Secretary

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F. AUTHORIZE EXECUTE SERVICES CONTRACT FOR BOARD SOLICITOR

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-230-316

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD TO
EXECUTE A PROFESSIONAL SERVICES CONTRACT
FOR THE SERVICES OF A BOARD SOLICITOR**

WHEREAS, N.J.S.A. 18A:18A-5 a.(1) provides for exceptions to the requirements for advertising of certain school contracts and professional services; and

WHEREAS, N.J.S.A. 18A:18A-2 (h.) defines "professional services" to mean services rendered or performed by a person authorized by law to practice as regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training. Professional services also means services rendered in the performance of work that is original and creative in character in a recognized field of artistic endeavor; and

WHEREAS, the Township of Springfield Board of Education recognizes the need for the professional services of a board solicitor; and

WHEREAS, Robert Muccilli, Esq., Capehart Scatchard, Laurel Corporate Center, 8000 Midlantic Drive, Suite 300S, Mount Laurel, New Jersey 08054, are duly qualified by experience and qualifications to perform the professional services stipulated in this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute a contract for professional services with, **Robert Muccilli, Esq, Capehart Scatchard, Mount Laurel, New Jersey**, in an amount not-to-exceed **five thousand eight hundred seventy two dollars (\$5,872)** for the period from **July 1, 2017 to June 30, 2018** and

BE IT FURTHER RESOLVED that billings shall be limited to contacts and inquiries from the designated contact persons listed on Standard Operating Procedure SOP-5-002. Monthly billings from any persons other than those designated in SOP5-002 shall not be eligible for compensation. The designated contact persons are as follows:

**Superintendent of Schools [Chief School Administrator]
President - Springfield Township Board of Education
[Matters related to the Chief School Administrator]
Business Administrator/Secretary to the Board [School Business Official]**

BE IT FURTHER RESOLVED that all requests for legal opinions/advice shall be made in writing by the authorized person, and the Board Solicitor reply shall also be written; and

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BE IT FINALLY RESOLVED, that pursuant to N.J.S.A. 18A:18A.5a(1) the Business Administrator/Secretary to the Board shall publish a legal notice of the award of this professional services contract and ensure that the awarding Resolution is available for public inspection at the Office of the Business Administrator/Secretary to the Board during normal business hours.

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CERTIFICATION OF AVAILABILITY OF FUNDS

Category	Description	Amount
Name of Account	LEGAL BRD SOLICITOR SRV	
Account Number	11-000-230-331-214-111	
Certification Date	May 1, 2017	
Beginning Balance		
Contract Encumbrance Amount		\$5,872.00
Ending Balance		-5,872.00
		\$0.00

Fiscal Notes:

Bruce M. Benedetti
Business Administrator/Secretary to the Board

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CERTIFICATION OF THE PUBLIC AGENCY COMPLIANCE OFFICER

IT IS HEREBY CERTIFIED that the awarded company/firm has been served with all proper notification regarding the requirements of Public Law 1975, c.127, and that the Township of Springfield Board of Education directs that the executed notice be made part of the project, service or procurement contract which is the subject of this award.

Bruce M. Benedetti
Public Agency Compliance Officer
Business Administrator/Secretary to the Board

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CERTIFICATION OF RECEIPT OF POLITICAL CONTRIBUTION DISCLOSURE FORM

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IT IS HEREBY CERTIFIED that the awarded company/firm has submitted to the Board of Education a "Chapter 271 Political Contribution Disclosure" not later than ten (10) days prior to the award of this contract.

Bruce M. Benedetti
Public Agency Compliance Officer
Business Administrator/Secretary to the Board

G. AUTHORIZE EXECUTE SERVICE CONTRACT FOR COMMODITY HAULING SERVICES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-252-331

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO
THE BOARD TO EXECUTE A TECHNICAL SERVICE AGREEMENT
FOR COMMODITY HAULING SERVICES WITH PAUL'S COMMODITY HAULING INC
FROM JULY 1, 2017 ENDING JUNE 30, 2018**

WHEREAS, the School District requires the services of a freight forwarding company for the pick-up and delivery to the Springfield Elementary School of certain food commodities; and

WHEREAS, Paul's Commodity Hauling, Inc., 938 Union Road, Mullica Hill NJ 08062 is duly qualified to perform said services.

WHEREAS, the following are the detailed specifications of the commodity hauling services:

1. Cost is \$2.95 per case
2. Minimum per charge school trip of \$95.00 when there are less than thirty (33) cases.
3. Fuel surcharges will not apply unless diesel prices fluctuate to \$4.25 per gallon.

Diesel prices \$4.25 - \$4.99	Delivery Surcharge 4-5
Diesel prices \$5.00 - \$5.99	Delivery Surcharge 6-8
Diesel prices above \$6.00	Delivery Surcharge 9-10

4. In instance of more than one delivery after the primary school, there is a split charge of \$15.00 per school with 15 cases or more. *Please Note: splits are available for less cases at a \$20.00 split charge per school.*
5. No charge for Paul's Commodity Hauling stacking commodities on available cleared locations.
6. All deliveries shall be made between the hours of 8:30 AM and 4:00 PM, Monday through Friday.
7. Modifications to permanent delivery dates are mandatory by the state to be on

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the institution's letter head in writing, and have a signature of approval by the school's Business Administrator and mailed to the state prior to delivery date change.

8. Please forward cafeteria school manager's updates via email-*necessary for bad weather conditions.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute a contract agreement, for the period of **July 1, 2017 to June 30, 2018**, with the **Paul's Commodity Hauling, Inc., Mullica Hill NJ**.

H. AUTHORIZE EXECUTE SERVICE CONTRACT FOR PHYSICAL THERAPIST

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-216-332

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD TO
EXECUTE A PROFESSIONAL SERVICES CONTRACT
FOR THE SERVICES OF A PHYSICAL THERAPIST**

WHEREAS, N.J.S.A. 18A:18A-5 a.(1) provides for exceptions to the requirements for advertising of certain school contracts and professional services; and

WHEREAS, N.J.S.A. 18A:18A-2 (h.) defines "professional services" to mean services rendered or performed by a person authorized by law to practice as regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training. Professional services also means services rendered in the performance of work that is original and creative in character in a recognized field of artistic endeavor; and

WHEREAS, the Township of Springfield Board of Education recognizes the need for the professional services of a physical therapist; and

WHEREAS, **Pediatric Therapeutic Services, 525 Fayette Street, Conshohocken PA 19428**, are duly qualified by experience and qualifications to perform the professional services stipulated in this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute a contract for professional services with **Pediatric Therapeutic Services, Conshohocken PA** in an amount not-to-exceed **ten thousand dollars (\$10,000)** for the period from **July 1, 2017 to June 30, 2018**; and

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BE IT FINALLY RESOLVED, that pursuant to N.J.S.A. 18A:18A.5a(1) the Business Administrator/Secretary to the Board shall publish a legal notice of the award of this professional services contract and ensure that the awarding Resolution is available for public inspection at the Office of the Business Administrator/Secretary to the Board during normal business hours.

CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-216-340-422-137	
Account Title	PHYS THRPY SRV	
Certification Date	May 4, 2017	
Beginning Balance		\$10,000.00
Contract Encumbrance Account		(\$10,000.00)
Ending Balance		\$0.00

Fiscal Notes:

Bruce M. Benedetti
Business Administrator/Board Secretary

CERTIFICATION OF THE PUBLIC AGENCY COMPLIANCE OFFICER

IT IS HEREBY CERTIFIED that the awarded company/firm has been served with all proper notification regarding the requirements of Public Law 1975, c.127, and that the Township of Springfield Board of Education directs that the executed notice be made part of the project, service or procurement contract which is the subject of this award.

Bruce M. Benedetti
Public Agency Compliance Officer
Business Administrator/Secretary to the Board

I. AUTHORIZE EXECUTE SERVICE CONTRACT FOR IN-SCHOOL INSTRUCTIONAL ASSISTANT SERVICES WITH MISSION1

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-250-333

**RESOLUTION APPROVING PROFESSIONAL SERVICES CONTRACT
FOR IN-SCHOOL INSTRUCTIONAL ASSISTANT SERVICES**

**Springfield Township Board of Education
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FOR THE 2017-2018 SCHOOL YEAR FOR SPRINGFIELD TOWNSHIP SCHOOL DISTRICT

WHEREAS, N.J.S.A. 18A:18A-4.1 provides for the use of competitive contracting in lieu of public bidding; and

WHEREAS, certain students of the Township of Springfield School District have individualized education programs which requires the Township of Springfield Board of Education to purchase educational services pursuant to applicable New Jersey statutes and rules and regulations of the New Jersey State Board of Education; and

WHEREAS, the Township of Springfield Board of Education recognizes the need for the professional services of instructional assistant as per Child Study Team recommendations for special education students; and

WHEREAS, Mission One Educational Staffing Services, LLC, 800 North Kings Highway, Suite 410, Cherry Hill, NJ 08034, is duly qualified, by experience and qualifications, to perform the professional services as required of a staffing service.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute a contract for professional services with **Mission One Educational Staffing Services, LLC** starting **July 1, 2017 through June 30, 2018**.

CHARGE/ PER FULL DAY	DAYS/ PER YEAR	ANNUAL CHARGE
\$140	176	\$24,640

BE IT FINALLY RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the President and Business Administrator/Secretary to the Board are hereby authorized to execute a contract for instructional assistant services with **Mission One Educational Staffing Services, LLC**, for the **2017-2018** school year.

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

CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	20-250-100-320-395-100	
Account Title	IDEA BSC PSD IA SRV 7/8	
Certification Date	May 2, 2017	
Beginning Balance		\$24,690.00
Contract Encumbrance Account		-24,640.00
Ending Balance		\$50.00

Fiscal Notes:

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Bruce M. Benedetti
Interim Business Administrator/Board Secretary

J. APPROVE MEMBERSHIP IN BURLINGTON COUNTY CRISIS RESPONSE TEAM (BCS CRT)

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-266-334

**RESOLUTION APPROVING MEMBERSHIP IN THE
BURLINGTON COUNTY SCHOOL CRISIS RESPONSE TEAM (BCS CRT)
FOR THE 2017-2018 SCHOOL YEAR**

WHEREAS, the Township of Springfield Board of Education finds that participation in the Burlington County School Crisis Response Team (BCS CRT) constitutes a valuable resource to assist district personnel during any critical situation, such as a natural catastrophe, terrorist event, school shooting, death of a student or staff member, etc.; and

WHEREAS, certain personnel from the Township of Springfield School District, Rebecca Schweitzer, School Social Worker, serve as a member of the BCS CRT and the district agrees to release this staff member from her duties to assist another district when needed; and

WHEREAS, the cost of participation in the BCS CRT program is shared among participating districts and based upon the size of the district; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey hereby approves membership in the Burlington County School Crisis Team for the 2017-2018 School Year at a cost not to exceed **six hundred fifty dollars and no cents (\$650.00)**.

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

CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-266-340-351-128	
Account Title	SECRTY CRISIS RSP SRV	
Certification Date	May 1, 2017	
Beginning Balance		650.00
Contract Encumbrance Account		-650.00
Ending Balance		0.00

Fiscal Notes:

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Bruce M. Benedetti
Interim Business Administrator/Board Secretary

Joseph M. Bucs, President

Bruce M. Benedetti
Interim Business Administrator

K. APPROVE PARTICIPATION IN BURLINGTON COUNTY PROFESSIONAL DEVELOPMENT INSTITUTE (BCPDI)

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17- RM-136-223-357

**RESOLUTION ENDORSING THE PROPOSED BUDGET AND APPROVING PARTICIPATION IN
THE BURLINGTON COUNTY PROFESSIONAL DEVELOPMENT INSTITUTE
FOR THE 2017-2018 SCHOOL YEAR**

WHEREAS, the Township of Springfield Board of Education finds that participation in the Burlington County Professional Development Institute (BCPDI) continues to be an effective means to share ideas and provide a variety of training, support services and professional development for School District staff; and

WHEREAS, the project will continue to offer an avenue to maximize resources and coordinate county wide workshops, in addition to individual district offerings through the use of inclusion hours. Workshop topics are generated by the participating districts and the use of inclusion hours are based on individual district needs; and

WHEREAS, funding for participation in the BCPDI comes from an annual assessment of the participating school districts' October 15th ASSA pupil count ; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey hereby endorses the proposed budget and approves participation in the Burlington County Inclusion Project for the 2017-2018 School Year; and

BE IT FURTHER RESOLVED that the Interim Business Administrator is hereby authorized to execute the appropriate "Participation Registration Form"; and

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BE IT FINALLY RESOLVED that the amount to be budgeted for the **2017-2018** school year is **one dollar and thirty-five cents (\$1.35)**, per resident student based on the **October 2016** ASSA total resident enrollment of **two hundred thirty four (234)** or **three hundred fifteen dollars and ninety cents (\$315.90)**.

***** ***** *****
CERTIFICATION OF AVAILABILITY OF FUNDS

Category	Description	Amount
Name of Account	BCPDI PUR SRV	
Account Number	11-000-223-390-213-139	
Certification Date	May 1, 2017	
Beginning Balance		
Contract Encumbrance Amount		(\$315.90)
Revised Balance		\$1.10
Ending Balance		\$0.00

Fiscal Notes:

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, May 16, 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					5

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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 =

APPOINTMENT OF SPECIAL PERSONNEL SERVICES

A. APPOINT AUTHORIZED REPRESENTATIVE

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-230-335

**RESOLUTION APPROVING THE ANNUAL APPOINTMENT OF THE
SECRETARY TO THE BOARD AND DESIGNATING SAID APPOINTMENT
AS THE BOARD OF EDUCATION'S AUTHORIZED REPRESENTATIVE
PURSUANT TO N.J.S.A. 18A:17-5**

WHEREAS, N.J.S.A. provides that a Board of Education shall appoint a board secretary for a term to expire not later than June 30 of the calendar year next succeeding that in which the board of education shall have been organized, but she shall continue to serve after the expiration of her term until her successor is appointed and qualified; and

WHEREAS, Casey M. DeJoseph, 2112 Brandies Avenue, Cinnaminson, NJ 08077, serves as the incumbent Secretary to the Board and that the Board of Education wishes to appoint said individual in accordance with N.J.S.A. 18A:17-5; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that **Casey M. DeJoseph** shall be appointed as Secretary to the Board for the **2017-2018** school year and to designate her as the authorized representative of the Board of Education thus investing the duties and responsibilities provided by statute to said position; and

BE IT FURTHER RESOLVED that no additional compensation shall be granted above that provided to the subject employee by her appointment as the certified School Business Administrator.

B. APPOINT PUBLIC AGENCY COMPLIANCE OFFICER

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

Springfield Township Board of Education
Jobstown, NJ 08041
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RESOLUTION #16/17-RM-136-230-336

**RESOLUTION DESIGNATING THE BUSINESS ADMINISTRATOR/BOARD SECRETARY
AS THE PUBLIC AGENCY COMPLIANCE OFFICER
FOR THE TOWNSHIP OF SPRINGFIELD SCHOOL DISTRICT**

WHEREAS, N.J.A.C. 17:27-3.5 and subsection 6(f) of Public Law 1975, c.127 requires that each public agency of the State of New Jersey annually designate an existing officer or employee as its Public Agency Compliance Officer; and

WHEREAS, "public agency" means any State, county, municipality or other political subdivision of New Jersey, or any agency of or authority created by any of the foregoing; 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 **Casey M. DeJoseph** is hereby designated as the Public Agency Compliance Officer for the Township of Springfield School District for the period of time from **July 1, 2017 to June 30, 2018**; and

BE IT FURTHER RESOLVED that the Public Agency Compliance Officer shall be responsible for ensuring the District's compliance in accordance with N.J.A.C. 17:27-3.5 and that there shall be no additional compensation granted to the incumbent in her capacity as School Business Administrator for the designation and that the New Jersey Department of the Treasury, Affirmative Action Office, shall be notified of the designation.

C. APPOINT INDOOR AIR QUALITY DESIGNEE

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-261-337

**RESOLUTION APPROVING INDOOR AIR QUALITY DESIGNEE
FOR THE TOWNSHIP OF SPRINGFIELD SCHOOL DISTRICT
PURSUANT TO N.J.A.C. 12:100-13**

WHEREAS, pursuant to N.J.A.C. 12:100-13 an employer shall identify a designated person who is given the responsibility to assure compliance with N.J.A.C. 12:100-13 and assure that the designated person is familiar with the requirements of this subchapter and that the designated person shall assure that Code requirements are implemented and documented; and

WHEREAS, the Superintendent of Schools makes the recommendation that the Indoor Air Quality Designee for the 2017-2018 school year shall be the **Educational Facilities Manager**; and

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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, accepts the recommendation of the Superintendent of Schools that **Shawn Dennis, Educational Facilities Manager**, be appointed as the **Indoor Air Quality Designee** for the Township of Springfield School District for the period of time from **July 1, 2017 to June 30, 2018**; and

BE IT FURTHER RESOLVED that there shall be no additional compensation granted to the incumbent in his/her capacity as **Educational Facilities Manager** for the designation as **Indoor Air Quality Designee**.

D. APPOINT HOMELESS LIAISON

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-230-338

**RESOLUTION APPROVING THE RECOMMENDATION
OF THE SUPERINTENDENT OF SCHOOLS
FOR THE APPOINTMENT OF THE DISTRICT HOMELESS LIAISON
FOR THE TOWNSHIP OF SPRINGFIELD SCHOOL DISTRICT
PURSUANT TO N.J.A.C. 6:3-8-5**

WHEREAS, N.J.A.C. 6:3-8.5 provides that a district homeless liaison shall be appointed who shall have the responsibility for all homeless children who reside temporarily in the school district as well as those who were residents of the district when they became homeless; and

WHEREAS, the Superintendent of Schools makes the recommendation that the **District Homeless Liaison** for the **2017-2018** school year shall be **Rebecca Schweitzer**; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, accepts the recommendation of the Superintendent of Schools that **Rebecca Schweitzer** be appointed as the **District Homeless Liaison** for the Township of Springfield School District for the period of time from **July 1, 2017 to June 30, 2018**; and

NOW, THEREFORE, BE IT RESOLVED that there shall be no additional compensation granted to the incumbent in her capacity as **Social Worker** for the designation as the **District Homeless Liaison**.

E. APPOINT CUSTODIAN OF GOVERNMENTAL RECORDS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-230-339

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**RESOLUTION APPOINTING THE CUSTODIAN OF GOVERNMENT RECORDS
FOR THE TOWNSHIP OF SPRINGFIELD SCHOOL DISTRICT**

WHEREAS, N.J.S.A. 47:1A-1.1, "The Open Public Records Act" (OPRA) 18A:18A-2 provides that any government record that has been made, maintained or kept on file in the course of the official business by any State, local or regionally funded agency, including school boards, should be available for review and/or purchase; and

WHEREAS, N.J.S.A. 47:1A-1.1 et seq. stipulates that a Custodian of Government Records shall be officially designated by formal action of a public agency's director or governing body; and

WHEREAS, any member of the public seeking to inspect public records of the Springfield Township School District shall make application in writing on the "Application to View or Obtain Copies of Springfield Township School District Governmental Record" which identifies the record or records sought to be inspected and/or copied; and

WHEREAS, such inspection shall be made only at reasonable times during regular business hours and without interference with the conduct of the affairs of the office or other place where such records are kept or maintained within seven (7) days of the request; provided, however, that in the event that said records are not readily available or research is necessary to supply the information sought, the Custodian shall have at least two (2) weeks to comply with the request; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that **Casey M. DeJoseph, Business Administrator**, is hereby appointed as the Custodian of Government Records for the Township of Springfield School District for the period of time from **July 1, 2017 to June 30, 2018** and is duly assigned the authority, responsibility and accountability for the review and/or copying of public records; and

BE IT FINALLY RESOLVED that no additional compensation shall be granted above that provided to the subject employee by his appointment as the Custodian of Government Records

F. APPOINT ATTENDANCE OFFICER

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-230-340

**RESOLUTION APPROVING THE APPOINTMENT OF AN ATTENDANCE OFFICER
OF THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT
PURSUANT TO N.J.S.A. 18A:38-32**

WHEREAS, N.J.S.A. 18A:38-32 provides that the board of education of each school district shall appoint a suitable number of qualified persons to be designated as attendance officers and shall affix their compensation; and

WHEREAS, the Superintendent of Schools recommends **Asia Michael** for appointment to the position of **Attendance Officer**.

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NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that a contract shall be issued for the **Attendance Officer** for the period of time from July 1, 2017 to June 30, 2018.

NOW, THEREFORE, BE IT RESOLVED that there shall be no additional compensation granted to the incumbent in her capacity as **Director of Curriculum** for the designation as the **Attendance Officer**.

G. APPOINT INTEGRATED PEST MANAGEMENT COORDINATOR

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-261-341

**RESOLUTION APPOINTING AN INTEGRATED PEST MANAGEMENT COORDINATOR
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT
PURSUANT TO THE NEW JERSEY SCHOOL INTEGRATED PEST MANAGEMENT ACT OF 2002**

WHEREAS, the New Jersey School Integrated Pest Management Act of 2002 requires the superintendent of the school district, for each school in the district, the board of trustees of a charter school, and the principal or lead administrator of a private school, as appropriate, to implement Integrated Pest Management (IPM) procedures to control pests and minimize exposure of children, faculty, and staff to pesticides; and

WHEREAS, the Board of Education wishes designate an integrated pest management coordinator who shall be responsible for the implementation of the school integrated pest management policy; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that **Shawn Dennis, Educational Facilities Manager**, is hereby appointed as **Integrated Pest Management Coordinator** for the **2017-2018** school year; and

BE IT FURTHER RESOLVED that the Integrated Pest Management Coordinator shall be responsible for ensuring the School District's compliance with the New Jersey School Integrated Pest Management Act of 2002; and

BE IT FINALLY RESOLVED that there shall be no additional compensation granted to the incumbent in his capacity as **Educational Facilities Manager** for the designation as the **Integrated Pest Management Coordinator**.

H. APPOINT AHERA COORDINATOR/DESIGNEE

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**Springfield Township Board of Education
Jobstown, NJ 08041
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RESOLUTION #16/17-RM-136-261-342

**RESOLUTION APPROVING AHERA COORDINATOR DESIGNEE
FOR THE TOWNSHIP OF SPRINGFIELD SCHOOL DISTRICT
PURSUANT TO 40 CFR PART 763 SUBPART E**

WHEREAS, pursuant to the Code of Federal Regulations (CFR) 40 Part 763.84 Subpart E, each local education agency shall ensure that the certain activities and requirements for recordkeeping, training, notifications and warnings are completed as specified in the asbestos management plan and that the agency shall designate a person, who shall receive adequate training to perform duties to ensure that requirements under this section are properly implemented; and

WHEREAS, the Superintendent of Schools makes the recommendation that the AHERA Coordinator Designee for the 2017-2018 school year shall be the **Educational Facilities Manager**; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, accepts the recommendation of the Superintendent of Schools that **Shawn Dennis, Educational Facilities Manager**, be appointed as the **AHERA Coordinator Designee** for the Township of Springfield School District for the period of time from **July 1, 2017 to June 30, 2018**; and

BE IT FURTHER RESOLVED that there shall be no additional compensation granted to the incumbent in his capacity as **Educational Facilities Manager** for the designation as **AHERA Coordinator Designee**.

I. APPOINT DESIGNATED ADA COORDINATOR

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-230-343

**RESOLUTION DESIGNATING THE APPOINTMENT
OF AN AMERICANS WITH DISABILITIES (ADA) COORDINATOR**

WHEREAS, If a public entity has fifty (50) or more employees, it is required to designate at least one(1) responsible employee to coordinate Americans with Disabilities Act (hereinafter “ADA”) compliance. A government entity may elect to have more than one (1) ADA Coordinator. Although the law does not refer to this person as an ADA Coordinator, this term is commonly used in state and local governments across the country; and

WHEREAS, the ADA Coordinator is responsible for coordinating the efforts of the government entity to comply with Title II and investigating any complaints that the entity has violated Title II. The name, office address, and telephone number of the ADA Coordinator must be provided to interested persons; and

WHEREAS, the Superintendent of Schools recommends the appointment of **Asia Michael** as **Americans with Disabilities Coordinator** for the 2017-2018 school year; and

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NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington State of New Jersey, that the Superintendent of Schools recommendation of **Asia Michael** as **Americans with Disabilities Coordinator** for the 2017-2018 school year is hereby approved; and

BE IT FINALLY RESOLVED that the designee shall serve in the capacity without additional compensation above her contracted salary for the functions of the position.

J. APPOINT AFFIRMATIVE ACTION OFFICER – EMPLOYMENT AND CONTRACT PRACTICES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-230-344

**RESOLUTION DESIGNATING AN AFFIRMATIVE ACTION OFFICER
– EMPLOYMENT AND CONTRACT PRACTICES
SPRINGFIELD TOWNSHIP SCHOOL DISTRICT PURSUANT TO N.J.A.C. 6:4-1.1 ET SEQ.
AND BOARD OF EDUCATION POLICY 1550
FOR THE 2017-2018 SCHOOL YEAR**

WHEREAS, N.J.A.C. 6:4-1.3 requires that each local school district designate a member of its professional staff as the affirmative action officer to coordinate and implement the district's efforts to comply. The progress of the district in complying shall be reported by the superintendent to the board of education as it shall require; and

WHEREAS, Policy 1550 details the responsibilities required for the administration of the Affirmative Action Program as it is particular to Employment and Contract Practices.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that **Craig Vaughn**, Chief School Administrator, is hereby designated as the **Affirmative Action Officer - Employment and Contract Practices**; and

BE IT FURTHER RESOLVED that there shall be no additional compensation granted to the incumbent in his capacity as **Chief School Administrator** for the designation as **Affirmative Action Officer – Employment and Contract Practices** for the 2017-2018 school year.

K. APPOINT AFFIRMATIVE ACTION OFFICER – INSTRUCTIONAL PROGRAMS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-230-345

**RESOLUTION DESIGNATING AN AFFIRMATIVE ACTION OFFICER – INSTRUCTIONAL PROGRAMS
SPRINGFIELD TOWNSHIP SCHOOL DISTRICT PURSUANT TO N.J.A.C. 6:4-1.1 ET SEQ.
AND BOARD OF EDUCATION POLICY 1550**

**Springfield Township Board of Education
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FOR THE 2017-2018 SCHOOL YEAR

WHEREAS, N.J.A.C. 6:4-1.3 requires that each local school district designate a member of its professional staff as the affirmative action officer to coordinate and implement the district's efforts to comply. The progress of the district in complying shall be reported by the superintendent to the board of education as it shall require; and

WHEREAS, the Superintendent of Schools recommends the approval of the designation of the below individual as the School District's **Affirmative Action Officer – Instructional Programs** for the **2017-2018** school year.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the **Director of Curriculum** is hereby designated as the **Affirmative Action Officer – Instructional Programs**; and

BE IT FURTHER RESOLVED that there shall be no additional compensation granted to the incumbent in his capacity as **Director of Curriculum** for the designation as **Affirmative Action Officer – Instructional Programs**.

L. APPOINT DISTRICT PURCHASING AGENT

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-251-346

**RESOLUTION APPOINTING THE BUSINESS ADMINISTRATOR/BOARD SECRETARY
AS THE DISTRICT PURCHASING AGENT
FOR THE TOWNSHIP OF SPRINGFIELD SCHOOL DISTRICT
AND THAT THE SUBJECT RESOLUTION IS IDENTIFIED WITH THE SPONSOR CODE Y**

WHEREAS, 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter; and

WHEREAS, 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold, may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution; and

WHEREAS, 18A:18A-37, c. provides that all contracts that are in the aggregate less than fifteen percent (15%) of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution; and

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

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NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that **Casey M. DeJoseph**, 2112 Brandeis Avenue, Cinnaminson, NJ 08077 is hereby appointed as the District Purchasing Agent for the Township of Springfield School District for the period of time from **July 1, 2017 to June 30, 2018** and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Springfield Township Board of Education; and

BE IT FURTHER RESOLVED that **Casey M. DeJoseph**, District Purchasing Agent, is hereby authorized to award contracts on behalf of the Springfield Township Board of Education that are less than fifteen percent (15%) of the bid threshold without soliciting competitive quotations; and

BE IT FURTHER RESOLVED that **Casey M. DeJoseph**, District Purchasing Agent, is hereby authorized to seek competitive quotations, when applicable and practicable, when contracts in the aggregate exceed fifteen percent (15%) of the bid threshold but less than the bid threshold; and

BE IT FINALLY RESOLVED that no additional compensation shall be granted above that provided to the subject employee by her appointment as the certified School Business Administrator.

M. APPOINT TREASURER OF SCHOOL MONIES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-230-347

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD TO
EXECUTE A PROFESSIONAL SERVICES CONTRACT
FOR THE SERVICES OF A TREASURER OF SCHOOL MONIES**

WHEREAS, N.J.S.A. 18A:18A-5 a.(1) provides for exceptions to the requirements for advertising of certain school contracts and professional services; and

WHEREAS, N.J.S.A. 18A:18A-2 (h.) defines "professional services" to mean services rendered or performed by a person authorized by law to practice as regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training. Professional services also means services rendered in the performance of work that is original and creative in character in a recognized field of artistic endeavor; and

WHEREAS, the Township of Springfield Board of Education recognizes the need for the professional services of a treasurer of school monies; and

WHEREAS, **Amy Lerner** is duly qualified by experience and qualifications to perform the professional services stipulated in this Resolution; and

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

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NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute a contract for professional services with **Amy Lerner** in an amount not-to-exceed **five thousand five hundred eighty dollars (\$5,580)** for the period of time from **July 1, 2017 to June 30, 2018**, and

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 18A:18A.5a(1) the Business Administrator/Secretary to the Board shall publish a legal notice of the award of this professional services contract and ensure that the awarding Resolution is available for public inspection at the Office of the Business Administrator/Secretary to the Board during normal business hours.

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

CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-230-100-102-112	
Account Title	TREASURER PAY	
Certification Date	May 2, 2017	
Beginning Balance		\$5,580.00
Contract Encumbrance Account		-\$5,580.00
Ending Balance		\$0.00

Fiscal Notes:

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, May 16, 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		X					4
5	Michael Ramalho			X					5

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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 =

FINANCE & BUDGET

A. APPROVING THE ANTICIPATED REVENUE REPORT

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-251-317

**RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT
OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD
FOR THE MONTH OF APRIL 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.

**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 **April 30, 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**

**Springfield Township Board of Education
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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-136-251-318

**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 APRIL 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 April 2017 Credit-Disbursement Report detailing the

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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.

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

**TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION**

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-136-251-319

**RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT
FOR THE MONTH OF APRIL 2017**

**ESTABLISHED PURSUANT TO PUBLIC LAW 2004, C. 73
AND RECOGNIZING THE SUBMISSION TO THE EXECUTIVE COUNTY BUSINESS OFFICIAL
A REQUEST FOR APPROVAL OF THE TRANSFER THAT EXCEED TEN PERCENT**

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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 April 2017 monthly transfer report detailing the percentage change in transfers is hereby approved; and

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

**TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION**

Joseph M. Bucs, President

ATTEST:

Bruce M. Benedetti
Interim Business Administrator/Board Secretary

D. CERTIFYING THE EWEG REIMBURSEMENT REQUESTS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION#16/17-RM-136-251-320

**RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS
FOR THE MONTH ENDING APRIL 30, 2017**

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

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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 April 30, 2017 for review and certification; and

YEAR	ACCT	GRANT	FUNC	OBJ	DESCRIPTION	AMOUNT	TOTAL
16-17	231	TITLE1A	100	101	SALARIES OF TEACHERS	1549	
				610	GENERAL SUPPLIES		
					TOTAL 100 SERIES		1549
			200	200	PERSONAL SRV EMP BENEF		
				500	OTHER PURCHASED SERVICES		
					TOTAL 200 SERIES		
					MONTHLY TOTAL		1549
16-17	250	IDEA BSC	100	565	TUIT COUNTY SPEC SERV		
				566	TUIT PRIV HAND IN STATE	4270	
					TOTAL 100 SERIES		4270
			200	300	PURCH PROF/TECH SVS		
					TOTAL 200 SERIES		
					MONTHLY TOTAL		4270
16-17	251	IDEA PSD	100	565	TUIT COUNTY SPEC SERV		
					TOTAL 100 SERIES		
					MONTHLY TOTAL		

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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							5819

REIMBURSEMENT SUMMARY

GRANT PROGRAM	YEAR	TOTAL FUNDS AVAILABLE	REIMB TO DATE	PENDING PAYMENTS	REMAINING PAYMENTS	PRESENT ENCUMB	PRESENT REIMB	REMAIN BALANCE
TITLE1A	16-17	28672.00	18236.00	359.00	10077.00	4646.00	1549.00	1920.00
IDEA BSC	16-17	73738.00	21756.00	17120.00	34862.00	20086.00	4270.00	10506.00
IDEA PSD	16-17	5021.00	5021.00	0.00	0.00	0.00	0.00	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	229.00	0.00	0.00	982.00	0.00	3068.00
TOTAL		116,286.60	29,611.00	32,522.00	\$49,515.00	25,714.00	\$5,819.00	\$20,070.00

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.

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

Joseph M. Bucs, President

Bruce M. Benedetti
Interim Business Administrator/Board Secretary

E. APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**Springfield Township Board of Education
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RESOLUTION #16/17-RM-136-251-321

**RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
AS OF APRIL 30, 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	22107.03	4645.57	1920.00	7%
IDEA BSC	20-250	16-17	73738.00	43145.60	20086.40	10506.00	14%
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	229.04	981.84	3068.12	72%

; and

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

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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.

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

**TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION**

Joseph M. Bucs, President

ATTEST:

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-136-251-322

**RESOLUTION PROVIDING FOR A SECRETARY TO THE BOARD'S
MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS
FOR THE MONTH OF APRIL 2017
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:

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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.

**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 **April 30, 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.

Bruce M. Benedetti
Business Administrator/Secretary to the Board

**TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION**

Joseph M. Bucs, President

ATTEST:

Bruce M. Benedetti
Interim Business Administrator/Board Secretary

G. RATIFYING THE TRANSFER OF FUNDS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-251-323

**RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR APRIL 2017
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

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WHEREAS, it became necessary to transfer funds among certain line items between the monthly meetings of in the month of **APRIL 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.

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

**TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION**

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-136-251-324

**RESOLUTION AUTHORIZING THE PAYMENT OF BILLS
OF THE GENERAL ACCOUNTS AS CONTAINED
ON THE CHECK REGISTER FOR APRIL 25, 2017
AND ALL BANK/WIRE TRANSFERS FOR THE MONTH OF APRIL 2017**

WHEREAS, the Business Administrator/Secretary to the Board has submitted a computer printout of the checks registered for payment for the period of **April 26, 2017 to May 15, 2017**; and

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

FUND	EXPENSE	DESCRIPTION	# OF INVOICES	AMOUNT
10		FICA REIMBURSEMENT – 03/01 – 03/15	1	7335.65
10		FICA REIMBURSEMENT – 03/16 – 03/31	1	7335.65
		TOTAL FUND 10	2	14,671.30
11	11-000-XXX	UNDISTRIBUTED EXPEND	29	63524.80
	11-190-XXX	REGULAR PROGRAM UNDISTR	1	390.00
	11-213-XXX	RESOURCE ROOM	4	3192.51

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	11-215-XXX	PRESCH. DISAB. PART-TIME	1	1960.00
	11-230-XXX	BASIC SKILLS/REMEDIAL	35	69067.31
	11-403-XXX	OTHER INSTR PROGRAMS	0	0.00
	11-999-XXX	POSTING ACCOUNTS	0	0.00
			0	0.00
11	11-000-291	SESHBP PAYMENT – 04/04/17	1	73994.76
		TOTAL FUND 11		212129.38
12	12-000-400	FACILITIES ACQUISITION	0	0.00
		TOTAL FUND 12	0	0.00
20	20-231-XXX	TITLE 1A	0	0.00
	20-250-XXX	IDEA BASIC	2	5675.20
	20-251-XXX	IDEA PRE-SCHOOL	0	0.00
	20-270-XXX	TITLE 2A	0	0.00
	20-450-XXX	REAP		859.20
		TOTAL FUND 20		6,534.40
30	30-000-XXX	UNDIST EXPENDITURE	0	0.00
		TOTAL FUND 30	0	0.00
40	40-701-510	INTEREST ON BONDS	0	0.00
		TOTAL FUND 40	0	0.00
62	62-910-310	SCHOOL NUTRITION	10	15939.40
		TOTAL FUND 62	10	15939.40
81	81-190-100	UNEMPLOYMENT TRUST	0	0.00
		TOTAL FUND 81	0	0.00
82	82-000-520	FLEXIBLE SPENDING	0	0.00
		TOTAL FUND 82	0	0.00
90	90-000-100	PAYROLL/AGENCY	0	0
		TOTAL FUND 90	0	0
95	95-40X-210	STUDENT ACTIVITY	1	115.50
		TOTAL FUND 95	1	31994.30

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%

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Oct 2016	124,323.87	0.00	124,323.87	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	79,227.69	0.00	79,227.69	0.00%
Apr 2017	91,656.61	0.00	91,656.61	0.00%
May 2017	0	0.00	0	0.00%
Jun 2017	0	0.00	0	0.00%
TOTAL	1,400,210.63	0.00	1,400,210.63	0.00%

; and

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

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
03/30/2017	0073	0074	PAYROLL	84,210.41
03/30/2017	0073	0075	AGENCY WITHHOLDING	67,657.91
			TOTAL	151,868.32
04/13/2017	0073	0074	PAYROLL	85,197.65
04/13/2017	0073	0075	AGENCY WITHHOLDING	68,814.21
			TOTAL	154,011.86

; and

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

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
04/05/2017	0075	0078	Unemployment Trust	2,506.62
	0075	0078	Unemployment Trust	0.00
	0075	2178	Flexible Spending Account	0.00
	0075	2178	Flexible Spending Account	0.00
03/29/2017	0075	0073	Chapter 78 Catch Up	179.28
03/29/2017	0075	0073	Chapter 78	15,714.75
	0073	0075	TPAF Shortage	0.00
	6705	0073	Change Order Fund 30 Turf Repair	0.00
	0075	2178	Flexible Spending Account	0.00
	0075	2178	Flexible Spending Account	0.00
			TOTAL	18,400.65

; 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 **April 26, 2017 to May 15, 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).

**Springfield Township Board of Education
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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-136-251-325

**RESOLUTION PROVIDING FOR THE BOARD OF EDUCATION'S
MONTHLY CERTIFICATION ON BUDGETARY MAJOR ACCOUNT/FUND STATUS
[BOARD SECRETARY'S REPORT]
FOR THE MONTH OF APRIL 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

**Springfield Township Board of Education
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Interim Business Administrator/Board Secretary

J. APPROVAL OF THE REPORT OF THE TREASURER OF SCHOOL MONIES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-251-326

**RESOLUTION APPROVAL OF THE REPORT OF THE
TREASURER OF SCHOOL MONIES FOR APRIL 2017
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 APRIL 2017 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. AUTHORIZE 2017-2018 TAX-SHELTER ANNUITY AGREEMENTS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday May 16, 2017
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RESOLUTION #16/17-RM-136-251-349

**RESOLUTION AUTHORIZING TAX-SHELTER ANNUITY ARRANGEMENTS
FOR THE 2017-2018 SCHOOL YEAR
AND DESIGNATING THE COMPANIES TO PROVIDE THE SERVICES
SUBJECT TO THE INTERNAL REVENUE CODE - SECTION 403(B)
AND THE SUPPLEMENTAL ANNUITY COLLECTIVE TRUST OF NEW JERSEY**

WHEREAS, a tax-sheltered annuity arrangement as provided under section 403(b) of the Internal Revenue Code is a retirement income vehicle enabling School District employees as described in section 501(c)(3) of the Internal Revenue Code to defer taxation on retirement saving to future years; and

WHEREAS, under the tax-sheltered annuity plan an employee enters into a salary reduction agreement with the School District so that the salary reported to the Internal Revenue Service is reduced by the amount of the contributions. When the funds are withdrawn at retirement or separation, the contributions and earning are subject to federal taxation as ordinary income; and

WHEREAS, any full-time employee desiring participation in a tax sheltered annuity shall request same, in writing to the private plans of the following companies:

COMPANY	ADDRESS
AXA Equitable - Equi-Vest	Unit Annuity Collections PO Box 13463 Newark, NJ 07188-0463
Lincoln Investment Planning, LLC	218 Glenside Ave Wyncote, PA 19095
Prudential Insurance Co of America	PO Box 945999 Atlanta, GA 30394-5999
Colonial Life	PO Box 1365 Columbia, SC 29202-1365

; and

WHEREAS, the private plans for the School District in the 2017-2018 school year shall be limited to the above companies recognized in the Resolution. Applications for private plans received after this approval shall be returned to the sender; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above cited private plans shall be the companies able to make arrangements for tax sheltered annuity plans for the 2017-2018 school year.

L. APPROVE ANNUAL TUITION RATES

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday May 16, 2017
Minutes – Regular Meeting - 136**

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-251-350

**RESOLUTION ESTABLISHING THE 2017-2018 TUITION RATES
PURSUANT TO N.J.A.C. 6A:23-3 AND POLICY 5111.01**

WHEREAS, N.J.A.C. 6A:23-3 regulates the determination of tuition rates for regular public schools; and

WHEREAS, the term “actual cost per student” for determining the tuition rate or rates for a given year referred to in N.J.S.A. 18A:38-19 and 18A:46-21 means the local cost per student in average daily enrollment, based upon audited expenditures for that year for the purpose for which the tuition rate is being determined and consistent with the grade/program categories in N.J.S.A. 18A:7F-13 and 18A:7F-19, that is, regular education classes: preschool and kindergarten, grades one through five, grades six through eight, and grades nine through twelve; and special class programs as defined in N.J.A.C. 6A:14-4.7; and

WHEREAS, the following tuition rates for 2017-2018 based upon the 2017-2018 School Budget Statement are as follows:

Category	Tuition Rate
Pre-School	\$20,906
Kindergarten	\$20,906
Grades 1-5	\$21,329
Grades 6	\$22,668
Multiple Disabled	\$39,044

WHEREAS, Policy 5111.01 states that “Tuition for all enrolled nonresident students in grades kindergarten through six shall be according to a schedule set forth by resolution of the Board that may be modified by resolution on an annual basis”. The following tuition rates for 2017-2018 based upon Policy 5111.01 are as follows:

Category	Tuition Rate
Pre-School	\$2,614
Kindergarten	\$4,000
Grades 1-6	\$4,500
Multiple Disabled - Kindergarten	\$4,000
Multiple Disabled – Grades 1-6	\$4,500

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NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above tuition rates are established for the **2017-2018** school year.

M. ADOPTION OF TAX LEVY RATE SCHEDULE FOR 2017-2018 SCHOOL YEAR

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-251-351

**RESOLUTION APPROVING THE 2017-2018 SCHEDULE
REQUESTING CURRENT FUND AND DEBT SERVICE LOCAL TAX LEVY AMOUNTS
FROM THE TOWNSHIP OF SPRINGFIELD AND
APPROVING MONTHLY REQUISITION FOR TAXES
FOR THE 2017-2018 SCHOOL YEAR**

WHEREAS, the tax levy certified by the Commissioner of the Department of Education for the **2017-2018** school year, exclusive of debt service requirements, needed to meet the obligations of the Township of Springfield Board of Education is **three million four hundred four thousand eight hundred thirty five dollars (\$3,404,835)** as certified by the Secretary to the Board and the Municipal Clerk; and

WHEREAS, the Township of Springfield is hereby requested to place in the hands of the Treasurer of School Monies the following monthly amounts by the 15th of each month in accordance with the following schedule:

PAYMENT MONTH	PAYMENT AMOUNT
July 2017	\$283,739
August 2017	\$283,736
September 2017	\$283,736
October 2017	\$283,736
November 2017	\$283,736
December 2017	\$283,736
January 2018	\$283,736
February 2018	\$283,736
March 2018	\$283,736
April 2018	\$283,736
May 2018	\$283,736
June 2018	\$283,736
TOTAL	\$3,404,835

WHEREAS, the debt service tax levy, certified by the Commissioner of the Department of Education for the **2017-2018** school year debt service requirements, needed to meet the obligations of the Township of Springfield Board of Education is **one hundred thirty eight thousand one hundred twenty nine dollars (\$138,129)** as certified by the Secretary to the Board and the Municipal Clerk; and

**Springfield Township Board of Education
Jobstown, NJ 08041
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WHEREAS, the Township of Springfield is further requested to place in the hands of the Treasurer of School Monies by the 15th day of July 2017 and by the 15th day of January 2018 the annual amount necessary to satisfy the debt service local tax levy as certified by the Secretary to the Board and the Municipal Clerk in accordance with the following schedule:

PAYMENT MONTH	PAYMENT AMOUNT
July 2017	\$69,065
January 2018	\$69,064
TOTAL	\$138,129

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the following consolidated payment schedule for local tax levy for **2017-2018** is hereby requested for payment from the Township of Springfield in the combined total of **three million five hundred forty two thousand nine hundred sixty four dollars (\$3,542,964)**.

PAYMENT MONTH	CURRENT FUND PAYMENT SUB- TOTAL	DEBT SERVICE PAYMENT SUBTOTAL	MONTHLY TOTAL
July 2017	\$283,739	\$69,065	\$352,804
August 2017	\$283,736		\$283,736
September 2017	\$283,736		\$283,736
October 2017	\$283,736		\$283,736
November 2017	\$283,736		\$283,736
December 2017	\$283,736		\$283,736
January 2018	\$283,736	\$69,064	\$352,800
February 2018	\$283,736		\$283,736
March 2018	\$283,736		\$283,736
April 2018	\$283,736		\$283,736
May 2018	\$283,736		\$283,736
June 2018	\$283,736		\$283,736
TOTAL	\$3,404,835	\$138,129	\$3,542,964

N. APPOINTMENT OF SIGNATORIES OF SCHOOL DISTRICT FUNDS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-136-RM-251-356

**RESOLUTION AUTHORIZING THE DEPOSITORY OF SCHOOL DISTRICT FUNDS
AND AMENDING THE SIGNATORIES THERETO**

WHEREAS, N.J.S.A. 18A:17-34 provides for the Board of Education to designate certain depositories of school moneys; and

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WHEREAS, it may be required from time to time to re-designate signatories to said accounts of such deposited school moneys; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the **Beneficial Bank, 305 Bordentown-Chesterfield Road, Chesterfield, NJ 08515** and the **State of New Jersey Cash Management Fund, Post Office Box 290, Trenton NJ 08625-0290** shall be the depositories for school district funds for accounts known as:

Name of Account	Account Number	Signatories
GENERAL ACCOUNT	XXXXXX0073 Any 2 of 5	Joseph M. Bucs President Wade Hale Vice President Craig Vaughn Superintendent of Schools Casey M. DeJoseph Business Administrator/Board Secretary Amy S. Lerner Treasurer of School Monies
PAYROLL ACCOUNT	XXXXXX0074 Any 2 of 3	Craig Vaughn Superintendent of Schools Casey M. DeJoseph Business Administrator/Board Secretary Amy S. Lerner Treasurer of School Monies
PAYROLL AGENCY ACCOUNT	XXXXXX0075 Any 2 of 3	Craig Vaughn Superintendent of Schools Casey M. DeJoseph Business Administrator/Board Secretary Amy S. Lerner Treasurer of School Monies
CAFETERIA ACCOUNT	XXXXXX0076 Any 2 of 3	Craig Vaughn Superintendent of Schools Casey M. DeJoseph Business Administrator/Board Secretary Amy S. Lerner Treasurer of School Monies
STUDENT ACTIVITY ACCOUNT	XXXXXX0077 Any 2 of 3	Craig Vaughn Superintendent of Schools Casey M. DeJoseph Business Administrator/Board Secretary Amy S. Lerner Treasurer of School Monies
UNEMPLOYMENT TRUST ACCOUNT	XXXXXX0078	Craig Vaughn Superintendent of Schools Casey M. DeJoseph

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	Any 2 of 3	Business Administrator/Board Secretary Amy S. Lerner Treasurer of School Monies
CAPITAL RESERVE ACCOUNT	XXXXXX0079 Any 2 of 3	Craig Vaughn Superintendent of Schools Casey M. DeJoseph Business Administrator/Board Secretary Amy S. Lerner Treasurer of School Monies
FLEXIBLE SPENDING ACCOUNT	XXXXXX2178 Any 2 of 3	Craig Vaughn Superintendent of Schools Casey M. DeJoseph Business Administrator/Board Secretary Amy S. Lerner Treasurer of School Monies
NJ CASH MANAGEMENT	XXX-XXXX1-171 Any 2 of 3	Craig Vaughn Superintendent of Schools Casey M. DeJoseph Business Administrator/Board Secretary Amy S. Lerner Treasurer of School Monies
2015 REFERENDUM	XXXXXX5660 Any 2 of 3	Craig Vaughn Superintendent of Schools Casey M. DeJoseph Business Administrator/Board Secretary Amy S. Lerner Treasurer of School Monies

BE IT FURTHER RESOLVED that the Custodian/Treasurer of said account is and shall be **Amy S Lerner** and that all disbursements for said account shall be made by instruments duly signed by the above designated officials of the Township of Springfield School District; and

BE IT FINALLY RESOLVED that only one of the required signatures shall be a facsimile.

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

**TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION**

Joseph M. Bucs, President

ATTEST:

Bruce M. Benedetti
Business Administrator/Board Secretary

**Springfield Township Board of Education
Jobstown, NJ 08041
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O. APPROVE ANNUAL MEDICAL WAIVER PAYMENTS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-291-358

**RESOLUTION APPROVING THE PAYMENT OF MEDICAL COVERAGE WAIVERS
FOR THE 2016-2017 SCHOOL YEAR
PURSUANT TO ARTICLE VII – INSURANCE, SECTION E. OF THE AGREEMENT BETWEEN
THE SPRINGFIELD TOWNSHIP BOARD OF EDUCATION
AND THE SPRINGFIELD TOWNSHIP EDUCATION ASSOCIATION [IN PART]
AND NEW JERSEY STATE EMPLOYEES HEALTH BENEFITS PROGRAM [IN PART]**

WHEREAS the State of New Jersey, Department of Treasury, Division of Pensions and Benefits, Form HA-0109-0510p provides that employees in the School Employees State Health Benefits Program may elect to waive medical and prescription benefits under the provisions that the "payment may not be more than 25% of the amount saved by the employer because of the waiver or \$5,000, whichever is less; and

LAST NAME	FIRST NAME	TOTAL
Batchler**	Andrea	\$2153.70
Bifulco	Bobbi Jo	\$2986.10
Csolak	Bridget	\$5000.00
Dennis	Shawn	\$5000.00
Kolev	Wendy	\$5000.00
Palazzi	Alisa	\$5000.00
Ricciani	Joann	\$5000.00
Roats	Theresa	\$2986.10
	TOTAL	\$33,125.90

****Waived coverage for period of July – November.**

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 hereby authorized to issue payment as above detailed in the **May 30, 2017** pay period.

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

CERTIFICATION OF AVAILABILITY OF FUNDS

Category	Description	Amount
Expend Account #	11-000-291-290-000-000	
Account Title	UNDIST OTH EMPLOY BENEFITS	
Certification Date	May 15, 2017	

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Beginning Balance		55,221.67
Encumbrance Amount		(33,125.97)
Ending Balance		22,095.70

Fiscal Notes:

Bruce M. Benedetti
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, May 16, 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		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 =

PERSONNEL & NEGOTIATIONS

A. APPROVE FACULTY AND STAFF FOR ESY PROGRAM

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-251-352

**RESOLUTION APPROVING THE APPOINTMENT OF SCHOOL DISTRICT STAFF
TO THE EXTENDED YEAR PROGRAMS**

WHEREAS, the **2017-2018** budget statement contains funds for extended year programs for special needs students; and

**Springfield Township Board of Education
Jobstown, NJ 08041
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WHEREAS, the Superintendent of Schools has posted for the positions and makes the following recommendations for appointment:

Staff	Position	Hours	Days	Total Hours	Rate of Pay	Comp Total	Account #	Acct Total
JoAnn Ricciani	Nurse	4.50	15	67.5	\$40	2700	11-000-213	2700
Karen Wassall	Bus/Van	60.00		60.00	\$20	1200	11-000-270	1200
Patricia Carter	MD Tchr	4.25	9	38.25	\$40	1530	11-212-100	1530
Annette Capra	MD IA/TA		15	72.5	\$20	1450	11-212-100	1450
Sandra Secouler	RC Tchr	4.25	9	38.25	\$40	1530	11-213-100	4590
Samantha Nims	RC Tchr	4.25	9	38.25	\$40	1530	11-213-100	0
Bobbi-Jo Bifulco	RC Tchr	4.25	9	38.25	\$40	1530	11-213-100	0
Heather Schwarzwald	RC IA/TA		9	48.5	\$20	970	11-213-100	1450
Karen Wassall	RC IA/TA	4	6	24	\$20	480	11-213-100	
Jillian Bencivengo	PSD Tchr	4.25	9	38.25	\$40	1530	11-215-100	1870
Denise Buffa	PSD IA/TA		15	72.5	\$20	1450	11-215-100	1930
						15,900		16720

; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that the above appointments are hereby approved.

CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-213-100-106-103	
Account Title	NURSE ESY PAY	
Certification Date	May 5, 2017	
Beginning Balance		\$2700
Contract Encumbrance Account		(2700)
Ending Balance		0

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-270-161-106-118	
Account Title	TRANS SPEC ED ESY PAY	
Certification Date	May 5, 2017	
Beginning Balance		\$1200
Contract Encumbrance Account		(1200)
Ending Balance		0

CATEGORY	DESCRIPTION	AMOUNT

**Springfield Township Board of Education
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Account Number	11-212-100-101-106-100	
Account Title	MD TCH ESY PAY	
Certification Date	May 5, 2017	
Beginning Balance		\$1530
Contract Encumbrance Account		(1530)
Ending Balance		0

1948

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-212-100-106-106-100	
Account Title	MD IA ESY PAY	
Certification Date	May 5, 2017	
Beginning Balance		\$1450
Contract Encumbrance Account		(1450)
Ending Balance		0

1949

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-213-100-101-106-100	
Account Title	RC TCH ESY PAY	
Certification Date	May 5, 2017	
Beginning Balance		\$4590
Contract Encumbrance Account		(4590)
Ending Balance		0

1950

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-213-100-106-106-100	
Account Title	RC IA ESY PAY	
Certification Date	May 5, 2017	
Beginning Balance		\$1450
Contract Encumbrance Account		(1450)
Ending Balance		0

1951

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-215-100-101-106-100	
Account Title	PSD TCH ESY PAY	
Certification Date	May 5, 2017	
Beginning Balance		\$1870
Contract Encumbrance Account		(1530)
Ending Balance		340

1952

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-215-100-106-106-100	
Account Title	PSD IA ESY PAY	

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Certification Date	May 5, 2017	
Beginning Balance		\$1930
Contract Encumbrance Account		(1450)
Ending Balance		480

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

**TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION**

Joseph M. Bucs, President

ATTEST:

Bruce M. Benedetti
Interim Business Administrator/Board Secretary

B. APPROVE SUBSTITUTE STAFF FOR ESY PROGRAM

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-213-353

**RESOLUTION APPROVING THE SUPERINTENDENT OF SCHOOL'S
RECOMMENDATION(S) FOR SUBSTITUTE POSITIONS
FOR THE EXTENDED SCHOOL YEAR PROGRAM
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT**

WHEREAS, the Superintendent of Schools is vested with the authority to recommend the hiring of certain personnel with the School District; and

WHEREAS, the Superintendent of Schools has reviewed the qualifications of the below individuals and recommends approval to the Board of Education:

NAME	RATE OF PAY
Victoria Estronza	\$110 PER DAY (DAILY SUBSTITUTE NURSE RATE)
Jill Csazi	\$40 PER HOUR (HOURLY RATE)

**Springfield Township Board of Education
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NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that the above substitute positions are hereby approved.

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

Joseph M. Bucs, President

Bruce M. Benedetti
Interim Business Administrator

C. APPROVE COMPLETION AND AUTHORIZE PAYMENT OF SUPERINTENDENT'S QUALITATIVE MERIT GOALS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-230-354

**RESOLUTION APPROVING COMPLETION OF THE
CHIEF SCHOOL ADMINISTRATOR'S MERIT GOALS
FOR THE 2016-2017 SCHOOL YEAR AND AUTHORIZING PAYMENT**

WHEREAS, in the second and third year of the negotiated contract, the Superintendent shall receive a merit bonus in addition to his annual base salary based upon his achievement of quantitative merit criteria and/or qualitative merit criteria.

WHEREAS, the Board and Superintendent shall select up to three (3) quantitative merit criteria and up to two (2) qualitative merit criteria per contract year and the Executive County Superintendent shall approve or disapprove the selection of quantitative merit and/or qualitative merit criteria and the data that forms the basis of measuring the achievement of quantitative merit and/or qualitative merit criteria.

WHEREAS, the Superintendent submits for approval the following merit goals for the 2016-2017 school year:

- **Qualitative Goal #1:** The Superintendent will develop a plan of engagement and support to integrate knowledge and skills in the content areas of Mathematics and English Language Arts across the community.
- **Qualitative Goal #2:** The Superintendent will develop a plan to increase community awareness of and proficiency with instructional technology aligned with Google Apps for Education (GAPE).

NOW, THEREFORE, BE IT RESOLVED that the Springfield Township Board of Education, County of Burlington, State of New Jersey, hereby recognizes that the above goals have been approved and authorizes payment for the above qualitative goals for the Chief School Administrator for the 2016-2017 school year.

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BE IT FINALLY RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the President and Business Administrator/Secretary to the Board are hereby authorized to execute a payment above qualitative goals for the Chief School Administrator for the **2016-2017** school year.

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

CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-230-100-150-111	
Account Title	CSA MERIT PAY	
Certification Date	May 4, 2017	
Beginning Balance		\$18,738.00
Contract Encumbrance Account		(6,250.00)
Ending Balance		\$12,488.00

Fiscal Notes:

Bruce M. Benedetti
Interim Business Administrator/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, May 16, 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		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

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

CURRICULUM & TECHNOLOGY

**Springfield Township Board of Education
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POLICIES & PROCEDURES

A. APPROVE AMENDMENTS UPON SECOND READING & ADOPTION

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-136-221-355

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

WHEREAS, with the adoption of policies and procedures, 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
0000.01	Introduction
Policy Guide 2320	Independent Study Programs (abolished)
Policy Guide 2415.06	Unsafe School Choice Option
Regulation Guide 2460.16	Special Education – Instructional Material to Blind or Print-Disabled Students
Policy Guide 2464	Gifted & Talented Students
Policy Guide 2622	Student Assessment
Policy Guide 3160	Physical Examination
Regulation Guide 3160	Physical Examination
Policy Guide 4160	Physical Examination
Regulation Guide 4160	Physical Examination
Policy Guide 5116	Education of Homeless Children
Regulation Guide 5116	Education of Homeless Children
Policy Guide 7446	School Security Program
Policy Guide 8350	Records Retention

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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.**

Joseph M. Bucs, President

Bruce M. Benedetti
Interim Business Administrator/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, May 16, 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 =

FACILITIES, SECURITY & TRANSPORTATION

None.

OLD BUSINESS MATTERS

Mr. Madia asked where the school is with clean water testing; Mr. Vaughn stated that the results are not in yet, but they should be in soon. Mr. Vaughn updated the Board about his decision to move forward with one section of fifth grade for the upcoming school year. The topic may be revisited should enrollment change.

**Springfield Township Board of Education
Jobstown, NJ 08041
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NEW BUSINESS MATTERS

There was a discussion regarding 2017-2018 District Goals. The Board, in consultation with Mr. Vaughn, chose three goals (#1, 3, 7). Mr. Bucs stated there would be an ad hoc finance committee that will discuss class size as part of its scope, Mr. Eaton would chair the committee; other members include Mr. Hale, and Mrs. Lippincott. Mr. Benedetti gave an update about the HIF discussion and concrete repairs. Mr. Vaughn reviewed the supply list for the upcoming school year, there was a discussion about the quality of pencil cases, and whether or not the school should provide them, or if the parents should purchase them.

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

MOTION TO ADJOURN

TIME:

8:04 PM

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, May 16, 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	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

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

Respectfully submitted,

Bruce Benedetti
Interim School Board Administrator/Board Secretary

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Jobstown, NJ 08041
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SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION

Bruce M. Benedetti
Secretary to the Board

{SEAL}