

CALL TO ORDER	TIME	7:01 P.M.
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A **Regular Meeting** of the Springfield Township Board of Education will be held on **Tuesday, March 27, 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

COMMITTEE UPDATES

FINANCE & BUDGET COMMITTEE - Mr. Bucs stated that a brief update is available in the drive.

NEGOTIATIONS – Mr. Andrew Eaton stated that the Board has been assigned a mediator but are currently waiting on dates.

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 the date of May 10th was agreed to as a date for meeting with the mediator. She stated that she is happy that a date has been set.

Nicole Kaiser asked what the date of the public budget hearing would be; Mrs. DeJoseph responded the proposed date is Wednesday, April 25, 2018. Ms. Kaiser also asked when she could expect to have information as to whether or not the district will be hiring a replacement for the second grade teacher that is retiring. Mr. Vaughn responded that as of now the plan is to combine first and second grade social studies and science; it has always been our practice to combine gym and specials. Ms. Kaiser expressed her concern with larger class sizes and stated that he son can't handle being in a room with a lot of other kids.

Dianna Angello asked what the Board of Education goals were for the district. She stated that she could not locate this information online and believed that most districts have 3-5 year goals listed. Mr. Bucs responded that the board went through a process to align calendars with School Boards and for them to give the Board guidance.

Corrine Sorvino asked for a preschool tuition update for next year. Mr. Hale stated that we would have a better idea once the budget is submitted with the county as to what the state rate is.

CORRESPONDENCE

Four items of correspondence is in the drive:

1. Resignation Letter from Jack Thorn
2. Resignation Letter from Sally Baer
3. Letter of correspondence from STEA President, Sandi Secouler

SUPERINTENDENT UPDATE & IMPORTANT DATES
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Mr. Vaughn stated that the school hosted "Lunch With Your Child Week" for the third year and was pleased to see that we had one hundred and eleven appointments. Last night was Title I Family Literacy Night. He stated that as part of our district's wellness goal we had another "Try-it Tuesday" with a mystery

smoothie that everyone except two students participated. Also as part of the district wellness goal Thursday will be “no-tech Thursday” and we will plan to go “old school” with paper and pencils. Other upcoming events include “Future You Day” and spring break is next week.

APPROVAL OF MINUTES

REGULAR MEETING - Tuesday, January 16, 2018 (Amended)

WORK SESSION - Wednesday, February 14, 2018

REGULAR MEETING - Tuesday, February 20, 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, March 27, 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

SUPERINTENDENT’S REPORT (ENROLLMENT & HIB REPORT)

A. ACCEPTING ENROLLMENT STATISTICS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-202

RESOLUTION ACCEPTING ENROLLMENT STATISTICS

AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF FEBRUARY 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>February 28, 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	5	+2
11-000-100-56X-60X-XXX	Out-of-District Placement	2	2	0
	TOTAL	239	221	-18

;and

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	221	+2
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 #17/18-086-203

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

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

CERTIFICATION OF THE BOARD SECRETARY

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, March 27, 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

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

CONTRACT ADMINISTRATION

A. APPROVING A PROFESSIONAL SERVICES CONTRACT WITH PHOENIX ADVISORS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-217

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute a contract for professional services with **Phoenix Advisors, LLC, Bordentown, NJ** in an amount not-to-exceed **eight hundred fifty dollars (\$850), without additional authorization for the period from July 1, 2018 to June 30, 2019**; and

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

CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-230-332-000-410-0	
Account Title	ACCOUNT 2ND MRKT SRV	
Certification Date	March 9, 2018	
Beginning Balance		\$850.00
Contract Encumbrance Account		(\$850.00)
Ending Balance		\$0.00

Fiscal Notes:

Casey DeJoseph
Business Administrator/Board Secretary

B. APPROVING PARTICIPATION IN A COOPERATIVE PRICING AGREEMENT

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-218

RESOLUTION FOR MEMBER PARTICIPATION IN A COOPERATIVE PRICING SYSTEM

A RESOLUTION AUTHORIZING THE TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION TO ENTER INTO A COOPERATIVE PRICING AGREEMENT

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Hunterdon County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on March 20, 2018 the governing body of the Township of Springfield Board of Education, County of Burlington, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Township of Springfield Board of Education.

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the School Business Administrator, Casey DeJoseph, is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

CERTIFICATION

BY:

Casey DeJoseph, School Business Administrator

ATTEST BY:

Wade Hale, Board President

C. APPROVING A SERVICES CONTRACT WITH DUFF & PHELPS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-219

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

WHEREAS, The Township of Springfield Board of Education is required to update fixed asset accounting records for internal accounting control and financial reporting as of June 30, 2018, per annual audit recommendation; and

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

WHEREAS, the Township of Springfield Board of Education recognizes the need for the professional services of a fixed asset inventory; and

WHEREAS, the company, **Duff & Phelps, LLC, 259 Woodland Road, Wrightstown, PA 18940**, is duly qualified by experience and qualifications to perform the professional services stipulated in this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute a contract for professional services with **Duff & Phelps, LLC, Wrightstown, PA** in an amount not-to-exceed **three thousand and two hundred dollars (\$3,200)**, without additional authorization for the period from **July 1, 2017 to June 30, 2018**; and

D. APPROVING A SERVICES CONTRACT WITH ACCUSCAN

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-220

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD TO
EXECUTE A SERVICES CONTRACT
FOR RECORD RETENTION AND MANAGEMENT SERVICES**

WHEREAS, The Township of Springfield Board of Education recognizes the need to update the record retention process for the district; and

WHEREAS, the Township of Springfield Board of Education requires the need to register with ARTEMIS for online disposal requests, and NJ DORES, RMS retention scheduling and labeling in accordance with State of New Jersey retention schedules; and

WHEREAS, N.J.A.C. 15:3 (et. seq.) outlines the State of New Jersey's requirements for records retention; and

WHEREAS, the company, **AccuScan, 950 Mt Holly Rd, Edgewater Park, NJ 08010**, is duly qualified by experience and qualifications to perform the services stipulated in this Resolution; and AccuScan is a member of the New Jersey State approved Co-op #65MCESCCPS RFP# ESCNJ 16/17-48 Bid Term: 7/1/2017-6/30/2020;

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute a contract for services with **AccuScan, Edgewater Park, NJ** in an amount not-to-exceed **one thousand four hundred and forty dollars (\$1,440)**, with additional authorization for the period from **July 1, 2017 to June 30, 2018**; and

CERTIFICATION OF THE BOARD SECRETARY

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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

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

FINANCE & BUDGET

A. APPROVING THE ANTICIPATED REVENUE REPORT

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-204

**RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT
OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD
FOR THE MONTH OF FEBRUARY 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 **FEBRUARY 28, 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-086-205

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 FEBRUARY 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 FEBRUARY 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						

Reason For Excess:

; and

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-206

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

D. CERTIFYING THE EWEG REIMBURSEMENT REQUESTS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION#17/18-RM-086-207

RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS
FOR THE MONTH ENDING FEBRUARY 28, 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 **FEBRUARY 28, 2018** for review and certification; and

YEAR	ACCT	GRANT	FUNC	OBJ	DESCRIPTION	AMOUNT	TOTAL
17-18	231	TITLE1A	100	101	SALARIES OF TEACHERS		0
				610	GENERAL SUPPLIES		0
					TOTAL 100 SERIES		0
			200	200	PERSONAL SRV EMP BENEF		0
				500	OTHER PURCHASED SERVICES		0
					TOTAL 200 SERIES		0
					MONTHLY TOTAL		0
17-18	250	IDEA BSC	100	565	TUIT COUNTY SPEC SERV		0
				565	TUIT COUNTY SPEC SERV (ESY)		0
					TOTAL 100 SERIES		0
			200	300	PURCH PROF/TECH SVS		0
					TOTAL 200 SERIES		0
					MONTHLY TOTAL		0
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
17-18	270	TITLE 4A	200	600	PURCH ED/PROF/TECH SVS		0
					TOTAL SERIES		0
					MONTHLY TOTAL		0
17-18	450	REAP	200	300	PURCH ED/PROF/TECH SVS		0
					TOTAL 200 SERIES		0
17-18	450	REAP	200	500	OTHER PRCH SVS		0
					TOTAL 500 SERIES		0
					MONTHLY TOTAL		0
					TOTAL - ALL GRANTS		0

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
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.

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E. APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-208

**RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
AS OF FEBRUARY 28, 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;
- 1.d. At least 85 percent of the ESSA and IDEA grant funds are expended in one year. For Title I, a waiver to carry over more than 15% has not been requested within the last three years;

; and

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

GRANT	YEAR	CURRENT APPROPR	TOTAL EXPENDED	TOTAL ENCUMBERED/CARRYOVER	UNEXPENDED DOLLAR BALANCE	UNEXPENDED PERCENT BALANCE
TITLE 1A	17-18	41776	12921	6067	22788	55%
IDEA BSC	17-18	70140	56524	15650	466	0.65%

IDEA PSD	17-18	5037	1120	0	3917	78%
TITLE 2A	17-18	8975	7198	0	1776	20%
TITLE 4A	17-18	10000	10000	0	0	0%
REAP	17-18	27725	14473	5781	7470	27%

; and

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

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

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

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-086-209

**RESOLUTION PROVIDING FOR A SECRETARY TO THE BOARD'S
MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS
FOR THE MONTH OF FEBRUARY 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 **FEBRUARY 28, 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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-210

**RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR FEBRUARY 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 **FEBRUARY 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-086-211

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

WHEREAS, the Business Administrator/Secretary to the Board has submitted a computer printout of the checks registered for payment for the period of **FEBRUARY 21, 2018 to MARCH 20, 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 –		
10		FICA REIMBURSEMENT –		
		TOTAL FUND 10		
11	11-000-XXX	UNDISTRIBUTED EXPEND	33	41879.57
	11-150-XXX	REGULAR – HOME INS		
	11-190-XXX	REGULAR PROGRAM UNDISTR	10	4273.49
	11-213-XXX	RESOURCE ROOM	1	24.66
	11-215-XXX	PRESCH. DISAB. PART-TIME	1	176.61
	11-230-XXX	BASIC SKILLS/REMEDIAL		
	11-403-XXX	OTHER INSTR PROGRAMS	1	419.48
	11-999-XXX	POSTING ACCOUNTS		
	11-401-XXX	SCHOOL SPON COCURR	1	960.00
11	11-000-291	HEALTH/RX PAYMENT	2	59936.09
		TOTAL FUND 11	49	107669.90
12	12-000-400	FACILITIES ACQUISITION		
		TOTAL FUND 12		
20	20-231-XXX	TITLE 1A		
	20-250-XXX	IDEA BASIC	1	1400.00
	20-251-XXX	IDEA PRE-SCHOOL		
	20-270-XXX	TITLE 2A		
	20-280-XXX	TITLE 4A		
	20-450-XXX	REAP	3	5790.62
		TOTAL FUND 20	4	7190.62
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	5	5915.18
		TOTAL FUND 62		5915.18
81	81-190-100	UNEMPLOYMENT TRUST		
		TOTAL FUND 81		
82	82-000-520	FLEXIBLE SPENDING		
		TOTAL FUND 82		
90	90-000-100	PAYROLL/AGENCY		
		TOTAL FUND 90		
95	95-40X-210	STUDENT ACTIVITY	1	400.00
		TOTAL FUND 95	1	400.00

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
3/16/18	11-000-230-530-000-302-0	POSTMASTER	254.60
3/20/18	95-401-210-890-000-907-0	REGAL	239.02

		TOTAL	493.62

; 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	121175.70	0.00	121175.70	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	1106959.27	0.0	1106959.27	0.00%

; and

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

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
2/13/18	0073	0074	PAYROLL	81037.33
2/13/18	0073	0075	AGENCY WITHHOLDING	59056.36
			TOTAL	140093.69
2/26/18	0073	0074	PAYROLL	79224.04
2/26/18	0073	0075	AGENCY WITHHOLDING	58727.96
			TOTAL	137952.00

; and

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

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
	0075	0078	Unemployment Trust	
2/8/18	0075	0078	Unemployment Trust	350.54
2/15/18	0075	2178	Flexible Spending Account	30.00
2/27/18	0075	2178	Flexible Spending Account	30.00
	0075	0073	Chapter 78 Catch Up	
2/27/18	0075	0073	Chapter 78	14017.44
	0073	0075	TPAF Shortage	

	2178	0073	Due from FSA to Agency	24.00
	0075	2178	Flexible Spending Account	
	0075	2178	Flexible Spending Account	
			TOTAL	14451.98

; 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 **FEBRUARY 21, 2018 to MARCH 20, 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-086-212

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

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-086-213

RESOLUTION APPROVAL OF THE REPORT OF THE

TREASURER OF SCHOOL MONIES FOR JANUARY 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 **JANUARY 2017** Report of the Treasurer of School Monies is hereby accepted and approved.

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

K. APPROVE WITHDRAWAL OF FUNDS FROM THE MAINTENANCE RESERVE ACCOUNT

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-225

**RESOLUTION AUTHORIZING THE WITHDRAWAL OF FUNDS
FROM THE MAINTENANCE RESERVE ACCOUNT
PURSUANT TO N.J.A.C. 6A:23A-14-2**

WHEREAS, N.J.A.C. 6A:23A-14.2 (a), Maintenance Reserve, "that a district board of education shall establish, by resolution, a maintenance reserve account to be used to implement required maintenance for school district's facilities. The district is prohibited from using such funds for routine or capital maintenance"; and

WHEREAS, N.J.A.C. 6A:26A-14 states that "A district board of education or board of school estimate, as appropriate, may withdraw by resolution funds from the maintenance reserve account and appropriate the funds into the required maintenance account lines at budget time or any time during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan" pursuant to N.J.A.C. 6A:26A-4 et seq; and

WHEREAS, the Board of Education wishes to approve a **fifty thousand dollar (\$50,000)** withdraw from the Maintenance Reserve effective **July 1, 2018**.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Business Administrator shall withdraw the **fifty thousand dollar (\$50,000)** amount from the Maintenance Reserve account.

L. APPROVE TITLE I EQUITABLE ACCESS ACTION PLAN

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-226

**RESOLUTION APPROVING THE TITLE I EQUITABLE ACCESS ACTION PLAN
OF THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT
PURSUANT TO ESEA SECTION 1117**

WHEREAS, ESEA Section 1117 provides equitable services for nonpublic school students; and

WHEREAS, Equitable Title I services must be available for low-achieving nonpublic students whose residence of record (parents'/guardians' place of residence) is in a public school attendance area that receives Title I funds. This includes nonpublic students in Title I eligible, but not participating (skipped) attendance areas. Students who receive services must meet Title I criteria, i.e., multiple objective, educationally related criteria to determine which nonpublic students from the school attendance areas are considered low performing; and

WHEREAS, Low-income children who attend nonpublic schools are included in the census poverty counts that the United States Department of Education uses to determine the public school district's Title I allocation, therefore these children are entitled to Title I services. Title I services are offered under the Child Benefit Theory, which was developed to comply with the Constitutional prohibition against federal funding to private schools. Therefore, Title I funds must benefit the individual child, not the nonpublic school, and be provided by the local educational agency (LEA); and

WHEREAS, To ensure that eligible nonpublic students receive Title I services, school districts must apply a three-phase process:

1. Locating and counting the nonpublic students
2. Consulting with the nonpublic school officials
3. Providing Title I services for eligible nonpublic students

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Springfield Township School District has implemented a Title I Equitable Participation Action Plan.

M. APPROVE THE DATE OF A PUBLIC HEARING ON THE 2018-2019 SCHOOL BUDGET

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-230

**RESOLUTION APPROVING THE DATE FOR THE HOLDING OF A PUBLIC HEARING
ON THE SPRINGFIELD TOWNSHIP 2018-2019 SCHOOL BUDGET
PURSUANT TO N.J.S.A. 18A:22-13**

WHEREAS, N.J.S.A. 18A:22-10 provides that upon the preparation of its budget, the Board of Education shall fix a date, place and time for the holding of a public hearing upon its annual budget and the amounts of money necessary to be appropriated for the use of the budget schools for the ensuing school year and the various items and purposes for which the same are to be appropriated and that said hearing shall be held before the Board of Education; and

WHEREAS, N.J.S.A. 18A:22-13 provides that on the date and at the time and place, so fixed, the board of education shall hold such public hearing at which the taxpayers and other interested persons shall have the opportunity to present objections and to be heard with respect to said budget and the amounts of money necessary to be appropriated and the various items and purposes for which the same are to be appropriated for the use of the public schools in the district for the ensuing school year; and

WHEREAS, the Board of Education wishes to establish the hearing date as **Wednesday, April 25, 2018.**

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that a public hearing on the **2018-2019** school budget shall be held on **Wednesday, April 25, 2018 at 7:00 P.M. EST in the Springfield Township Elementary School Media Center, 2146 Jacksonville-Jobstown Road, Jobstown NJ 08041** so that the taxpayers and others will have the opportunity to hear said budget.

N. APPROVE THE TRANSMITTAL OF THE 2018-2019 SCHOOL BUDGET

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-231

**RESOLUTION AUTHORIZING TRANSMITTAL OF THE 2018-2019 SCHOOL BUDGET
BY THE SPRINGFIELD TOWNSHIP BOARD OF EDUCATION
PURSUANT TO N.J.S.A. 18A:22-7**

WHEREAS, N.J.S.A. 18A:22-7 provides that the board of education shall prepare a budget for the school district for the ensuing year, the **2018-2019** budget, and to transmit to the Department of Education County Office on or before **Thursday, March 29, 2018;** and

WHEREAS, the Springfield Township Board of Education has reviewed the proposed budget and wishes to transmit said budget to the Office of the Burlington County Superintendent of Schools with the following **2018-2019** general fund, special revenue fund and debt service fund total budget as well as the **2018-2019** general fund and debt service fund local tax levy amounts:

TOTAL 2018-2019 BUDGET

FUND	AMOUNT
Current Fund - Fund 11	4,779,511
Capital Outlay - Fund 12	1,375
Special Revenue Fund - Fund 20	101,945

Debt Service Fund - Fund 40	288,569
TOTAL	5,171,400

2018-2019 TAX LEVIES

FUND	AMOUNT
Current Fund - Fund 10	3,262,213
Debt Service Fund - Fund 40	288,569
TOTAL	3,550,782

WHEREAS, the following is a summary of conditions in the School District Budget Statement for the School Year **2018-2019**:

1. The Local Tax Levy amount of \$3,262,213 is below the Tax Levy Cap Calculation amount by \$210,719
2. The Total Adequacy Spending of \$4,025,856 is above the District Adequacy Budget of \$2,518,639 by \$1,507,217.
3. The 2018-2019 Local Tax Levy of \$3,550,782 is above the Minimum Tax Levy of \$2,518,639 by \$1,032,143.

WHEREAS, the Springfield Township School District's per pupil cost for administration must be less than or equal to the lower of either the regional limit or the School District's inflated **2018-2019** original budgeted per pupil cost for administration and the below summary table certifies compliance:

	Revised Budget 2017-18	Approved Change 2017-18	Regional Limit 2018-19	Budget 2018-19
TOTAL ADMINISTRATIVE COSTS PER PUPIL	1893	1839	2032	

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 transmittal of the **2018-2019** school year budget is hereby authorized; and

BE IT FURTHER RESOLVED that the Board of Education certifies that the total administrative costs per pupil in the **2018-2019** Annual School District Budget Statement are below or equal to the required limit.

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, March 27, 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

Mr. Madia asked about considering spending some money on padding for the gym walls.
Mr. Bucs mentioned the Line Item Status Report and asked what encumbered items included. He also asked what projects from the committee that we'd like to consider working on.

PERSONNEL & NEGOTIATIONS

A. APPROVING THE RESIGNATION OF A CAFETERIA AIDE

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-214

RESOLUTION ACCEPTING THE RESIGNATION NOTICE
OF A CAFETERIA AIDE – PCR #: Z-OSS001
FOR THE SPRINGFIELD TOWNSHIP SCHOOL

WHEREAS, the Superintendent of Schools received official resignation notice from **Jack Thorn**, Cafeteria Aide, 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 resignation is hereby accepted effective **February 23, 2018**; and

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

B. APPROVING HOMEBOUND INSTRUCTION FOR PUPIL

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-215

**RESOLUTION RETROACTIVELY APPROVING HOMEBOUND INSTRUCTION
PURSUANT TO N.J.A.C. 6:28-4.5(c)
FOR A PUPIL IDENTIFIED AS A.J.
AND AUTHORIZING A TRANSFER OF FUNDS**

WHEREAS, the Township of Springfield Board of Education finds individual circumstances which require District pupils, public and non-public, to receive homebound instruction for periods of time; and

WHEREAS, N.J.A.C. 6:28-4.5(c) provides that instruction shall be provided for pupils confined to a hospital, convalescent home, other medical institution or at residence for at least a two (2) week period of time and determined by the school physician to need home instruction or classified by the child study team as educationally disabled and case law supporting the providing of home instruction to suspended students who posed a substantial danger pursuant to New Jersey case law RR -v- Board of Education of Shore Regional, 109 NJ sup, 337 Chancery Division, 1970; and

WHEREAS, a pupil of the district has been assigned homebound instruction, provided by Springfield Township School District certified staff, **Dawn Shook**, based upon the recommendation of **The Children's Hospital of Philadelphia**, Philadelphia, Pennsylvania, which is expected to last more than two (2) weeks; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above homebound instruction is hereby approved at the determined rate of **forty dollars and no cents (\$40.00) per hour**; and

BE IT FURTHER RESOLVED that the homebound instruction period of this subject approval shall begin on **March 5, 2018 through March 23, 2018 [estimate thirty (30) hours]**, and that any and all extensions shall be approved subject to N.J.A.C. 6:28-4.5 (a) 7.

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

CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-150-100-101-000-130-0	
Account Title	GRD1-5 HOME INST PAY	
Certification Date	March 9, 2018	
Beginning Balance		480.00
Contract Encumbrance Account		-1200.00
Revised Balance		-720.00
Transfer Fr Account Number	11-150-100-101-000-130-1	
Transfer Fr Account Title	GRD6 HOME INST PAY	
Transfer Fr Opening Balance	480.00	
Transfer Fr/To Amount	-480.00	480.00
Transfer Fr Ending Balance	0.00	
Transfer Fr Account Number	11-130-100-101-050-104-0	
Transfer Fr Account Title	GRD6 TCH SUB PAY	
Transfer Fr Opening Balance	1020.00	
Transfer Fr/To Amount	-240.00	240.00
Transfer Fr Ending Balance	780.00	
Ending Balance		0.00

Fiscal Notes:

Casey DeJoseph
Business Administrator/Board Secretary

C. APPROVING SUBSTITUTES FOR THE 2017-2018 SCHOOL YEAR

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-216

**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	Custodians	Maintenance
	Patrick Fennessy	Patrick Fennessy	Larry Shea

; and

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

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday March 27, 2018
Minutes – Regular Meeting – 086**

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. APPROVING THE RESIGNATION OF A PAYROLL CLERK

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-227

**RESOLUTION ACCEPTING THE RESIGNATION NOTICE
OF A PAYROLL CLERK – PCR #: FF-CAB002 FOR THE SPRINGFIELD TOWNSHIP SCHOOL**

WHEREAS, the Superintendent of Schools received official resignation notice on March 12, 2018 from **Sally Baer, Payroll Clerk, 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 resignation is hereby accepted effective **April 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
PAYROLL CLERK	N/A	#17/18-FF-CAB002

***** *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, March 27,**

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday March 27, 2018
Minutes – Regular Meeting – 086**

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

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

CURRICULUM & TECHNOLOGY

A. APPROVAL OF TRAVEL AND RELATED EXPENSES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-086-229

**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:

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- 67 [1] training and seminars which means all regularly scheduled, formal residential and non-
68 residential training functions, conducted at a hotel, motel, convention center, residential
69 facility, or at any educational institution or facility;
70 [2] conventions and conferences which means general programs, sponsored by professional
71 associations on a regular basis. Which address subjects of particular interest to a school
72 district or are convened to conduct association business. The primary purpose of
73 employee attendance at conferences and conventions is the development of new skills
74 and knowledge or the reinforcement of those skills and knowledge in a particular field
75 related to school district operations. These are distinct from formal staff training and
76 seminars, although some training may take place at such events;
77 [3] regular school district business which means all regular official business travel, including
78 attendance at meetings, conferences and any other gathering which are not covered by
79 the definitions included in other section of P.L. 2007, c.53;
80 [4] retreats which means meetings with school district employees and school board
81 members, held away from the normal work environment at which organizational goals
82 and objectives are discussed. If available, school district facilities shall be utilized for this
83 type of event.
84 ; and
85

86 **WHEREAS,** a board of education implemented Policy #6471 which regulates travel expenditures for
87 School District employees and school board members that are in accordance with P.L. 2007, c.53;
88

89 **WHEREAS,** each district board of education shall maintain separate accounting for school district
90 travel expenditures as necessary, to ensure compliance with the school district's maximum travel
91 expenditure amount. This may include, but need not be limited to, a separate offline accounting of such
92 expenditures or expanding the school district's accounting system. The tracking system shall be
93 sufficient to demonstrate compliance with P.L. 2007, c.53 and Board of Education Policy #6471, and shall
94 provide auditable information;
95

96 **WHEREAS,** the below listing has been submitted for approval by the Board of Education:
97
98

Employee Name	Craig Vaughn		
District Assignment	CSA		
Travel Date(s)	June 25 – 28, 2018		
Travel Destination	Robbinsville, NJ		
Travel Type	Car		
Sponsoring Entity	NJ DOE		
Event Description	School Safety Specialist Training		
Funding Source	STF TRAIN CSA WRKSHP REG		

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Account Series	11-000-223-500-050-280-0		
Registration Fee			
Lodging/Hotel Rate			
Meal Allowance	70.00		
Mileage (31 cents per mile)	49.60		
Tolls			
Parking			
Miscellaneous Exp (Explain)			
TOTAL	119.60		

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

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

**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	

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Certification Date	March 13, 2018	
Beginning Balance		950.17
Contract Encumbrance Amount		-119.60
Ending Balance		830.57

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, March 27, 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

POLICIES & PROCEDURES

A. APPROVE POLICIES & PROCEDURES UPON FIRST READING & INTRODUCTION

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-224

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**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

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;

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, March 27, 2018** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

**Springfield Township Board of Education
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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	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-086-221

**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

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

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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:

February 2018

Date / Time	2/21/18 9:22 am	2/26/2018 2:29 pm	
Type of Drill	Fire Drill	Shelter in Place	
Duration of Drill	4 minutes 9 seconds	5 minute 34 seconds	
Weather Conditions	Cloudy 60's	Cloudy 50'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-086-222

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

**Springfield Township Board of Education
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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
Springfield Rec	March 12, 2018 – June 1, 2018	6 - 8 pm	T- Ball/Rookie Practice	Gym

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 AMENDMENTS TO THE 2017-2018 SCHOOL CALENDAR

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-223

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

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

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

WHEREAS, a school day shall consist of not less than four hours of actual instruction, except that in an approved Kindergarten, one continuous session of two and one half hours may be considered a full day.

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A half-day class shall be considered the equivalent of a full day's attendance only if the class is in session for four hours or more, exclusive of recess periods or lunch periods; and

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

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

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

WHEREAS, the following revisions to the 2017-2018 school calendar are hereby recommended for approval by the Superintendent of Schools:

IN SESSION DAYS LOST	IN SESSION DAY ADDED
Thursday, January 4, 2018	Friday, February 16, 2018
Friday, January 5, 2018	Friday, March 30, 2018 (PD Day for Teachers)
Thursday, March 8, 2018	Friday, May 25, 2018
Wednesday, March 21, 2018	Wednesday, June 20, 2018
Thursday, March 22, 2018	Thursday, June 21, 2018
	Friday, June 22, 2018

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

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

***** 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, March 27, 2018** in the **Media Center** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

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

Mr. Bucs would like there to be consideration to put snow days at the end of the year, include the days in the initial calendar so we don't have to go through multiple iterations of the school calendar.

UNFINISHED BUSINESS MATTERS

Mrs. DeJoseph provided the board with a cafeteria update; year to date we are at a net loss of -\$5,352.16 which Nutri-Serve attributes to low meal counts.

NEW BUSINESS MATTERS

Discussion of tuition rates-

Mr. Vaughn stated that for preschool we charge a percentage of the state's rate.

Mr. Andrew Eaton asked what the cost of running the preschool program is; aides, teachers, transportation costs, etc. He remembers the costs beginning to soar to almost \$50k per student and we used to send our students to Mansfield, he asked what the offset was for preschoolers with disabilities and how many are we anticipating. Mr. Vaughn state that the 4-year old program is capped at 15, and we are already at cap, and the 3-year old program is currently at 7 or 8 students enrolled.

Mr. Vaughn asked if the board would like to refer general education tuition costs to the finance committee.

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

Lauren Kessler stated that there are a lot of kids saying that there is a leaky window and black mold in the classroom.

Mr. Vaughn asked which room, Ms. Kessler responded that it was Mrs. Linton's class. Mr. Vaughn stated that we do have a few leaks but no mention of mold, he stated that Mr. Knewasser picked up where Mr. Dennis left off and as part of the maintenance reserve funds we plan to move the Media Center into the library to have a true Media Center, which will open up a classroom and allow us to move Mrs. Linton's classroom.

Melissa Poricelli wanted to comment on behalf of the public, and the Transparency Policy, and feels that getting basic answers might be in the best interest of the public to give explanations as to why some decisions are being made in regards to class size and combining classes, there are a lot of rumors, parents and kids talk, and to help relieve some tension it might be best to hear and see what decisions are being made and why.

Mr. Vaughn responded that decisions related to combining classes are his to make and class size is an entire board decision. He stated that we do have a reading specialist and an opportunity to help students and still preserve small class sizes for language arts and math, it is a decision that keeps him up; it is his goal to maintain small group core content areas; however, there will need to be some compromise, small sacrifices, which he is willing to take slings and arrows, but plans to avoid having the students in a full class together all day, the discussion is not 100% yet, so unfortunately we can't get out in front of something that isn't 100% yet. Per our current policy class size is on Mr. Vaughn, it's his decision, small class sizes are going to be difficult to maintain as we go forward, and he will fight to keep small class sizes at K, 1, and 2. As of now we have 27 kindergarteners as of the recent screenings.

Right now the preschool rate is set at \$2614.

Mr. Walker asked how long have we been doing the preschool program (4 or 5 years), and do we always cap it. Mr. Vaughn responded yes.

Mr. Bucs asked for a point of order as we have side conversations going on.

Mr. Eaton stated that the rates are a percentage of the state's rate.

Mr. Vaughn said the calculations won't be available until we submit the budget.

Mr. Eaton stated that he trusts the calculation puts us in the middle; Mr. Bucs has the same recollection, the approach in subsequent years has been to use the formula based on cost.

Mr. Eaton stated that he appreciates everyone coming out, there are a lot of things in the works. He asked the community where they envision the communication coming from: a memo, letter, Facebook; a place that states that nothing is set in stone but here's what is going on. We represent everyone.

One parent stated that she as a preschooler and a kindergartener and doesn't want to miss out on a spot in the preschool program because she doesn't know what the cost is yet and whether or not she can afford it.

Mr. Hale responded that we should have more information Thursday, after the budget is submitted with the county. Mr. Vaughn told her to reach out to Mrs. Webster and put her name on the list.

Cheryl Bucko stated that she believed the negotiations meeting was set for May 10th.

Mr. Eaton stated that he didn't have the information in front of him, but if May 10th is the date, then May 10th is set.

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MOTION ENTER CLOSED EXECUTIVE SESSION	TIME:	7:52 PM
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TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-086-228

**RESOLUTION AUTHORIZING THE SPRINGFIELD TOWNSHIP BOARD OF EDUCATION
TO MEET IN CLOSED EXECUTIVE SESSION
PURSUANT TO THE NEW JERSEY OPEN PUBLIC MEETINGS ACT
PUBLIC LAW 1975, c.231**

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

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

WHEREAS, the President of the Board of Education has determined that such a circumstance exists which warrants a closed executive session under **item #9** as above indicated and that the conducting of a closed executive session was duly authorized by the adoption of this Resolution. The subject to be discussed is as follows:

Employment/Personnel Matters

Discussion regarding Personnel/Reorganization of Administrative Personnel

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, pursuant to N.J.S.A. 10:4-6 et seq, that it meet in executive session closed to the public for the discussion of a matter which falls under a statutory exception to the New

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Jersey Open Public Meetings Act and that said closed session will be held on **Tuesday, March 20, 2018**; and

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

Wade Hale, President

Casey DeJoseph
Business Administrator

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, March 27, 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

MOTION RETURN FROM EXECUTIVE SESSION & ADJOURN

TIME:

9:12 PM

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CERTIFICATION OF THE BOARD SECRETARY

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, March 27, 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

Respectfully submitted,

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION

Casey DeJoseph
Secretary to the Board

{SEAL}