

CALL TO ORDER	TIME	7:05 P.M.
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A **Regular Meeting** of the Springfield Township Board of Education will be held on **Tuesday, July 18, 2017** at **7:00 p.m.** in the Springfield Elementary School **Media Center**.

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.

ROLL CALL OF BOARD MEMBERS AND STAFF

	Board of Education Member	Present	Late	Absent	
1	Andrew Eaton	X			1
2	Wade Hale, Vice President	X			2
3	Kristen Lippincott	X			3
4	Gregory Madia			X	4
5	Michael Ramalho		7:09		5
6	James Specca	X			6
7	Gary Walker	X			7
8	Jennifer Webb		7:07		8
9	Joseph Bucs, President	X			9

Others present:

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

PLEDGE OF ALLEGIANCE

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

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.

Mr. Pantano –

CORRESPONDENCE

Two items of correspondence are in the drive:

1. Document related to Mr. Vaughn's quantitative merit goals
2. Retirement letter for Ms. Spennato

SUPERINTENDENT UPDATE & IMPORTANT DATES

Mr. Vaughn shared with the Board an update regarding the sheds; he stated that the demolition has begun, concrete work is scheduled to begin next week, and Shawn and Joe have done a great job. Mr. Vaughn updated the board about his quest for affordable composition books, and spoke about the Burlington County Times' recent visit and newspaper publication about our gardening program.

APPROVAL OF MINUTES

Wednesday, June 14, 2017 – Work Session Meeting

Tuesday, June 20, 2017 – Regular Meeting

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, July 18, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

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

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
 Not Voting due to Conflict. Quorum = 5

SUPERINTENDENT'S REPORT (ENROLLMENT & HIB REPORT)

A. ACCEPTING ENROLLMENT STATISTICS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-022

**RESOLUTION ACCEPTING ENROLLMENT STATISTICS
 AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF JUNE 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 June 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	25	0
11-120-100-101-101-402	Second Grade	28	28	0
11-120-100-101-101-403	Third Grade	24	31	7
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	4	-1
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	239	10

;and

NOW,

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	241	0
May 2017	241	0
June 2017	239	-2

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.

B. APPROVING MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-021

**RESOLUTION AUTHORIZING THE SUBMISSION OF THE
SCHOOL SELF-ASSESSMENT FOR DETERMINING GRADES
UNDER THE ANTI-BULLYING BILL OF RIGHTS (ABR) STATEMENT OF ASSURANCES**

WHEREAS, by submitting the School Self-Assessment for Determining Grades under the ABR (Self-Assessment), the chief school administrator (CSA) assures that:

1. The school safety/school climate team (SS/SCT) had the lead role in completing the Self-Assessment.
2. The public was given the opportunity to comment on the Self-Assessment prior to the district board of education (BOE) approval
3. The BOE approved the Self-Assessment at a public meeting, prior to the submission to the New Jersey Department of Education (NJDOE)
4. All information in the Self-Assessment is an accurate and complete account of the status of the school's efforts implementing ABR at the time of submission, the SS/SCT's report, the public comment on the report, and the district BOE's review of and the decision on the report
5. The NJDOE or its authorized representatives will be provided access to, and the right to examine, all records, books, papers, or documents related to the Self-Assessment.
6. The grade assigned by the Commissioner for the school and for the school district will be posted on the home page of the school's website within 10 days of its receipt from the NJDOE.
7. The grade assigned by the Commissioner for the school district and each school in the district will be posted on the home page of the school's website within 10 days of its receipt from the NJDOE.
8. The BOE at a public meeting will review the grades assigned by the Commissioner for each school and school district; and

WHEREAS, the date of the Board of Education approval is July 18, 2017; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that by checking this box [X], the chief school administrator hereby certifies that he or she has read, understands and will satisfy the above Assurances in their entirety, and authorizes submission of the *School Self-Assessment for Determining Grades under the ABR*.

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, July 18, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

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

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum =5

CONTRACT ADMINISTRATION

A. AUTHORIZE EXECUTE SERVICES CONTRACT WITH YMCA

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-000

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD
TO EXECUTE A SERVICES CONTRACT WITH THE YMCA OF
BURLINGTON COUNTY FOR THE USE OF SCHOOL DISTRICT FACILITIES**

WHEREAS, the School District wishes to continue the contractual relationship with the YMCA of Burlington County wherein the School District grants authorization to use school district facilities to conduct an extended day program.

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 an agreement for before/after school care services with the **YMCA of Burlington County, 59 Centerton Road, Mount Laurel NJ**, for the **2017-2018** school year; and Education for action.

MOTION TO TABLE LETTER "A"

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, July 18, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

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

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
Not Voting due to Conflict. Quorum =5

B. AUTHORIZE EXECUTE PROFESSIONAL SERVICES CONTRACT WITH BCSSSD FOR LDTC SERVICES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-020

**RESOLUTION AUTHORIZING THE PRESIDENT AND
THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD
TO EXECUTE A CONTRACT FOR PROFESSIONAL SERVICES
WITH THE BURLINGTON COUNTY EDUCATIONAL SERVICES UNIT
FOR THE 2017-2018 SCHOOL YEAR**

WHEREAS, certain students of the Township of Springfield School District have Individualized Education Programs (hereinafter "I.E.P.") which requires the Township of Springfield Board of Education to purchase educational services from certain qualified professionals; and

WHEREAS, the **EDUCATIONAL SERVICES UNIT, Burlington County Special Services School District, 20 Pioneer Boulevard, Westampton, New Jersey 08060**, is duly qualified and experienced to provide the required services at the rates below indicated

CHILD STUDY TEAM SERVICES

SERVICE PROVIDED	IN COUNTY	OUT OF COUNTY
Counselor	\$75/hour \$465/day BLOCK RATE*	\$87.00/hour
Learning Disabilities Teacher/Consultant		
Psychologist		
Social Worker		

	NOTICE No Show Charges will apply: Hourly Services - One (1) hour at contract rate
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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 Business Administrator/Board Secretary are hereby authorized to execute a contract for services.

CERTIFICATION OF AVAILABILITY OF FUNDS

Category	Description	Amount
Name of Account	CST BCSSSD PUR LDTC SRV	
Account Number	11-000-219-390-050-370-0	
Certification Date	July 7, 2017	
Beginning Balance		
Contract Encumbrance Amount		53117.00
Ending Balance		-53117.00
		0.00

Fiscal Notes:

MOTION TO APPROVE LETTER "B"

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, July 18, 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
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 =5

FINANCE & BUDGET

A. APPROVING THE ANTICIPATED REVENUE REPORT

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-001

**RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT
OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD
FOR THE MONTH OF JUNE 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 JUNE 30, 2017 changes in anticipated revenue amounts and sources as noted on the submitted revenue report.

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-002

**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 JUNE 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 **JUNE 2017** Credit-Disbursement Report detailing the changes is hereby approved and that any and all adjustments against Board of Education obligations therein enumerated for equipment, material and supplies, furnished and delivered and for work done and performed and certified as correct by the Secretary of the Board of Education, and when funds are available; and

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

Account #	PO #	Vendor #	Liquidated	Paid	Excess	%
None						

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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.

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-003

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

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 JUNE 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.

D. CERTIFYING THE EWEG REIMBURSEMENT REQUESTS

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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION#17/18-RM-199-004

**RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS
FOR THE MONTH ENDING JUNE 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 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 **JUNE 30, 2017** for review and certification; and

YEAR	ACCT	GRANT	FUNC	OBJ	DESCRIPTION	AMOUNT	TOTAL
16-17	231	TITLE1A	100	101	SALARIES OF TEACHERS		
				610	GENERAL SUPPLIES		
					TOTAL 100 SERIES		
			200	200	PERSONAL SRV EMP BENEF		
				500	OTHER PURCHASED SERVICES		
					TOTAL 200 SERIES		
					MONTHLY TOTAL		
16-17	250	IDEA BSC	100	565	TUIT COUNTY SPEC SERV	12766.00	

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				566	TUIT PRIV HAND IN STATE		
					TOTAL 100 SERIES		
			200	300	PURCH PROF/TECH SVS	4354.00	
					TOTAL 200 SERIES		
					MONTHLY TOTAL	17120.00	
16-17	251	IDEA PSD	100	565	TUIT COUNTY SPEC SERV		
					TOTAL 100 SERIES		
					MONTHLY TOTAL		
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							

REIMBURSEMENT SUMMARY

GRANT PROGRAM	YEAR	TOTAL FUNDS AVAILABLE	EXPENDITURES TO DATE	PRESENT ENCUMB	REMAIN BALANCE
TITLE1A	16-17	28672.00	28615.01	0.00	57.64
IDEA BSC	16-17	73738.00	72888.00	0.00	850.00
IDEA PSD	16-17	5021.00	5021.00	0.00	0.00

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TITLE 2A	16-17	4576.00	4576.00	0.00	0.00
OTH FED	16-17	4279.00	1172.72	0.00	3106.28
TOTAL		116286.00	112272.73	0.0	4013.92

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.

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

**TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION**

Joseph M. Bucs, President

ATTEST:

Casey DeJoseph
Business Administrator/Board Secretary

E. APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-005

**RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
AS OF JUNE 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**

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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	28615.01	0.00	57.64	0%
IDEA BSC	20-250	16-17	73738.00	72888.00	0.00	850.00	1%
IDEA PSD	20-251	16-17	5021.00	5021.00	0.00	0.00	0%
TITLE 2A	20-270	16-17	4576.00	4576.00	0.00	0.00	0%
REAP	20-294	16-17	4279.00	1172.72	0.00	3106.28	72%

; and

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

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

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

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BOARD OF EDUCATION**

Joseph M. Bucs, President

ATTEST:

Casey DeJoseph
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 #17/18-RM-199-006

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

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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 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 **JUNE 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.

Casey DeJoseph
Business Administrator/Secretary to the Board

G. RATIFYING THE TRANSFER OF FUNDS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-007

**RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR JUNE 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

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

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday July 18, 2017
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TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

Joseph M. Bucs, President

ATTEST:

Casey DeJoseph
Business Administrator/Board Secretary

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

H. AUTHORIZING THE PAYMENT OF BILLS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-008

**RESOLUTION AUTHORIZING THE PAYMENT OF BILLS
OF THE GENERAL ACCOUNTS AS CONTAINED
ON THE CHECK REGISTER FOR JULY 18, 2017
AND ALL BANK/WIRE TRANSFERS FOR THE MONTH OF JUNE 2017**

WHEREAS, the Business Administrator/Secretary to the Board has submitted a computer printout of the checks registered for payment for the period of June 20, 2017 to July 18, 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 – 06/01 – 06/15	1	7335.65
10		FICA REIMBURSEMENT – 06/16 – 06/30	1	7335.66
		TOTAL FUND 10	0	14,671.31
11	11-000-XXX	UNDISTRIBUTED EXPEND	24	39424.18
	11-150-XXX	REGULAR – HOME INS	0	0.00
	11-190-XXX	REGULAR PROGRAM UNDISTR	17	16019.27
	11-213-XXX	RESOURCE ROOM	0	0.00
	11-215-XXX	PRESCH. DISAB. PART-TIME	0	0.00
	11-230-XXX	BASIC SKILLS/REMEDIAL	0	0.00

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	11-403-XXX	OTHER INSTR PROGRAMS	0	00.00
	11-999-XXX	POSTING ACCOUNTS	0	0.00
			0	55443.45
11	11-000-291	SESHBP PAYMENT – 06/02/2017	1	76839.32
		TOTAL FUND 11		146954.08
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	0	0.00
	20-251-XXX	IDEA PRE-SCHOOL	0	0.00
	20-270-XXX	TITLE 2A	0	0.00
	20-450-XXX	REAP	0	0.00
		TOTAL FUND 20		
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	0	
		TOTAL FUND 62	0	
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	0	
		TOTAL FUND 95	0	

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 2017	146954.08	0.00	146954.08	0.00%
Aug 2017	0.00	0.00	0.00	0.00%

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Sep 2017	0.00	0.00	0.00	0.00%
Oct 2017	0.00	0.00	0.00	0.00%
Nov 2017	0.00	0.00	0.00	0.00%
Dec 2017	0.00	0.00	0.00	0.00%
Jan 2018	0.00	0.00	0.00	0.00%
Feb 2018	0.00	0.00	0.00	0.00%
Mar 2018	0.00	0.00	0.00	0.00%
Apr 2018	0.00	0.00	0.00	0.00%
May 2018	0.00	0.00	0.00	0.00%
Jun 2018	0.00	0.00	0.00	0.00%
TOTAL	146954.08	0.0	146954.08	0.00%

; and

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

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
06/12/2017	0073	0074	PAYROLL	85182.56
06/12/2017	0073	0075	AGENCY WITHHOLDING	67469.29
			TOTAL	152651.85
06/15/2017	0073	0074	PAYROLL	63957.60
06/15/2017	0073	0075	AGENCY WITHHOLDING	55668.60
			TOTAL	119626.2
06/26/2017	0073	0074	PAYROLL	23338.96
06/26/2017	0073	0075	AGENCY WITHHOLDING	12549.40
			TOTAL	35888.36
06/27/2017	0073	0074	PAYROLL	6052.63
06/27/2017	0073	0075	AGENCY WITHHOLDING	2828.49
			TOTAL	8881.12

; and

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

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
6/29/2017	0075	0078	Unemployment Trust	1775.98
	0075	0078	Unemployment Trust	0.00
6/13/2017	0075	2178	Flexible Spending Account	30.00
6/13/2017	0075	2178	Flexible Spending Account	127.50
6/27/2017	0075	0073	Chapter 78 Catch Up	179.15
6/27/2017	0075	0073	Chapter 78	16340.38
	0073	0075	TPAF Shortage	0.00
	6705	0073	Change Order Fund 30 Turf Repair	0.00

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6/15/2017	0075	2178	Flexible Spending Account	127.50
6/15/2017	0075	2178	Flexible Spending Account	30.00
TOTAL				18,610.51

; 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 **June 21, 2017 to July 18, 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).

***** ***** *****
**TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION**

Joseph M. Bucs, President

ATTEST:

Casey DeJoseph
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, July 18, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

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

Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting

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Not Voting due to Conflict. Quorum =

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-009

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

Casey DeJoseph

Springfield Township Board of Education
Jobstown, NJ 08041
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Business Administrator/Board Secretary

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-010

**RESOLUTION APPROVAL OF THE REPORT OF THE
TREASURER OF SCHOOL MONIES FOR JUNE 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 JUNE 2017 Report of the Treasurer of School Monies is hereby accepted and approved.

**TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION**

Joseph M. Bucs, President

ATTEST:

Casey DeJoseph
Business Administrator/Board Secretary

Springfield Township Board of Education
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K. AUTHORIZING THE EXECUTION OF A GRANT ACCEPTANCE NOTIFICATION FOR IDEA PART B FOR THE 2017-2018 FISCAL YEAR

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-011

**RESOLUTION AUTHORIZING THE EXECUTION OF A
GRANT ACCEPTANCE NOTIFICATION (GAC)
INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA-B)
FISCAL YEAR 2017-2018**

WHEREAS, the Township of Springfield Board of Education approved participation in the **Fiscal Year 2018** funding under the provisions of the **Individuals with Disabilities Education Act (IDEA-B) Combined Grant**; and

WHEREAS, the Board of Education wishes to formally accept the following grant award for the program duration **July 1, 2017 through June 30, 2018**:

Basic Ages 3-21 Grant	\$70,140
Pre-School Ages 3-5	\$5,037
Nonpublic Allocation	\$0

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Business Administrator/Secretary to the Board is authorized to execute the "Grant Acceptance Certificate" (GAC) for the funding under the Individuals with Disabilities Education Act (IDEA-B) Combined Grant and those amounts are as above indicated.

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

**TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION**

Joseph M. Bucs, President

ATTEST:

**Springfield Township Board of Education
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Casey DeJoseph
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, July 18, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

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

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

Casey DeJoseph
Business Administrator/Board Secretary

{SEAL}

PERSONNEL & NEGOTIATIONS

MOTION TO AMEND ITEM LETTER "A" – DOLLAR AMOUNT CORRECTION

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

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, July 18,**

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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 =

Casey DeJoseph
Business Administrator/Board Secretary

{SEAL}

**A. AMEND THE APPROVED APPOINTMENTS OF STAFF TO CONDUCT 2017-2018
PRESCHOOL, KINDERGARTEN, AND NEW STUDENT ORIENTATION AND CERTIFYING A
TRANSFER OF FUNDS**

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #16/17-RM-171-110-379a

**RESOLUTION AMENDING THE APPROVED APPOINTMENTS OF STAFF
TO CONDUCT THE 2017-2018 PRESCHOOL, KINDERGARTEN, AND NEW STUDENT ORIENTATION
AND ACCOMPANYING TRANSFER OF FUNDS**

WHEREAS, the Board of Education wishes to approve the appointment of staff to cover the FY2017-2018 preschool, kindergarten, and new student orientation; and

WHEREAS, the Superintendent of Schools makes the following recommendation for said appointments at the compensation rate and dedicated hours so listed:

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Staff Member	Rate of Pay	Hours	Total Compensation
Jillian Bencivengo-Teacher	\$40.00	2	\$80.00
Barbara Pine-Teacher	\$40.00	2	\$80.00
Tracy Seitz-Teacher	\$40.00	2	\$80.00
JoAnn Ricciani-School Nurse	\$40.00	2	\$80.00
Karen Wassall – Bus Driver	\$20.00	2	\$40.00
Heather Schwarzwaldner -Aide	\$20.00	2	\$40.00
TOTAL			\$ 400.00

; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the appointments for the preschool, kindergarten, and new student orientation positions, submitted upon the recommendation of the Superintendent of Schools, are hereby approved.

CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-110-100-101-050-110-0	
Account Title	K ORIENT PAY	
Certification Date	May 25, 2017	
Beginning Balance		450.00
Contract Encumbrance Account		-400.00
Revised Balance		50.00
Transfer Fr Account Number	11-110-100-101-050-104-0	
Transfer Fr Account Title	K TCH SUB PAY	
Transfer Fr Opening Balance	850.00	
Transfer Fr/To Amount	-30.00	30.00
Transfer Fr Ending Balance	820.00	
Ending Balance		80.00

Fiscal Notes:

Casey DeJoseph
Business Administrator/Board Secretary

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TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

Joseph M. Bucs, President

ATTEST:

Casey DeJoseph
Business Administrator/Board Secretary

B. APPROVE & AUTHORIZE PAYMENT OF STIPEND POSITIONS FOR THE 2017-2018 SCHOOLYEAR

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-012

**RESOLUTION APPROVING THE CHIEF SCHOOL ADMINISTRATOR'S
RECOMMENDATION FOR THE CERTAIN 2017-2018 HOURLY POSITIONS
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT**

WHEREAS, the Chief School Administrator has identified the need for the below hourly positions for the 2017-2018 school year and recommends approval to the Board of Education:

1. Appointment of Before School Student Monitoring Aide for the 2017-2018 School Year

Employee	Time / Duration	Rate
Margaret Gonzalez	30 minutes per day	\$20 per hour

2. Appointment of AM & PM Bus Aides

Employee	Time / Duration	Rate
Virginia Grupp	AM route – 45 minutes	\$20 per hour
Denise Buffa	AM route – 45 minutes	\$20 per hour
Annette Capra	PM route – 45 minutes	\$20 per hour
Heather Schwarzwald	PM route – 45 minutes	\$20 per hour

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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 hourly positions are hereby approved.

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

Joseph M. Bucs, President

Casey DeJoseph
Business Administrator

C. APPROVE AND AUTHORIZE PAYMENT OF ADDITIONAL COMPENSATION DUE TO CREDITS EARNED AND APPROVING A TRANSFER OF FUNDS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-013

**RESOLUTION APPROVING ADDITIONAL COMPENSATION DUE TO CREDITS EARNED
UNDER PROVISIONS OF THE AGREEMENT BETWEEN
THE SPRINGFIELD TOWNSHIP BOARD OF EDUCATION AND
THE SPRINGFIELD TOWNSHIP EDUCATION ASSOCIATION
AND APPROVING A TRANSFER OF FUNDS**

WHEREAS, the collectively negotiated agreement between the Springfield Township Board of Education and the Springfield Township Education Association requires the movement on scale for all recognized titles upon the earning of certain credit levels; and

WHEREAS, Heather Pence, First Grade Teacher, has notified the Board of Education that **she has earned eighteen (18) credits past a bachelor's degree** and verification has been made through receipt of a copy of an official school transcript; and

WHEREAS, the Springfield Township Board of Education wishes to have said salary adjustment from **BA Step 8 (\$57,950) to BA Step 8 +18 (\$59,000)** which is an increase in the base salary of **one thousand fifty dollars (\$1050)** for the **2017-2018** school year; and.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Business Administrator/Secretary to the Board is hereby

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authorized to make the above outlined adjustments to the compensation level of the designated employees.

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

CERTIFICATION OF AVAILABILITY OF FUNDS

<u>Category</u>	<u>Description</u>	<u>Amount</u>
Name of Account	GRD 1-5 1st TCH SAL	
Account Number	11-120-100-101-050-101-4	
Certification Date		
Beginning Encumbrance		57950.00
Contract Encumbrance Increase		1050.00
Revised Encumbrance		59000.00
Line Item Account Deficit		-1050.00
Transfer Fr Name of Account	GRD 1-5 TCH CREDIT PAY	
Transfer Fr Account Number	11-120-100-101-050-113-0	
Transfer Fr Beginning Balance		5250.00
Transfer Fr/To Amount		-1050.00
Transfer Fr Ending Balance		4200.00
Ending Balance		0.00

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

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, July 18, 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

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

Casey DeJoseph
Business Administrator/Board Secretary

{SEAL}

D. ACCEPT RETIREMENT NOTICE AND AUTHORIZE POSTING OF VACANCY

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-016

**RESOLUTION ACCEPTING THE RETIREMENT NOTICE
OF AN ART TEACHER – PCR #:V-ART001
FOR THE SPRINGFIELD TOWNSHIP SCHOOL**

WHEREAS, the Superintendent of Schools received official retirement notice from **Clarene Spennato, Art Teacher, Springfield Township School**

; and

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

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

VACANCY/NEW POSITION	CERTIFICATION REQUIREMENT	POSTING NUMBER
Art Teacher	Certificate	#17/18-199-215-ART/RPL

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

CERTIFICATION OF ACCUMULATED SICK LEAVE PAYMENT

YEARS OF SERVICE	ACCUMULATED SICK	ACCUMULATED PERSONAL	TOTAL	PER DIEM RATE	TOTAL PAYOUT
32 Years and	255.75	0	200	\$50	\$10,000

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10 Months					
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* Maximum Days Payout = 200

*This information is based on time taken as of July 6, 2017.

BE IT FINALLY RESOLVED that the Business Administrator/Board Secretary shall budget the sum of ten thousand dollars (\$10,000) under line item number 11-000-291-290-000-101-0 – UNDIST ART RETIRE COMP.

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

TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

Joseph M. Bucs, President

ATTEST:

Casey DeJoseph
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, July 18, 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 =

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Casey DeJoseph
Business Administrator
[Authorized Representative]

{SEAL}

CURRICULUM & TECHNOLOGY

A. APPROVE TRAVEL AND RELATED EXPENSE REIMBURSEMENT FOR SPRINGFIELD TOWNSHIP SCHOOL DISTRICT EMPLOYEES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-199-019

**RESOLUTION APPROVING TRAVEL AND RELATED EXPENSE REIMBURSEMENT
FOR SPRINGFIELD TOWNSHIP SCHOOL DISTRICT EMPLOYEES
PURSUANT TO P.L. 2007, C.53 AND BOARD OF EDUCATION POLICY #6471**

WHEREAS, Public Law 2007, c.53 provides for the regulation of travel expenditures which are those costs paid by the school district using local, State, or federal funds, whether directly by the school district or by employee reimbursement, for travel by school district employees and district board of education members, to the following four types of travel events:

- [1] training and seminars which means all regularly scheduled, formal residential and non-residential training functions, conducted at a hotel, motel, convention center, residential facility, or at any educational institution or facility;
- [2] conventions and conferences which means general programs, sponsored by professional associations on a regular basis. Which address subjects of particular interest to a school district or are convened to conduct association business. The primary purpose of employee attendance at conferences and conventions is the development of new skills and knowledge or the reinforcement of those skills and knowledge in a particular field related to school district operations. These are distinct from formal staff training and seminars, although some training may take place at such events;
- [3] regular school district business which means all regular official business travel, including attendance at meetings, conferences and any other gathering which are not covered by the definitions included in other section of P.L. 2007, c.53;
- [4] retreats which means meetings with school district employees and school board members, held away from the normal work environment at which organizational goals

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and objectives are discussed. If available, school district facilities shall be utilized for this type of event.

; and

WHEREAS, a board of education implemented Policy #6471 which regulates travel expenditures for School District employees and school board members that are in accordance with P.L. 2007, c.53;

WHEREAS, each district board of education shall maintain separate accounting for school district travel expenditures as necessary, to ensure compliance with the school district's maximum travel expenditure amount. This may include, but need not be limited to, a separate offline accounting of such expenditures or expanding the school district's accounting system. The tracking system shall be sufficient to demonstrate compliance with P.L. 2007, c.53 and Board of Education Policy #6471, and shall provide auditable information;

WHEREAS, the below listing has been submitted for approval by the Board of Education:

Employee Name	C. Vaughn
District Assignment	CSA
Travel Date(s)	7/27/17
Travel Destination	Hamilton Tech Ct
Travel Type	Automobile
Sponsoring Entity	State of NJ
Event Description	School Preparedness & Emergency Planning
Funding Source	Current
Account Series	11-000-223-500
Registration Fee	0.00
Meal Allowance	0.00
Mileage Estimate	8.56
Tolls & Other Transportation	0.00
Hotel/Motel Rate	0.00
Miscellaneous Exp (Parking)	0.00
TOTAL	8.56

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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, that the above delineated travel expenses are hereby approved.

CERTIFICATION OF AVAILABILITY OF FUNDS

Category	Description	Amount
Expend Account Number	11-000-223-500-050-280-1	
Account Title	STF TRAIN WRKSHP REG	
Certification Date	July 1, 2017	
Beginning Balance		2300.00
Contract Encumbrance Amount		-8.56
Ending Balance		2291.44

Fiscal Notes:

Casey DeJoseph
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, July 18, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Andrew Eaton			X					1
2	Wade Hale, Vice President			X					2
3	Kristen Lippincott			X					3
4	Gregory Madia						X		4
5	Michael Ramalho			X					5

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6	James Specca		X	X					6
7	Gary Walker			X					7
8	Jennifer Webb	X						X	8
9	Joseph Bucs, President			X					9

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

Casey DeJoseph
Business Administrator
[Authorized Representative]

POLICIES & PROCEDURES

A. APPROVE POLICY AND REGULATION REVISIONS UPON SECOND READING & ADOPTION

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-015

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

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

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

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

File Code	Name
Policy 1240	Evaluation of Superintendent

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Regulation 1240	Evaluation of Superintendent
Policy 3126	District Mentoring Program
Regulation 3126	District Mentoring Program
Policy 3221	Evaluation of Teachers
Regulation 3221	Evaluation of Teachers
Policy 3222	Evaluation of Teaching Staff Members, Excluding Teachers & Administrators
Regulation 3222	Evaluation of Teaching Staff Members, Excluding Teachers & Administrators
Policy 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
Regulation 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
Policy 3224	Evaluation of Principals, Vice Principals, and Assistant Principals
Regulation 3224	Evaluation of Principals, Vice Principals, and Assistant Principals
Policy 3240	Professional Development for Teachers and School Leaders
Regulation 3240	Professional Development for Teachers and School Leaders
Policy 5610	Suspension
Regulation 5610	Suspension
Policy 5620	Expulsion
Policy 7424	Bed Bugs
Regulation 7424	Bed Bugs
Policy 8505	Local Wellness Policy / Nutrient Standards for Meals and Other Foods
Policy 8550	Unpaid Meal Charges / Outstanding Food Service Charges
Policy 6311	Contracts for Goods or Services Funded by Federal Grants

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

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

TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

Joseph M. Bucs, President

ATTEST:

Casey DeJoseph

**Springfield Township Board of Education
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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, July 18, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

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

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

Casey DeJoseph
Business Administrator
[Authorized Representative]

FACILITIES, SECURITY & TRANSPORTATION
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A. APPROVE & ACCEPT MONTHLY FIRE & SECURITY DRILLS FOR JUNE 2017

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-014

**RESOLUTION CERTIFYING THAT MONTHLY FIRE AND SCHOOL SECURITY DRILLS
HAVE BEEN CONDUCTED IN ACCORDANCE WITH N.J.S.A. 18A:41-1**

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WHEREAS, N.J.S.A. 18A:41-1 requires that school administrators shall organize and conduct at least one fire drill and one school security drill each month within the schools hours, including any summer months during which the school is open for instructional programs; and

WHEREAS, all teachers of all schools, whether occupying buildings of one or more stories, shall keep all doors and exits of their respective rooms and buildings unlocked during the school hours, except during an emergency lockdown or an emergency lockdown drill; and

WHEREAS, during the academic year, schools are required to hold a minimum of two of each of the following security drills: Active Shooter; Evacuation (non-fire); Bomb Threat; and Lockdown; and

WHEREAS, districts are required to annually submit the "Security Drill Statement of Assurance: provided by the Department of Education to their county office of education by June 30 of each year; and

WHEREAS, the "Security Drill Record Form" provided by the Department of Education shall be completed by all schools and retained at the district level. The following information is required:

1. Date and time;
2. Type (specify what was drilled);
3. Duration;
4. Weather conditions;
5. Participants (i.e. students, staff, faculty, law enforcement, fire);
6. Brief description of what occurred and procedures followed.

; and

WHEREAS, the following is a summary table of the fire and school security drills recently conducted in the School District:

June 2017

Date / Time	6/9/17 2:23 PM	6/13/17 9:42 AM	
Type of Drill	On-Site Evacuation	Fire Drill	
Duration of Drill	7 minutes	58 seconds	
Weather Conditions	Sunny 80's	Sunny 90's	
Participants	Students/Staff	Students/Staff	
Drill Supervisor	C. Vaughn/S. Dennis	C. Vaughn/S. Dennis	

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that it hereby certifies that the above monthly fire and school security drills have been conducted in accordance with N.J.S.A. 18A:41-1.

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BOARD OF EDUCATION

Joseph M. Bucs, President

ATTEST:

Casey DeJoseph
Business Administrator/Board Secretary

B. AUTHORIZE SUBMISSION OF AN APPLICATION FOR DUAL USE OF EDUCATIONAL SPACE

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-199-018

**RESOLUTION AUTHORIZING THE SUBMISSION
OF AN APPLICATION FOR DUAL USE OF EDUCATIONAL SPACE
PURSUANT TO THE REQUIREMENTS OF
THE NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM
FOR THE 2017-2018 SCHOOL YEAR**

WHEREAS, the Quality Single Accountability Continuum (QSAC) is the Department of Education's monitoring and evaluation system for public school districts. The system shifts the monitoring and evaluation focus from compliance to assistance, capacity-building and improvement. It is a single comprehensive accountability system that consolidates and incorporates the monitoring requirements of applicable state laws and programs and complements federally required improvements.

WHEREAS, the requirements of Temporary (leased buildings or TCUs - 6A:26-3.13), Dual Use and Change of Use spaces have required approvals in place are part of the NJQSAC Checklist.; and

WHEREAS, the below Application details the request for dual use of educational space.

APPLICATION FOR DUAL USE OF EDUCATIONAL SPACE

2017-2018 SCHOOL YEAR

This form is to be used when educational space is required but limited. Dual use of educational spaces is permitted under limited circumstances wherein two small group classes of similar nature separated by a movable divider are operating simultaneously

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within the same educational space. Permission to operate a dual use educational space must be obtained from the Executive County Superintendent annually.

County: Burlington District: Springfield Township

School: Springfield Township Elementary School

Room Number/Name: 13 State Approved Use: Instruction

Requested Use: Basic Skills Instruction And: Basic Skills Instruction

Number of students and teachers (total) in each group: Student/Teacher And: Student/Teacher

Description of movable divider used (e.g. height, length, bookshelf, acoustical, etc.): Bookshelf

Submit the following with this application:

A sketch of the space showing room size, location of exit doors, fire detection systems, ventilation systems and divider, must accompany this form.

The Board of Education approved the Dual Use Application for the 2017-2018 school year on 7/18/2017 (Date).

*****A COPY OF RESOLUTION FROM MINUTES MUST BE ATTACHED*****

Certified by: _____
(Chief School Administrator) (Date)

(School Business Administrator) (Date)

FOR EXECUTIVE COUNTY SUPERINTENDENT'S USE ONLY:

Date of Inspection by County Office: _____

Inspected by: _____

_____ Approved as is _____ Not approved

_____ Approved subject to the following conditions: _____

(Executive County Superintendent)

Revised (8-14-13) County Office

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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 Superintendent of Schools and the Interim Business Administrator are hereby authorized to execute and submit an Application for Dual Use of Educational Space for the **2017-2018** school year.

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

TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

Joseph M. Bucs, President

ATTEST:

Casey DeJoseph
Business Administrator/ 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 July 18, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

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

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

Casey DeJoseph

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Business Administrator
[Authorized Representative]

{SEAL}

UNFINISHED BUSINESS MATTERS

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NEW BUSINESS MATTERS

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Discussion of 17/18 BOE goals:

Mrs. Lippincott stated she would like to see a goal utilizing actual numbers to develop the proposed budget. She asked about utilizing our capital/maintenance reserve accounts.

Mr. Ramahlo stated he would like to see a vision/strategic plan which also aligns our budget and facilities with this plan.

Mr. Hale stated he would like to see a comparison between the budgeted, adjustments, encumbrances, and balances, versus the amounts left over.

Mr. Specca stated that we should take a deeper look at our numbers rather than just adding 2%. He hopes that at the end of the year there is a cushion built in.

Mr. Eaton made a comment in regards to budget development that relates to cutting off our spending on February 1st; he stated that our capital reserve and maintenance reserve should dovetail with our long range facilities plan; therefore there should be a policy or goal that covers what expenses the board should expect to see. Mr. Eaton would like to memorialize the path of information, dates, etc. for the Business Office, and create a timeline, possibly a welcome packet for new Board Members.

Mr. Hale also mentioned an email he forwarded to Mr. Vaughn, regarding STEAM/STEM grants and whether or not these may be available to our district.

Mrs. Webb asked whether or not the Board is free to adopt goals whenever or if there is a mandated deadline to do so.

Mr. Ramahlo asked whether or not the community understands what is going on with our state funding. He would like to see a communication or community outreach goal and also made a comment about feeding ducks.

Mr. Bucs made a comment about board communication and the possibility of posting board updates on our website quarterly.

PUBLIC COMMENT #2– SHALL NOT EXCEED THIRTY (30) MINUTES
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Mr. Pantano asked why the public comment section is located where it is on the agenda. Mr. Bucs responded. Mr. Pantano also asked why the Superintendent's merit goals discussion is being held in executive session, he feels that merit goals should be public knowledge. Mr. Vaughn responded,

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explained the approval process, and informed Mr. Pantano that since the merit goal discussion pertains to the Superintendent's contract, it should be discussed in executive session.

MOTION TO ENTER EXECUTIVE SESSION	TIME:	8:50 PM
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***** *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, July 18, 2017** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

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

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

MOTION TO RETURN TO REGULAR SESSION & ADJOURN	TIME:	9:33 PM
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***** *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, July 18, 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

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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 =

Respectfully submitted,

Casey DeJoseph
School Business Administrator/Board Secretary

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION

Casey DeJoseph
Secretary to the Board

{SEAL}