

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, February 20, 2018** 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	Joseph Bucs	X			1
2	Kristen Lippincott, Vice President	X			2
3	Andrew Eaton	X			3
4	Gregory Madia	X			4
5	Michael Ramalho	X			5
6	Gary Walker	X			6
7	Jennifer Webb	X			7
8	Eric Eaton			X	8
9	Wade Hale, President	X			9

Others present:

[X] Craig Vaughn, Chief School Administrator
[X] Casey DeJoseph, School Business Administrator / Board Secretary
[] Joe Knewasser, Interim Educational Facilities Manager
[]

SCHOOL AND COMMUNITY PRESENTATIONS

None

MOTION FOR THREE MINUTE RECESS	TIME	7:02 P.M.
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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, February 20, 2018** 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	Joseph Bucs	X		X					1
2	Kristen Lippincott, Vice President			X					2
3	Andrew Eaton			X					3
4	Gregory Madia		X	X					4
5	Michael Ramalho			X					5
6	Gary Walker			X					6
7	Jennifer Webb			X					7
8	Eric Eaton						X		8
9	Wade Hale, 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

RETURN TO ORDER	TIME	7:06 P.M.
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COMMITTEE UPDATES

NEGOTIATIONS:

Mr. Andrew Eaton provided a Negotiations Update and shared with the Board and the public a power point presentation of what has transpired during the negotiations process. The presentation illustrated a list of meeting dates (9), a synopsis of tentative agreements made, a cost analysis which included costing out the STEA's proposals. The presentation also indicated that the STEA filed for impasse, however, it was the Negotiation's Committee's belief that they are not at impasse. The presentation concluded with an outline of what Mr. Eaton's understanding of the mediation process. **A copy of the presentation is available as part of these meeting minutes, labeled as Appendix A Meeting Minutes 2.20.18 Negotiations Update.**

BUDGET & FINANCE:

Mr. Bucs provided a brief overview of the Budget & Finance Committees activities over the last month. He stated that the committee has met twice in the past month and has been looking into capital projects and should have a more comprehensive report at the next board meeting.

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.

Mrs. Sandi Secouler, STEA President, stated that as per the Negotiation Ground Rules the board is not allowed to discuss specifics of the ongoing negotiations. She stated that she is deeply saddened by Mr. Eaton's proposal and clarified the definition of impasse and the impasse process. She further expressed her sadness over the board's inability to work together and stated that never in her twenty-four years as she ever experienced a board so unwilling to work with the teachers at the school. She stated that she has dedicated her entire teaching career to Springfield Elementary School and the children that attend the school.

Vicki Aaronson asked questions about the presentation provided by Mr. Bucs at the last board meeting. She stated his presentation indicated there were thirty-four teachers and asked for a breakdown relating to their responsibilities, for example, are they regular ed teachers, special ed, instructional aides, etc., and whether or not we are under or overstaffed. She asked for clarification from Mr. Bucs regarding "Enrollment Group 1," Mr. Bucs stated that he would get back to Ms. Aaronson and the administration would get back to her regarding the teacher breakdown.

Mr. Andrew Eaton responded to Mrs. Secouler's statements by saying he has respect for the profession and he himself could not do it. He stated that he would research the process, and it was his understanding that we are waiting for a mediator to be assigned. He claimed we are at a standstill until that happens.

Mrs. Secouler responded to Mr. Eaton's statements, and stated that the board has chosen what information to share, which has been skewed to the board's benefit. She also asked why the board has not reached out to hold additional meetings if the board felt that they are still willing to negotiate.

Mr. Wayne Smith provided the board and the public with a handout related to the Creator Lab Steering Committee. He expressed his interest in the school hosting a black and white newspaper fashion show; he explained "Foldscope" and stated they are only about \$1 each and a great way to bring science into the classroom. He spoke about his conversations with Nextfab in Philadelphia and their 3D printer research and an item called a Lulz Robot which costs about \$3,000 each.

Tracy Leonard asked about the summer camp program and what happens with the district's plans to host a summer camp if the teachers and the board cannot come to an agreement. She also asked what is going to happen with programs for the children, after school clubs, etc. Her concern is for the kids, what will happen with the students what will they lose if an agreement isn't made. Mr. Vaughn will follow-up with Ms. Leonard in regards to her question about summer camp.

Nicole Kaiser asked for the reasoning behind preschoolers not being included in summer camp. Mr. Vaughn responded that he felt it was a lot for small children to be at the school for a long period of time, as well as staffing concerns over only having one preschool teacher. He felt that for the safety of the students it was best to have kids that are familiar with the school and staff. The concept is to band kids together by age group, to add preschoolers to it, would be a tough mix at this time, being the first time having the program, but Mr. Vaughn stated that we would consider looking into it for next year.

Melissa Porcelli asked what was going to happen with retirements and class sizes. She asked for an update or if there were any answers the board could provide at this time. Mr. Hale responded that the board is looking at a number of options.

Mr. Wayne Smith suggested purchasing a large 3D printer and have parent interaction; he spoke about a company in Denmark that has virtual labs for kids and with a \$9 fee you can try it out, the child can

participate and operate as a scientist; he also spoke about Babylab, which is the latest evaluation on how children learn, held at Princeton on Monday at 6pm.

CORRESPONDENCE

Four items of correspondence is in the drive:

1. Retirement Letter from Mrs. Deborah Webster
2. Retirement Letter from Mrs. Karen Wassall
3. Letter to the Board from Vicki Aaronson
4. Letter of commendation regarding Mrs. Rebecca Schweitzer's work with the Burlington County Crisis Response Team

SUPERINTENDENT UPDATE & IMPORTANT DATES

Mr. Vaughn stated that last week the school hosted "Penny Wars" and raised a final amount of \$702 which would be awarded to the local charity, Jillian's Jitterbugs. It will be a highlight to have the assembly and he's excited to give the check to Jillian's Jitterbugs. Mr. Vaughn also stated that we celebrated the 100th day of school and the preschoolers knocked it out of the park. One little girl had a homemade walker, equipped with tennis balls, he also stated that one of the board member's children looked like a shrunk version of his father. He stated that there would be two articles in the Burlington County Times, one for Olympic Spirit Day and another for the student council's trip to the food pantry. Mr. Vaughn wanted to highlight that next week the fourth graders would be attending Blue Light Digital Sound in Mount Holly where they will get to go into the recording booth and watch the editing process. On Monday and Tuesday 3rd and 4th graders will be hosting a recycled cardboard amusement park, he stated that he tried it at a PD event to run through it, the kids get a budget and can purchase items, the games are set up in the cafeteria. Next week is Read Across America on Friday the school will be hosting guest readers.

APPROVAL OF MINUTES

WORK SESSION/REORGANIZATION MEETING - Wednesday, January 3, 2018

EXECUTIVE SESSION MEETING - Wednesday, January 3, 2018

REGULAR MEETING - Tuesday, January 16, 2018

CERTIFICATION OF THE BOARD SECRETARY

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February 20, 2018** 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	Joseph Bucs	X		X					1
2	Kristen Lippincott, Vice President		X	X					2
3	Andrew Eaton			X					3
4	Gregory Madia			X					4
5	Michael Ramalho			X					5
6	Gary Walker			X					6
7	Jennifer Webb							X	7
8	Eric Eaton						X		8

9	Wade Hale, 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 = 5

SUPERINTENDENT'S REPORT (ENROLLMENT & HIB REPORT)

A. ACCEPTING ENROLLMENT STATISTICS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-178

RESOLUTION ACCEPTING ENROLLMENT STATISTICS

AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF JANUARY 2018

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, 2017	Count <u>January 31, 2018</u>	Difference
11-105-100-101-101-105	Pre-School Regular	14	20	+6
11-110-100-101-101-110	Kindergarten	28	23	-5
11-120-100-101-101-401	First Grade	25	24	-1
11-120-100-101-101-402	Second Grade	28	27	-1
11-120-100-101-101-403	Third Grade	31	26	-5
11-120-100-101-101-404	Fourth Grade	25	29	+4
11-120-100-101-101-405	Fifth Grade	34	26	-8
11-130-100-101-101-406	Sixth Grade	45	32	-13
11-212-100-101-101-100	Multiple Disabled	4	7	+3
11-215-100-101-101-100	Pre-School Disabled PT	3	3	0
11-000-100-56X-60X-XXX	Out-of-District Placement	2	2	0
	TOTAL	239	219	-20

Month	Enrollment	Monthly Change
June 2017	239	
July 2017	215	-24
August 2017	218	+3
September 2017	218	0
October 2017	218	0
November 2017	218	0
December 2017	217	-1
January 2018	219	+2
February 2018		

;and

March 2018		
April 2018		
May 2018		
June 2018		
July 2018		

NOW,

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

B. APPROVING MONTHLY HIB REPORT

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-051-179

**RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT
FOR THE MONTH OF JANUARY 2018
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 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 **JANUARY 2018**:

School Location	# of Cases Reported	# of Cases Confirmed
Springfield Elementary School	2	0

CERTIFICATION OF THE BOARD SECRETARY

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

None.

FINANCE & BUDGET

A. APPROVING THE ANTICIPATED REVENUE REPORT

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-180

**RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT
OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD
FOR THE MONTH OF JANUARY 2018 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 **JANUARY 31, 2018** changes in anticipated revenue amounts and sources as noted on the submitted revenue report.

Casey DeJoseph
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 #17/18-RM-051-181

**RESOLUTION CERTIFYING THAT ANY REMITTANCE TO PURCHASE ORDERS
GREATER THAN THE APPROVED PURCHASE ORDER AMOUNT SHALL BE DETAILED
THROUGH THE APPROVAL OF THE MONTHLY CREDIT/DISBURSEMENT REPORT
PURSUANT TO N.J.A.C. 6A:23A-6.10
AND THAT THE BELOW REPORT IS FOR THE MONTH OF JANUARY 2018**

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that attached **JANUARY 2018** 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-051-182

**RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT
FOR THE MONTH OF JANUARY 2018**

**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 JANUARY 2018 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.

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Jobstown, NJ 08041
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D. CERTIFYING THE EWEG REIMBURSEMENT REQUESTS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION#17/18-RM-051-183

**RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS
FOR THE MONTH ENDING JANUARY 31, 2018**

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

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

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

WHEREAS, the Business Administrator/Secretary to the Board has submits to the Board the following summary for the period ending **JANUARY 31, 2018** for review and certification; and

YEAR	ACCT	GRANT	FUNC	OBJ	DESCRIPTION	AMOUNT	TOTAL
17-18	231	TITLE1A	100	101	SALARIES OF TEACHERS		1499
				610	GENERAL SUPPLIES		0
					TOTAL 100 SERIES		1499

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			200	200	PERSONAL SRV EMP BENEF		75
				500	OTHER PURCHASED SERVICES		0
					TOTAL 200 SERIES		75
					MONTHLY TOTAL		1574
17-18	250	IDEA BSC	100	565	TUIT COUNTY SPEC SERV		1260
				565	TUIT COUNTY SPEC SERV (ESY)		0
					TOTAL 100 SERIES		1260
			200	300	PURCH PROF/TECH SVS		0
					TOTAL 200 SERIES		0
					MONTHLY TOTAL		1260
17-18	251	IDEA PSD	100	565	TUIT COUNTY SPEC SERV		0
					TOTAL 100 SERIES		0
					MONTHLY TOTAL		0
17-18	270	TITLE 2A	200	300	PURCH ED/PROF/TECH SVS		0
					TOTAL 200 SERIES		0
					MONTHLY TOTAL		0

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17-18	270	TITLE 4A	200	600	PURCH ED/PROF/TECH SVS		6271
					TOTAL SERIES		6271
					MONTHLY TOTAL		6271
17-18	450	REAP	200	300	PURCH ED/PROF/TECH SVS		4417
					TOTAL 200 SERIES		4417
17-18	450	REAP	200	500	OTHER PRCH SVS		4317
					TOTAL 500 SERIES		4317
					MONTHLY TOTAL		8734
					TOTAL - ALL GRANTS		17839

REIMBURSEMENT SUMMARY

GRANT PROGRAM	YEAR	TOTAL FUNDS AVAILABLE	EXPENDITURES TO DATE	PRESENT ENCUMB	REMAIN BALANCE
TITLE1A	17-18	41776	9926	9064	22787
IDEA BSC	17-18	70140	49974	19390	776
IDEA PSD	17-18	5037	1120	0	3917

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TITLE 2A	17-18	8975	5599	0	3376
TITLE 4A	17-18	10000	10000	0	0
REAP	17-18	27725	13477	289	13959
TOTAL		163653	90096	28743	44815

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.

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

E. APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-184

**RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
AS OF JANUARY 31, 2018 FOR THE 2017-2018 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;

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

110 ; and

111
112 **WHEREAS,** the Business Administrator/Secretary to the Board reports the following:
113

GRANT	YEAR	CURRENT APPROPR	TOTAL EXPENDED	TOTAL ENCUMBERED/C ARRYOVER	UNEXPENDED DOLLAR BALANCE	UNEXPENDED PERCENT BALANCE
TITLE 1A	17-18	41776	9926	9064	22787	55%
IDEA BSC	17-18	70140	49974	19390	776	9.6%
IDEA PSD	17-18	5037	1120	0	3917	78%
TITLE 2A	17-18	8975	5599	0	3376	38%
TITLE 4A	17-18	10000	10000	0	0	0%
REAP	17-18	27725	13477	289	13959	51%

114
115 ; and

116
117 **WHEREAS,** the following Board of Education comments and/or discussion was had, if any, on the
118 matter of this Resolution:
119

120 **NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of
121 Burlington, State of New Jersey, that the above summary represents the monthly certification of grant
122 expenditures for the program year **2017-2018** Every Student Succeeds Act, IDEA Part B, REAP Grant;
123 and
124

125 **BE IT FURTHER RESOLVED** that a certified copy of this Resolution shall be forwarded to the
126 responsible staff and said staff shall provide the Board of Education with a detailed explanation for any
127 grants that will exceed the fifteen percent (15%) waiver amount at the end of the program year.
128
129

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

Springfield Township Board of Education
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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-051-185

RESOLUTION PROVIDING FOR A SECRETARY TO THE BOARD'S
MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS
FOR THE MONTH OF JANUARY 2018
PURSUANT TO N.J.A.C. 6:20-2.13(d) AND N.J.S.A. 18A:22.8.1

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

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

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

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

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

Pursuant to N.J.S.A. 6:20-2.13(d), I certify that as of JANUARY 31, 2018 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.

G. RATIFYING THE TRANSFER OF FUNDS

**Springfield Township Board of Education
Jobstown, NJ 08041
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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-186

**RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR JANUARY 2018
PURSUANT TO N.J.S.A. 18A:22-8**

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

WHEREAS, it became necessary to transfer funds among certain line items between the monthly meetings of in the month of JANUARY 2018, 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.

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

H. AUTHORIZING PAYMENT OF BILLS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-187

**RESOLUTION AUTHORIZING THE PAYMENT OF BILLS
OF THE GENERAL ACCOUNTS AS CONTAINED
ON THE CHECK REGISTER FOR FEBRUARY 21, 2018
AND ALL BANK/WIRE TRANSFERS FOR THE MONTH OF JANUARY 2018**

WHEREAS, the Business Administrator/Secretary to the Board has submitted a computer printout of the checks registered for payment for the period of JANUARY 17, 2018 to FEBRUARY 21, 2018; 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 –		

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10		FICA REIMBURSEMENT –		
		TOTAL FUND 10		
11	11-000-XXX	UNDISTRIBUTED EXPEND	57	72003.02
	11-150-XXX	REGULAR – HOME INS		
	11-190-XXX	REGULAR PROGRAM UNISTR	17	6447.39
	11-213-XXX	RESOURCE ROOM		
	11-215-XXX	PRESCH. DISAB. PART-TIME		
	11-230-XXX	BASIC SKILLS/REMEDIAL		
	11-403-XXX	OTHER INSTR PROGRAMS		
	11-999-XXX	POSTING ACCOUNTS		
11	11-000-291	HEALTH/RX PAYMENT	2	66086.76
		TOTAL FUND 11	76	144537.17
12	12-000-400	FACILITIES ACQUISITION		
		TOTAL FUND 12		
20	20-231-XXX	TITLE 1A		
	20-250-XXX	IDEA BASIC	3	5320.00
	20-251-XXX	IDEA PRE-SCHOOL		
	20-270-XXX	TITLE 2A	2	1600.00
	20-280-XXX	TITLE 4A		
	20-450-XXX	REAP	2	221.69
		TOTAL FUND 20	7	7141.69
30	30-000-XXX	UNDIST EXPENDITURE		
		TOTAL FUND 30		
40	40-701-510	INTEREST ON BONDS		
		TOTAL FUND 40		
62	62-910-310	SCHOOL NUTRITION	10	11088.83
		TOTAL FUND 62	10	11088.83
81	81-190-100	UNEMPLOYMENT TRUST		
		TOTAL FUND 81		
82	82-000-520	FLEXIBLE SPENDING	1	16.00
		TOTAL FUND 82	1	16.00
90	90-000-100	PAYROLL/AGENCY		
		TOTAL FUND 90		
95	95-40X-210	STUDENT ACTIVITY		
		TOTAL FUND 95		

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	ACCT #	PAYEE	AMOUNT
2/14/2018	95-401-210-890-	Penn Museum	562.00

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	000-927-0		
		TOTAL	562.00

; 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	149875.76	0.00	149875.76	0.00%
Sep 2017	93422.21	0.00	93422.21	0.00%
Oct 2017	126857.04	0.00	126857.04	0.00%
Nov 2017	103569.64	0.00	103569.64	0.00%
Dec 2017	202321.15	0.00	202321.15	0.00%
Jan 2018	162783.69	0.00	162783.69	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	985783.57	0.0	985783.57	0.00%

; and

WHEREAS, the below bank transfer(s) are for payroll and agency accounts during the month of **JANUARY 2018** for the following:

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
1/9/18	0073	0074	PAYROLL	81379.15
1/9/18	0073	0075	AGENCY WITHHOLDING	66067.39
			TOTAL	147446.54
1/25/18	0073	0074	PAYROLL	76427.89
1/25/18	0073	0075	AGENCY WITHHOLDING	61766.06

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			TOTAL	138193.95
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; and

WHEREAS, the Board of Education wishes to authorize interfund bank transfers during the month of **JANUARY 2018** for the following:

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
	0075	0078	Unemployment Trust	
	0075	0078	Unemployment Trust	
1/16/18	0075	2178	Flexible Spending Account	30.00
1/29/18	0075	2178	Flexible Spending Account	30.00
	0075	0073	Chapter 78 Catch Up	
1/30/18	0075	0073	Chapter 78	14517.64
	0073	0075	TPAF Shortage	
	6705	0073	Change Order Fund 30 Turf Repair	
	0075	2178	Flexible Spending Account	
	0075	2178	Flexible Spending Account	
			TOTAL	14577.64

; 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 **JANUARY 17, 2018 to FEBRUARY 21, 2018** 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).

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

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-051-188

**RESOLUTION PROVIDING FOR THE BOARD OF EDUCATION'S
MONTHLY CERTIFICATION ON BUDGETARY MAJOR ACCOUNT/FUND STATUS
[BOARD SECRETARY'S REPORT]
FOR THE MONTH OF JANUARY 2018 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

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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 **2017-2018** 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.

J. APPROVE REPORT OF THE TREASURER

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-189

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

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K. ACCEPT ROLLOVER ALLOCATIONS FOR CERTAIN FEDERAL GRANT IN AID PROGRAMS
REPORT OF THE TREASURER

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-192

RESOLUTION ACCEPTING THE ROLLOVER ALLOCATIONS
FOR CERTAIN FEDERAL GRANT-IN-AID PROGRAMS
AND AUTHORIZING THE SUBMISSION OF APPLICATIONS
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT

WHEREAS, the purpose of the Title 2, Part A program is to increase academic achievement by improving teacher and principal quality. This program is carried out by: increasing the number of highly qualified teachers in classrooms; increasing the number of highly qualified principals and assistant principals in schools; and increasing the effectiveness of teachers and principals by holding LEAs and schools accountable for improvements in student academic achievement; and

WHEREAS, the rollover allocations are as follows:

Grant Description	Annual Allocation
ESSA Title 2 Part A	\$1,144

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

L. APPROVE FORMAL WRITTEN REQUEST FOR SEMI WAIVER

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-198

RESOLUTION AUTHORIZING THE BUSINESS ADMINISTRATOR
TO SUBMIT A FORMAL WRITTEN REQUEST FOR A SEMI WAIVER
TO THE BURLINGTON COUNTY EXECUTIVE COUNTY SUPERINTENDENT
PURSUANT TO N.J.A.C. 6A:23A-5.3

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WHEREAS, New Jersey Department of Education (hereinafter “NJDOE”) Accountability Regulations, N.J.A.C. 6A:23A-5.3, require every school district and county vocational school district, *with the exception of any district that obtains a waiver*, to take appropriate steps to maximize participation in the Special Education Medicaid Initiative (hereinafter “SEMI”) by following the policies and procedures and to comply with all program requirements; and

WHEREAS, school districts projected to have more than forty (40) Medicaid Eligible/Special Education students for the FY18 school year must participate in the SEMI program These districts must include the district budgeted revenue projection in the FY18 district budget; and

WHEREAS, school districts that are eligible for a SEMI waiver, including those with a projection revenue of \$0, are required to submit a formal written request accompanied by a board resolution to the Executive County Superintendent in order to be exempt from the SEMI program requirements; and

WHEREAS, the FY2018-2019 Medicaid-Eligible/Special Education Student Count, as issued by the NJDOE, is twelve (12) students; and

WHEREAS, the count of twelve (12) students renders the Springfield Township School District eligible for a SEMI waiver; 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 is authorized to submit a formal written request, to the Burlington County Executive County Superintendent, for a waiver of SEMI requirements.

M. APPROVE FORMAL WRITTEN REQUEST FOR SEMI WAIVER

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-199

**RESOLUTION AUTHORIZING THE BUSINESS ADMINISTRATOR
TO EXECUTE THE INDEMNITY AND TRUST AGREEMENT WITH
THE SCHOOLS HEALTH INSURANCE FUND
PURSUANT TO N.J.A.C. 11:15-5.2 AND N.J.S.A. 18A:18B-1 ET. SEQ.**

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**SCHOOLS HEALTH INSURANCE FUND
INDEMNITY AND TRUST AGREEMENT**

THIS AGREEMENT made this _____ day of _____, 2017, in the County of Burlington, State of New Jersey, by and Between the **SCHOOLS HEALTH INSURANCE FUND** referred to as “SHIF” and the governing body of the **Springfield Township School District**, a duly constituted Board of Education, hereinafter referred to as “SCHOOL BOARD”.

WITNESSETH:

WHEREAS, the governing bodies of various school boards within the State of New Jersey, have elected to form a joint insurance fund as defined in N.J.A.C. 11:15-5.2, and as such an entity is authorized and described in N.J.S.A. N.J.S.A. 18A:18B-1 et. seq. and the administrative regulations promulgated pursuant thereto; and

WHEREAS, the SCHOOL BOARD has agreed to become a member of the SHIF in accordance with and to the extent provided for in the Bylaws of the SHIF and in consideration of such obligations and benefits to be shared by the membership of the SHIF;

NOW THEREFORE, it is agreed as follows:

1. The SCHOOL BOARD accepts the SHIF's Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of said Bylaws and the pertinent statutes and administrative regulations pertaining to same.

2. The SCHOOL BOARD agrees to participate in the SHIF with respect to health insurance, as defined in N.J.S.A. 17B:17-4, and as authorized in the SCHOOL BOARD's resolution to join.

3. The SCHOOL BOARD agrees to become a member of the SHIF and to participate in the health insurance coverages offered for an initial period, (subject to early release or termination pursuant to the Bylaws), such membership to commence on **January 1, 2018 and ending on December 31, 2018** at 12:01 AM provided, however, that the SCHOOL BOARD may withdraw at any time subsequent to the delivery of ninety (90) day prior written notice of the intent to withdraw to the SHIF as provided in the Bylaws.

4. The SCHOOL BOARD certifies that it has never defaulted on payment of any claims if self-insured and has not been cancelled for non-payment of insurance premiums for a period of at least two (2) years prior to the date of this Agreement.

5. In consideration of membership in the SHIF, the SCHOOL BOARD agrees (i) that it shall jointly and severally assume and discharge the liability of each and every member of the SHIF for the periods during which the SCHOOL BOARD is a member of the SHIF, (ii) acknowledges that the SCHOOL BOARD and all other members of the SHIF, as a condition of membership in the SHIF, have executed and delivered

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an Indemnity and Trust Agreement similar to this Agreement and (iii) by the execution of this Agreement the full faith and credit of the SCHOOL BOARD is pledged to the punctual payment of any sums which shall become due to the SHIF in accordance with the Bylaws thereof, this Agreement or any applicable Statute. However, nothing herein shall be construed as an obligation of the SCHOOL BOARD for claims and expenses that are not covered by the SHIF, or for that portion of any claim or liability not within the SCHOOL BOARD's retained limit or in an amount which is in excess of the SHIF's limit of coverage.

6. If the SHIF in the enforcement of any part of this Agreement shall incur necessary expenses or become obligated to pay attorney's fees and/or court costs, the SCHOOL BOARD agrees to reimburse the SHIF for all such reasonable expenses, fees, and costs, inclusive of attorney fees, on demand.

7. The SCHOOL BOARD and the SHIF agree that the SHIF shall hold all moneys in excess of the SCHOOL BOARD's retained loss fund paid by the SCHOOL BOARD to the SHIF as fiduciaries for the benefit of SHIF claimants all in accordance with N.J.A.C. 11:15-5.1 et seq.

8. The SHIF shall establish and maintain Claims Trust Accounts for the payment of health insurance claims in accordance with N.J.S.A. N.J.S.A. 18A:18B-1 et seq., and N.J.A.C. 11:15-5.13 and such other statutes and regulations as may be applicable. More specifically, the aforementioned Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and stop loss insurance or reinsurance premiums for each risk or liability as follows:

- a) Employer contributions to group health insurance
- b) Employee contributions to contributory group health insurance
- c) Employer contributions to contingency account
- d) Employee contributions to contingency account
- e) Other trust accounts as required by the Commissioner of Insurance

9. Notwithstanding the terms of paragraph 8, above, to the contrary, the SHIF shall not be required to establish separate trust accounts for employee contributions provided the SHIF provides a plan in its Bylaws or Risk Management Plan for the recording and accounting of employee contributions of each member.

10. Each SCHOOL BOARD who shall become a member of the SHIF shall be obligated to execute an Indemnity and Trust Agreement similar to this Agreement. Each SCHOOL BOARD, by the execution and delivery of an Indemnity and Trust Agreement agrees to be jointly and severally bound with each other member of the SHIF who executes and delivers an Indemnity and Trust Agreement to the terms and conditions set forth in said Indemnity and Trust Agreement.

ADOPTED: _____

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BY: _____
BOARD PRESIDENT

ATTEST:

By: _____
BOARD SECRETARY

CERTIFICATION OF THE BOARD SECRETARY

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February 20, 2018** 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	Joseph Bucs			X					1
2	Kristen Lippincott, Vice President			X					2
3	Andrew Eaton			X					3
4	Gregory Madia	X		X					4
5	Michael Ramalho		X	X					5
6	Gary Walker			X					6
7	Jennifer Webb			X					7
8	Eric Eaton						X		8
9	Wade Hale, 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

PERSONNEL & NEGOTIATIONS

**Springfield Township Board of Education
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A. APPROVING THE RETIREMENT OF A CONFIDENTIAL ASSISTANT TO THE PRINCIPAL

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-190

**RESOLUTION ACCEPTING THE RETIREMENT NOTICE
OF A CONFIDENTIAL ASSISTANT TO THE PRINCIPAL – PCR #: FF-CAP001
FOR THE SPRINGFIELD TOWNSHIP SCHOOL**

WHEREAS, the Superintendent of Schools received official retirement notice from **Debra Webster, Confidential Assistant to the Principal, 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, 2018**; 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
Confidential Assistant to the Principal	None	#17/18-051-191

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

CERTIFICATION OF ACCUMULATED SICK LEAVE PAYMENT

YEARS OF SERVICE	ACCUMULATED SICK	ACCUMULATED PERSONAL	TOTAL	PER DIEM RATE	TOTAL PAYOUT
17 Years and 9 Months	187.25	0	200	\$25	\$4,681.25

* Maximum Days Payout = 200

*This information is based on time taken as of **February 2, 2018**.

BE IT FINALLY RESOLVED that the Business Administrator/Board Secretary shall budget the sum of five thousand dollars (\$5,000) for this payout.

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

B. APPROVING THE RETIREMENT OF AN EDUCATIONAL ASSISTANT

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-191

**RESOLUTION ACCEPTING THE RETIREMENT NOTICE
OF AN EDUCATIONAL ASSISTANT – PCR #: W-TAPSD1
FOR THE SPRINGFIELD TOWNSHIP SCHOOL**

WHEREAS, the Superintendent of Schools received official retirement notice from **Karen Wassall**, Educational Assistant, 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 **July 31, 2018**; 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
Educational Assistant	None	#17/18-051-192

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

CERTIFICATION OF ACCUMULATED SICK LEAVE PAYMENT

YEARS OF SERVICE	ACCUMULATED SICK	ACCUMULATED PERSONAL	TOTAL	PER DIEM RATE	TOTAL PAYOUT
14 Years and 5 Months	56.75	3	200	\$25	\$1,493.75

* Maximum Days Payout = 200

*This information is based on time taken as of **February 2, 2018**.

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BE IT FINALLY RESOLVED that the Business Administrator/Board Secretary shall budget the sum of five thousand dollars (\$5,000) for this payout.

C. APPROVING THE APPOINTMENT OF A SCHOOL SAFETY SPECIALIST

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-193

**RESOLUTION APPROVING THE SUPERINTENDENT OF SCHOOLS'
RECOMMENDATION FOR THE SUBSTITUTE POSITIONS
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT**

WHEREAS, the Superintendent of Schools is vested with the authority to recommend the hiring of certain personnel within the School District and that substitute teachers, aides, secretaries, nurses, special education aides are such personnel

Teachers	Aides	Secretaries	Nurses
	Jacqueline Thorn		

; and

WHEREAS, the Superintendent of Schools has reviewed the qualifications of the individuals listed below and recommends approval to the Board of Education; 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 above substitute positions are hereby approved.

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

D. REVISING THE RESOLUTION APPOINTING AN INTERIM SUPERVISOR OF BUILDINGS & GROUNDS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-162a

**RESOLUTION THE APPROVING THE APPOINTMENT
OF AN INTERIM SUPERVISOR OF BUILDINGS & GROUNDS
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT
FOR THE 2017-2018 SCHOOL YEAR**

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

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

WHEREAS, the following recommendation is being made by the Superintendent of Schools:

NAME:	JOSEPH KNEWASSER
ADDITIONAL COMPENSATION:	\$15,828
EFFECTIVE DATE:	FEBRUARY 12, 2018

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

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CERTIFICATION OF PAYROLL ACCOUNT

-1- DATE START	-2- ANNUAL PAY	-3-	-4- PERIOD RATE [B2/C2]	-5- PAY PERIODS	-6- PERIOD TOTAL [D2XE2]	-7- PAY DAYS	-8- PER DIEM RATE	-9- PER DIEM TOTAL [G2XH2]	-10- ANNUAL PRO-RATED TOTAL [F2+I2]
2/12/18	15828.00		659.50	9	5935.50	4	65.95	263.80	6199.30

CERTIFICATION OF AVAILABILITY OF FUNDS – 2017-2018

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-261-100-000-103-0	
Account Title	ED FAC MNGR SAL	
Certification Date	January 10, 2018	
Beginning Balance		35038.74
Contract Encumbrance Account		-6199.30
Ending Balance		28839.44

Notes:

CERTIFICATION OF THE BOARD SECRETARY

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February 20, 2018** 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	Joseph Bucs			X					1
2	Kristen Lippincott, Vice President	X		X					2
3	Andrew Eaton			X					3
4	Gregory Madia		X	X					4
5	Michael Ramalho			X					5

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6	Gary Walker						X		6
7	Jennifer Webb					X			7
8	Eric Eaton						X		8
9	Wade Hale, 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

Mr. Vaughn stated that there was a resolution for a replacement Maintenance Worker position that was pulled, we would still need to do reference checks, etc., and we didn't feel comfortable providing the resolution to the board at this time.

CURRICULUM & TECHNOLOGY

A. APPROVAL OF TRAVEL AND RELATED EXPENSES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-051-194

**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
AND AUTHORIZING A TRANSFER OF FUNDS**

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;

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- [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 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	Craig Vaughn	Craig Vaughn	Casey DeJoseph	Rebecca Schweitzer
District Assignment	CSA	CSA	BA	Social Worker
Travel Date(s)	March 14, 2018	March 21, 2018	2/15/18 & 3/15/18	3/14/18 & 3/21/18
Travel Destination	Mercerville, NJ	Robbinsville, NJ	Mount Laurel, NJ	Westampton, NJ
Travel Type	Car	Car	Car	Car
Sponsoring Entity	Dept of Agriculture	LinkIt	NJASBO	The American Foundation for Suicide Prevention
Event Description	Jersey Fresh Farm to School Summit	LinkIt Analytics Seminar	Transportation Contracts & Bidding/Foodservice Update / Purchasing	Youth Mental Health First Aid Training
Funding Source	STF TRIN CSA WRKSH REG	STF TRIN CSA WRKSH REG	STF TRIN CSA WRKSH REG	STF TRAIN WRKSH REG
Account Series	11-000-223-500-050-280-0	11-000-223-500-050-280-0	11-000-223-500-050-280-0	11-000-223-500-050-280-1
Registration Fee			200.00	
Lodging/Hotel Rate				
Meal Allowance				
Mileage (31 cents per mile)	12.09	9.55		9.67
Tolls				

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Parking				
Miscellaneous Exp (Explain)				
TOTAL	12.09	9.55	200.00	9.67

Employee Name	Heather Schwarzwald	Denise Buffa	Jillian Bencivengo	Justin Schleider
District Assignment	Pre-K	Pre-K	Pre-K	PE / Health
Travel Date(s)	3/6/18, 3/13/18, 3/20/18, 3/27/18	3/6/18, 3/13/18, 3/20/18, 3/27/18	3/6/18, 3/13/18, 3/20/18, 3/27/18	February 26 & 28, 2018
Travel Destination	Westampton, NJ	Westampton, NJ	Westampton, NJ	Long Branch, NJ
Travel Type	Car	Car	Car	Car
Sponsoring Entity	BC Deaf & Hard of Hearing Education Initiative	BC Deaf & Hard of Hearing Education Initiative	BC Deaf & Hard of Hearing Education Initiative	NJ AHPERD
Event Description	American Sign Language Educational Services	American Sign Language Educational Services	American Sign Language Educational Services	NJ AHPERD State Conference
Funding Source	STF TRIN WRKSHP REG	STF TRIN WRKSHP REG	STF TRIN WRKSHP REG	STF TRIN WRKSHP REG
Account Series	11-000-223-500-050-280-1	11-000-223-500-050-280-1	11-000-223-500-050-280-1	11-000-223-500-050-280-1
Registration Fee	75.00	75.00	75.00	
Lodging/Hotel Rate				
Meal Allowance				
Mileage (31 cents per mile)	19.34	19.34	19.34	62.00
Tolls				
Parking				
Miscellaneous Exp (Explain)				
TOTAL	94.34	94.34	94.34	62.00

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 delineated travel expenses are hereby approved.

**TOWNSHIP OF SPRINGFIELD
BOARD OF EDUCATION**

Wade Hale, President

ATTEST:

Casey DeJoseph
Business Administrator/Board Secretary

CERTIFICATION OF AVAILABILITY OF FUNDS

Category	Description	Amount
Expend Account Number	11-000-223-500-050-280-0	
Account Title	STF TRAIN CSA WRKSHP REG	
Certification Date	February 5, 2018	
Beginning Balance		1414.20
Contract Encumbrance Amount		-221.64
Ending Balance		1192.56

Fiscal Notes:

Casey DeJoseph
Business Administrator/Board Secretary

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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	February 5, 2018	
Beginning Balance		467.45
Contract Encumbrance Amount		-354.69
Ending Balance		112.76

Fiscal Notes:

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, February 20, 2018** 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	Joseph Bucs			X					1
2	Kristen Lippincott, Vice President			X					2
3	Andrew Eaton			X					3
4	Gregory Madia	X		X					4
5	Michael Ramalho			X					5
6	Gary Walker			X					6
7	Jennifer Webb		X	X					7
8	Eric Eaton						X		8
9	Wade Hale, 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

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POLICIES & PROCEDURES

A. APPROVE POLICIES & PROCEDURES UPON FIRST READING & INTRODUCTION

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-195

**RESOLUTION APPROVING BOARD OF EDUCATION
2017/2018 POLICY, BYLAWS AND REGULATION REVISIONS
UPON FIRST READING AND INTRODUCTION**

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

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

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

File Code	Name
Policy 0169.02	Board Member Use of Social Networks
Policy 3437	Military Leave
Policy 4437	Military Leave
Policy 5516.01	Student Tracking Devices
Regulation 7101	Educational Adequacy of Capital Projects
Policy 7425	Lead Testing of Water in Schools
Policy & Reg 7441	Electronic Surveillance in School Buildings and on School Grounds
Policy 8507	Breakfast Offer Versus Serve
Policy 8630	Bus Driver/Bus Aide Responsibility
Regulation 8630	Emergency School Bus Procedures
Policy 9242	Use of Electronic Signatures
Policy 0XXX	Board of Education Transparency

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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 first reading and introduction;

BOARD DISCUSSION ON POLICY

Mr. Vaughn stated that Strauss Esmay will provide a policy number for the Board Transparency Policy. Mr. Bucs stated that he went through the proposed policies and regulations and he feels that many are redundant; 3437 and 4437 are not applicable to us; 5516.01 commentary usually rises is parents asked for it; 7741 grammatical, should keep this one; 7425 we're required to do anyway, so this would be redundant and his preference would be to not have additional policies; 7441, Electronic Surveillance, suggested we have a lawyer to review the language, if this is already in statute then shouldn't be construed to be required to have policy; 8507 Breakfast Offer versus Serve is not applicable; Emergency School Bus Procedures 8630; Electronic Signatures, 9242, should be removed, it doesn't apply. Mr. Andrew Eaton stated that this screams of a policy committee, and we should be cognizant of redundancy. Mr. Eaton stated that he disagreed with Mr. Bucs on 7441, we already have a signed MOA with the township and believes this policy is necessary. Mr. Madia stated that he understands the spirit of item #2 under the proposed Board Transparency policy, but feels in cases of emergencies it isn't practical, he also believes the board should consider audio recording first to see how that goes before moving on to video. Mrs. Lippincott stated that during her training it was very specifically stated that electronic communication while on the dais is OPRA-able. Mr. Madia disagreed. Mr. Andrew Eaton questioned the term "communicate," would like clarification on what is considered communication. Mr. Bucs would like removed policies to be sent back to an ad-hoc committee, he doesn't want to see the board approve policies that don't apply. Mrs. Webb offered suggestions on language, and thinks we should strike the work "believes" in the top portion of Mr. Bucs' proposed Board Transparency Policy; she also agrees with Mr. Madia about beginning with audio recordings first to see how that goes. Mr. Ramalho thinks we should have policy 8630 for Bus Driver/Bus Aide Responsibility. He believes that if there is a breach of security, information should be made available to the public. Mr. Vaughn stated that exposing safety concerns isn't in the district's best interest. He understands the need to communicate, but publicly exposing vulnerabilities are not a good idea. Codes are not something the public should have access to. Regarding the Military Leave Policy, the policy is to protect us now and in the event of, absent of policy, relying on Mr. Vaughn's judgement alone leaves the district open to litigation. Mr. Bucs stated that it is his understanding that absent of policy we fall back on law. It's not a mandated policy. The policies that Mr. Bucs questioned he believes they should be applicable or required and believes we should see counsel's advice. Mr. Andrew Eaton stated again that this conversation begs for a policy committee. He referenced a letter from the community and agrees that it shouldn't be that difficult to get information.

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Mr. Hale expressed concern over the student tracking devices, and respectfully disagreed, he feels programs are designed to help us. He also expressed his agreement with the Transparency Policy completely, and sought for members to volunteer for an ad-hoc Policy Committee. The temporary Policy Committee at this time is Mrs. Webb, Chair; Mrs. Kristen Lippincott, Mr. Eric Eaton. Mr. Vaughn would like clarification, is this a standing committee, in the meantime, Strauss Esma's alerts will double or triple and would like to understand what the intent is. Mr. Bucs called for a motion to separate Regulation #7101 and the Board Transparency Policy and refer all the others to the ad-hoc committee.

MOTION TO SEPARATE REGULATION #7101 AND BOARD TRANSPARENCY POLICY (0XXX)

CERTIFICATION OF THE BOARD SECRETARY

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, February 20, 2018** 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	Joseph Bucs	X		X					1
2	Kristen Lippincott, Vice President			X					2
3	Andrew Eaton		X	X					3
4	Gregory Madia				X				4
5	Michael Ramalho			X					5
6	Gary Walker				X				6
7	Jennifer Webb				X				7
8	Eric Eaton						X		8
9	Wade Hale, 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

MOTION TO SEPARATE FAILS

MOTION TO REFER ALL POLICIES TO AD-HOC POLICY COMMITTEE

CERTIFICATION OF THE BOARD SECRETARY

**Springfield Township Board of Education
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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, February 20, 2018** 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	Joseph Bucs				X				1
2	Kristen Lippincott, Vice President		X	X					2
3	Andrew Eaton			X					3
4	Gregory Madia	X		X					4
5	Michael Ramalho			X					5
6	Gary Walker			X					6
7	Jennifer Webb			X					7
8	Eric Eaton						X		8
9	Wade Hale, 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

FACILITIES, SECURITY & TRANSPORTATION

A. APPROVE MONTHLY FIRE & SECURITY DRILLS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-196

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

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

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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:

January 2018

Date / Time	1/23/18 10:23 am	1/31/2018 8:56 am	
Type of Drill	Lockdown	Fire Drill	
Duration of Drill	8 minutes 18 seconds	1 minute 15 seconds	
Weather Conditions	Rainy 50's	Sunny 20's	
Participants	Students/Staff	Students/Staff	
Drill Supervisor	C. Vaughn	C. Vaughn	

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.

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

B. RETROACTIVELY APPROVING APPLICATIONS FOR USE OF FACILITIES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-197

**Springfield Township Board of Education
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**RESOLUTION RETROACTIVELY APPROVING CERTAIN APPLICATIONS
FOR USE OF FACILITIES OF THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT**

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

WHEREAS, the below listed entities have filed a "Facilities Use Application" and the necessary documentation has been submitted and reviewed by the Chief School Administrator and he recommends approval:

ORGANIZATION/GROUP	DATE	TIME	ACTIVITY	AREA
Cheryl Bohonyi	Wednesday's 01/31/18 – 05/23/18	6:45 - 7:15 pm	Pilates Pop Fitness	Cafeteria

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

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

C. APPROVING NON-TAXPAYER FUNDED FIELD TRIP

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-051-200

**RESOLUTION APPROVING NON-TAXPAYER FUNDED FIELD TRIPS
FOR THE 2017-2018 SCHOOL YEAR
PURSUANT TO BOARD OF EDUCATION POLICY #2340**

WHEREAS, the Board of Education recognizes that field trips properly planned and integrated with the curriculum are an educationally sound and important part of the program of the school that can supplement and enrich classroom instruction by providing learning experiences in an environment outside the school.

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WHEREAS, for purposes of Policy #2340, a field trip means any journey by a group of pupils away from the school premises, under the supervision of a teacher and integrally related to an approved course of study.

WHEREAS, the Board of Education shall approve all the below proposed field trips:

Date	Destination	Primary Purpose	Content Area	Standards
3/2018	Regal Cinemas Burlington, NJ	Movie Viewing: A Wrinkle in Time	ELA	RL.6.3 RL.6.5 RL.6.6 RL.6.7 RL.6.9 SL.6.1 SL.6.2

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

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

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

979
980
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996

Mr. Bucs would like to revisit the idea of a committee structure and asked the board to contemplate returning to a committee structure. He stated, as he mentioned at the last meeting, he would like to continue the work session as well as the regular meeting. Mr. Bucs feels that the use of facilities is another policy that needs to be reviewed, he doesn't want to see us have book on policies that don't apply and suggested the ad-hoc committee review.

Mrs. Webb doesn't understand why we switched from committee of the whole in the first place.

Mr. Bucs stated that there were challenges with the board, some committees were not reporting out and we needed a formalized structure for reporting back.

Mr. Andrew Eaton stated that there was no agenda, no minutes, it was simply the committee recommends "x" which was not efficient and was not working.

Mr. Madia stated the scoreboard doesn't work, and it's long overdue, we should begin discussions to have it replaced.

Mr. Andrew Eaton stated a recommendation to refer the scoreboard to the ad-hoc committee.

Mr. Vaughn stated that the school does not use the scoreboard. He struggles as the instructional leader of the school and cannot see allocating funds for this reason, but stated that he wouldn't be opposed to helping fundraisers to help raise money for repair or replacement.

NEW BUSINESS MATTERS

997
998
999
1000
1001
1002
1003
1004
1005

Mrs. Webb asked for a financial update for the cafeteria.

Mr. Vaughn feels that we have taken steps forward in terms of school safety and security over the last few years, and wants the board to understand there is a plan to increase the number of safety and security drills. He pointed out that it would be naïve to think that something couldn't happen here. In the interest of being safe and secure, students who have followed procedures have stayed safe, his intent is not to scare kids, but want to make sure that we are safe and prepared.

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

1006
1007
1008
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1016

Kristin Pollack stated that the Point of Sale system in the cafeteria is bad, there was a three week window in which they didn't know how much money they had in their account. She stated that she did speak with K.Lee from Nutri-Serve and she took care of it, but it happened twice after that.

Vicki Aaronson stated that she sent the letter to the board and feels that there is a lot of communication that will note be in the minutes or agendas next month. She feels there is a better way to do this that alleviates miscommunication. She stated that there's a better way to communicate.

Mr. Andrew Eaton stated to Ms. Aaronson, we appreciate your letter and we will get better. He also stated that ground rules were not violated and he did his research prior to his presentation.

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Mr. Hale wanted to echo what Mr. Eaton said, he was present the day the ground rules were set, and also wanted to echo what Mr. Eaton said about the letter, and thanked Ms. Aaronson for her letter. Mr. Bucs stated that he would like to see the board and the ad-hoc committee actually have recommendations at the next work session. Tracy Leonard stated that the scoreboard is very antiquated and it is not cheap to sign your child up for recreation programs, if you go to other schools, their scoreboards are much better.

MOTION ADJOURN	TIME:	8:51 PM
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***** *CERTIFICATION OF THE BOARD SECRETARY* *****

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

Respectfully submitted,

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION

Casey DeJoseph
Secretary to the Board

{SEAL}

Negotiations Update

Negotiations Committee

Andrew Eaton

Gregory Madia

Wade Hale

Joseph Bucs

Bergenfield Letter

January 24th, 2017

- Letter to STEA from School Board:
 - Formal notice
 - Committee can only reach tentative agreements
 - All agreements are voted on by full Board
 - Names of Board Committee members

Ground Rules

March 16th 2017

- Establish a schedule of meetings
- Designate Chairman
- No discussion between members outside
- Right to caucus – time constraints
- Proposals agreed to must have exact language
- Location and length of meetings
- Communications and cancelations
- Exchange of proposal

Meetings

- March 16th
- April 5th
- April 27th
- May 4th
- June 21st
- July 25th
- August 8th
- September 7th
- September 25th

Exchange of Proposals

- STEA proposal - 18 propositions
 - 5.05%, 5.07%, 4.69% - Certificated
 - 7.05%, 7.07%, 6.69% - Support
- Board proposal – 24 propositions

Agreements

May 4, 2017

- Tentative Approval
 - Dental Coverage
 - Additional Compensation
 - Chaperoning
 - CDL renewal cost
 - Emergency and Sick leave
 - Grievance Procedure
 - Co-Curricular Positions
 - Personal Days
 - Parent/Teacher Conferences
 - Clean Up Language in Contract

Agreements

July 25, 2017

- Tentative Approval
 - Salary Adjustments
 - Additional Compensation
 - Grievance Procedure

Medical Benefits - Proposal #7

Sept. 7, 2017

- Article VII (Insurance) Section E – Medical Coverage Waiver
- We have heard concerns regarding the rising costs of benefits and how this erodes take home pay.
- This is the only opportunity we had to reduce costs.

Benefits

Short Window of Time

- Claims experience cannot be provided again for another 2 years. 4/19/19
- The District would be stuck with the SEHBP for another 2 years before we can explore the HIF again.
- Our claims experience will change and we may not qualify for HIF admittance in two years.
- The window of opportunity to make this change was rapidly closing.
 - We were required to vote on this change, as an entire Board, in order to give 90 days notice to the State, and be ready for a change over on January 1st.
- The district has received notice from the SEHBP for a 13% rate increase starting January 2018.
- Membership contributions would have increased, as would the Boards.
- As we discussed, the SEHBP has seen many districts exiting the plan. It would be safe to assume costs will continue to increase at the same rate.
- A 13% increase is approximately \$110,000 in additional healthcare costs starting January 2018.

Benefits

Savings

- The proposed savings equated to an effective take home pay increase ranging from 0.39% to 2.13%.
- On average members would see an annual savings of 1.20%.
- Rejection of this proposal meant a potential increase in costs to membership and Springfield of over \$110,000.
- Coverage equality letter provided to STEA

Savings Examples

<u>Salary</u>	<u>Plan</u>	<u>SHBP Mo</u>	<u>Savings/Mo</u>	<u>1.5%</u>
\$55,000	S	\$250.11	\$61.23	\$82.49
\$61,000	F	\$552.74	\$82.60	\$91.98
\$73,000	F	\$650.28	\$106.90	\$109.50
\$80,000	F	\$780.33	\$116.62	\$120.00
\$92,000	F	\$876.12	\$131.22	\$137.70

Total = \$2026 per month

Benefits

Board Position

- Memorialize the current waiver conditions the STEA is currently subject to under the SHBP
- Those conditions limit waivers to a maximum of \$5000 per year.
- This was not a concession by the STEA and would cost the STEA membership nothing since this is a current practice.
- This contract change would protect the taxpayer and predict the costs associated with waivers.
- There is no way to accurately predict waiver costs without this language.
- The inability to predict costs makes the HIF less attractive.

Benefits - Outcome

- STEA Negotiation committee decided to outright reject the BOE's proposal #7
- STEA wanted to incorporate this into the “comprehensive agreement”
- Waiver cost increase = \$81,845
- Board of Ed voted to approve the change to the HIF
 - **It was the right thing to do regardless of the reduction in benefit to the Taxpayer/District/Stakeholder**
 - **Both sides benefited**
 - Board = 2.5% (\$772,699)
 - Members = 12.9% (\$182,712)

Waiver Increases

<u>Med/Rx</u>	<u>#</u>	<u>SEHBP</u>	<u>HIF</u>	<u>Increase</u>
\$13,443.77	1	\$2896.00	\$4705.32	\$1,809.32
\$26,887.41	2	\$5,000.00	\$9410.58	\$4,410.59
\$38,449.18	4	\$5000.00	\$13,457.21	\$8,457.21
\$38,449.18	1	\$2986.00	\$13,457.21	\$10,471.21
\$38,449.18	2	\$0.00.00	\$13,457.21	<u>\$13,457.21</u>
				\$81,845.00

Negotiations

Push for Dollar Amounts

- The STEA declared that they wanted to begin negotiating salary
- The Board felt that there were still things that could be negotiated
- The Board ceded to the STEA and agreed to present a proposal that included salary increases

Cost Analysis

- STEA Proposals 1, 2, 4 and 17 alone would total **\$728,057.73** over the 3 year contract
– **\$242,685** per year average
- STEA Proposals **5, 6, 11 and 16** would amount to a **\$105,300** increase per year.
- **Total avg increase per year = \$347,985**
- STEA proposals 3, 7, 9, 12, 13, 14 and 15 were negotiated in Tentative Agreements

Presentation of Analysis

- Mr. Bucs presented a comprehensive analytical power point that showed the current position of the Board based on past and present conditions.
 - Compared County, State, DFG, etc.
 - Enrollment
 - Salary
 - Medical
 - Academic Achievement

Proposal from Board

- Based on analysis and other factors such as
 - Pending High School referendum
 - Recent STS referendum
 - Net exodus from NJ
- No salary increase
- Increase of instructional minutes per day

Rejection with No Counter

- The STEA rejected the proposal from the Board and declared that they were at impasse
- The STEA then asked if the Board wished to file impasse jointly

Board Response

“We do not believe negotiations are at impasse, and the filing by the STEA is premature.”

Declaration of Impasse

- STEA Declares Impasse
 - When the parties declare an “impasse,” the Public Employment Relations Commission is contacted and a mediator is sent.
 - The mediator is a third-party neutral whose purpose is to ensure both sides reach an agreement – but the mediator’s role is not to safeguard the interests of either the board or teachers.

Mediation

- Mediation typically involves both sides being separated while the mediator works between the two to broker a deal. If mediation fails, the process goes to “factfinding”.

<https://www.njsba.org/wp-content/uploads/2016/03/negotiations-faq-aug24.pdf>

Factfinding

- During factfinding, a new state-appointed intermediary hears arguments from both sides and presents a report with a recommended settlement.
- **The factfinder's report is a public document 10 days after both parties receive it.**
- Neither side is obligated to accept the factfinder's recommendation.
- If factfinding does not result in a settlement, the process moves to “super conciliation.”

Superconciliation

- This is a more intensive impasse procedure, and state law authorizes the super conciliator to “utilize means and mechanisms, including but not limited to requiring 24-hour per day negotiations, until a voluntary settlement is reached.”
- The super conciliator cannot obligate either party to accept any settlement terms.

Binding Arbitration?

- New Jersey law does not provide for binding arbitration for teacher contracts. Nor would New Jersey taxpayers want arbitration. Arbitrators do not live in the district, they do not pay for the consequences of their decisions, and they are not accountable to the taxpayers of the community.