CALL TO ORDER	TIME	7:01 P.M.

A **Special Meeting** of the Springfield Township Board of Education will be held on **Monday, July 24, 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.

PLEDGE OF ALLEGIANCE

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

ROLL CALL OF BOARD MEMBERS AND STAFF

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

Others present:

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

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.

FINANCE & BUDGET

A. ADOPT BUDGET ADJUSTMENT PLAN

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-SM-205-023

RESOLUTION ADOPTING A BUDGET ADJUSTMENT PLAN
IN RESPONSE TO REDUCTIONS IN STATE AID FOR THE 2017-2018 SCHOOL YEAR
IN ACCORDANCE WITH N.J.A.C.6A:23A-13.3

WHEREAS, any district notified of a reduction in state aid must reduce its budgetary basis state aid revenue and receivable for 2017-18. Districts experiencing a reduction in state aid have the following options (described in greater detail below):

1. Use surplus to maintain budgeted appropriations;
2. Reduce appropriations for 2017-18; or
3. A combination of 1 and 2, above.

WHEREAS, each Board of Education or Board of Trustees must hold a public meeting to adopt a plan to address the state aid reduction no later than **August 1, 2017**; and

WHEREAS, all districts that received a reduction in state aid are required, by **August 7, 2017**, to submit the following to the county office:

- A narrative detailing the budget adjustment plan to be implemented in response to the state aid reduction;
- A worksheet detailing the line items and accounts impacted by the plan; and
- A copy of the board resolution adopting the plan.

WHEREAS, the Board of Education received notification of a reduction in state aid the Board has chosen to reduce appropriations; and

WHEREAS, A "Transfer's Worksheet" has been completed and submitted electronically to the District's County Office by **August 1, 2017**; and a detailed narrative of the proposed budget adjustment plan along with a summary of line items and accounts impacted by the plan are listed below:

Detailed Narrative:
In response to the notification of a state aid reduction in the amount of $24,311, the Springfield Township Board of Education's budget reduction plan will be implemented as detailed below:

- Reduced salary and benefit lines reflect breakage recently made available due to a late retirement submission. Notice of this teacher's intent to retire was given after the 2017-2018 budget was approved by our Board of Education.

- The following budget line items and accounts have been impacted by the plan:

Line Description	Account	FY18 Amount Original Budget	Adjustment	Revised FY18 Amount
Kindergarten - Salaries of Teachers	11-110-100-101	190,256	-2,860	187,396
Grades 1-5 - Salaries of Teachers	11-120-100-101	871,036	-14,300	856,736
Grades 6-8 - Salaries of Teachers	11-130-100-101	182,178	-2,860	179,318
Health Benefits	11-000-291-270	868,524	-4,291	864,233

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that the Budget Adjustment Plan for the **2017-2018 School Year** be submitted to the New Jersey Department of Education in accordance with N.J.A.C. 6A-23A-13.3.

BE IT FURTHER RESOLVED that a true copy of this Resolution along with an electronic copy of the Transfers Worksheet will be forwarded to the Office of the Burlington County Executive Superintendent of Schools.

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TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

_____
Joseph M. Bucs, President

ATTEST:

_____
Casey DeJoseph
Business Administrator/ Secretary

MOTION TO TABLE RESOLUTION #205-024 UNTIL WORK SESSION ON 8/9/2017

********** ***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 **Special Meeting held on Monday, July 24, 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 =

MOTION TO APPROVE RESOLUTION #205-023

************** ***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 **Special Meeting held on Monday, July 24, 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 =

B. <u>APPROVING CORRECTIVE ACTION P[LAN IN RESPONSE TO OFAC FINDINGS</u>

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-SM-205-024

RESOLUTION APPROVING A CORRECTIVE ACTION PLAN
IN ACCORDANCE WITH N.J.S.A. 18A:18A-21a

WHEREAS, N.J.S.A. 18A:18A-21a requires that all advertisements for bids shall be published in an official newspaper sufficiently in advance of the date fixed for receiving the bids to promote competitive bidding, but in no event less than 10 days prior to such date. For all contracts, the date fixed for receiving the bids shall not fall on a Monday, or any day directly following a State or federal holiday.; and

WHEREAS, the Department of Education, Office of Fiscal Accountability and Compliance have completed a review of the Unbundled – Exterior Closure, Plumbing Project (project) at the Springfield Township Elementary School in Springfield Township School District; and

WHEREAS, it was recommended that the District develop and submit to the Office of Fiscal Accountability and Compliance (OFAC) a Corrective Action Plan (CAP) that will identify the procedures the District will implement to ensure future compliance with N.J.S.A. 18A:18A-21a.; and

WHEREAS, the Springfield Township Board of Education is required pursuant to N.J.A.C. 6A:23A-5.6, to publicly review and discuss the findings in this report at a public board meeting no later than thirty days after the receipt of the report. Within thirty days of the public meeting, the Board must adopt a resolution certifying that the findings were discussed in a public meeting and approving a Corrective Action Plan to address the issues raised in the report and/or submit and appeal of any findings in dispute.; and

WHEREAS, the following Corrective Action Plan for the Township of Springfield School District:

CORRECTIVE ACTION PLAN

NAME OF DISTRICT:	Springfield Township
DATE OF MEETING:	July 24, 2017
CONTACT PERSON:	Casey DeJoseph, Business Administrator
TELEPHONE NUMBER:	(609) 723-2479
COUNTY:	Burlington

N.J.S.A. SECTION	SECTION DETAIL	CORRECTIVE ACTION PLAN	RESPONSIBLE PERSON(S)
18A:18A-21a	Except as provided in section 5 of P.L.1985, c.490 (C.18A:18A-55), all advertisements for bids shall be published in an official newspaper sufficiently in advance of the date fixed for receiving the bids to promote competitive bidding, but in no event less than 10 days prior to such date. For all contracts, the date fixed for receiving the bids shall not fall on a Monday, or any day directly following a State or federal holiday.	For each bid to be advertised, the Business Administrator shall put in place a procedural checklist detailing the following: • specific dates upon which all advertisements for bids must be placed / submitted • specific publications whereupon bids shall be advertised • fixed due dates for receiving bids (not in conflict with provisions regarding Mondays or following holidays as detailed in 18A:18A-21a) In order to ensure compliance with N.J.S.A. 18A:18A-21a, the Business Administrator shall submit the completed checklist to the Superintendent of Schools for review and approval. Upon the Superintendent's approval and signature, the checklist will be submitted to the Board of Education via resolution for	Business Administrator Superintendent of Schools Board of Education

		certification.	

************ CERTIFICATION OF CHIEF SCHOOL ADMINISTRATOR ************

I, Craig Vaughn, Chief School Administrator, hereby certify the contents of this Resolution, as a Corrective Action Plan in response to Public School Contracts Law Violation – OFAC Case #INV-020-17.

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Craig Vaughn
Chief School Administrator
Superintendent of Schools

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that the Corrective Action Plan in response to Public School Contracts Law Violation – OFAC Case #INV-020-17, be submitted to the New Jersey Department of Education in accordance with N N.J.S.A. 18A:18A-21 et seq.

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TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION

_____
Joseph M. Bucs, President

ATTEST:

_____
Casey DeJoseph
Business Administrator/ Secretary

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

None.

MOTION TO ADJOURN	**TIME:**	**7:15 PM**

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

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	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 =

_____
Casey DeJoseph
Business Administrator
[Authorized Representative]

{SEAL}