

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday July 17, 2018
Minutes – Regular Meeting – 198**

CALL TO ORDER	TIME	7:03 P.M.
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A **Regular Meeting** of the Springfield Township Board of Education will be held on **Tuesday, July 17, 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		7:04		8
9	Wade Hale, President	X			9

Others present:

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

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SCHOOL AND COMMUNITY PRESENTATIONS

NONE.

COMMITTEE UPDATES

FINANCE & BUDGET COMMITTEE – Mr. Bucs stated the committee is waiting on Strauss Esmay policy for Pre-K; State Aid reductions to be discussed.
NEGOTIATIONS – Mr. Andrew Eaton stated the committee is trying to find a date for fact finding; new proposed dates will be reviewed by the committee.

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.

NONE.

CORRESPONDENCE

Mr. Vaughn stated there were two letters from the STEA regarding the level 3 grievance on the health care waiver.

SUPERINTENDENT UPDATE & IMPORTANT DATES

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Mr. Vaughn provided an updated on the ESY and Summer Camp programs as well as the status of projects taking place during the summer.

APPROVAL OF MINUTES

WORK SESSION - Wednesday, June 13, 2018
REGULAR MEETING - Tuesday, June 19, 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, July 17, 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		4
5	Michael Ramalho			X					5
6	Gary Walker			X					6
7	Jennifer Webb			X					7
8	Eric Eaton		X	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-198-346

**Springfield Township Board of Education
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**RESOLUTION ACCEPTING ENROLLMENT STATISTICS
AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF JUNE 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>JUNE 30, 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	25	-3
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	6	+3
11-000-100-56X-60X-XXX	Out-of-District Placement	2	2	0
	TOTAL	239	220	-19

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	220	-1
April 2018	221	+1

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;and

May 2018	220	-1
June 2018	220	0
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 #17/18-198-347

**RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT
FOR THE MONTH OF JUNE 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

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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 **JUNE 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, July 17, 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		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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CONTRACT ADMINISTRATION

A. APPROVING A PROFESSIONAL SERVICE AGREEMENT FOR BOARD SOLICITOR SERVICES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-198-348

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington State of New Jersey, that the President and Secretary to the Board are hereby authorized to execute a contract for professional services with, **Robert Muccilli, Esq, Capehart Scatchard, Mount Laurel, New Jersey**, in an amount not-to-exceed **twelve thousand dollars (\$12,000) for the period from July 1, 2018 to June 30, 2019** and

BE IT FURTHER RESOLVED that billings shall be limited to contacts and inquiries from the designated contact persons listed on Standard Operating Procedure SOP-5-002. Monthly billings from any persons

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other than those designated in SOP5-002 shall not be eligible for compensation. The designated contact persons are as follows:

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

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

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
Name of Account	LEGAL BRD SOLICITOR SRV	
Account Number	11-000-230-331-000-214-0	
Certification Date	July 3, 2018	
Beginning Balance		\$12,000.00
Contract Encumbrance Amount		-12,000.00
Ending Balance		\$0.00

Fiscal Notes:

Casey DeJoseph
Business Administrator/Secretary to the Board

CERTIFICATION OF THE PUBLIC AGENCY COMPLIANCE OFFICER

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

Casey DeJoseph
Public Agency Compliance Officer
Business Administrator/Secretary to the Board

***** ***** *****
CERTIFICATION OF RECEIPT OF POLITICAL CONTRIBUTION DISCLOSURE FORM

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

Casey DeJoseph
Public Agency Compliance Officer
Business Administrator/Secretary to the Board

***** ***** *****
**B. APPROVING A RENEWAL AGREEMENT AND ADDENDUM FOR A FOOD SERVICE
MANAGEMENT COMPANY**

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-198-349

**RESOLUTION AUTHORIZING THE PRESIDENT AND SECRETARY TO THE BOARD
TO EXECUTE A RENEWAL AGREEMENT AND ADDENDUM
FOR A FOOD SERVICE MANAGEMENT COMPANY
FOR THE 2018-2019 SCHOOL YEAR
PURSUANT TO N.J.S.A. 18A:18A-42.1 AND 7CFR PARTS 210.16 & 210.21**

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WHEREAS, the Township of Springfield Board of Education desires to continue to provide food service for the District through the award of a food service management contract pursuant to N.J.S.A. 18A:18A-42.1 and 7CFR Parts 210.16 and 210.21; and

WHEREAS, N.J.S.A. 18A:18A-42.1 provides that a food service management contract may be renewed yearly for not more than four (4) additional years upon a finding by the Board of Education that the services are being performed in an effective and efficient manner; however, if a Board of Education elects to renew an existing contract with a food service management company, the terms and conditions of the existing contract shall remain substantially unchanged. At the time of renewal, any price increase shall not exceed the published Index Rate as defined in New Jersey Public Procurement Law of 1999, Chapter 440; the renewal fee shall not exceed the changes in the Index Rate for the 12 months preceding the most recent quarterly calculation available at the time the contract is renewed; and

WHEREAS, Nutri-Serve Food Management, Inc., Post Office Box 297, 4431 Route 130 South, Burlington NJ 08016 general support services allowance and management fees shall not exceed **eight thousand nine hundred sixty seven dollars and fifty cents (\$8,967.50)** per school year during the period of the agreement. This will be divided into forty two (42) weekly payments; and

WHEREAS, the School District and **Nutri-Serve Food Management, Inc.** shall work together to ensure a financially sound operation and shall guarantee financial results for the **2018-2019** school year as follows. **Nutri-Serve Food Management, Inc.** guarantees that the bottom line on the operational financial report for the school year will be at break even or no subsidy to the bottom line of the School District. If the annual financial return falls short of the aforementioned amount, **Nutri-Serve Food Management, Inc.** shall pay the difference to District in an amount up to one hundred percent (100%) of **Nutri-Service's** annual Management Fee; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, hereby authorizes a one (1) year renewal of the agreement for food service management with **Nutri-Serve Food Management, Inc.** for the **2018-2019** school year.

CERTIFICATION OF THE PUBLIC AGENCY COMPLIANCE OFFICER

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

Casey DeJoseph
Public Agency Compliance Officer
Business Administrator/Secretary to the Board

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, July 17, 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		4
5	Michael Ramalho			X					5
6	Gary Walker			X					6
7	Jennifer Webb			X					7
8	Eric Eaton	X		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-198-350

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

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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 attached revenue statement reports change in anticipated revenue is hereby acknowledged and accepted as compliance with N.J.A.C. 6:20-2.11(c)2.

**MONTHLY CERTIFICATION OF THE SECRETARY TO THE BOARD
REPORT ON CHANGES IN ANTICIPATED REVENUE**

Pursuant to N.J.S.A. 6:20-2.11(c)2, I report the following **JUNE 30, 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-198-351

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

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found that such an increase is not warranted, the purchase order shall be canceled and the goods returned. In no instance shall an adjustment be made to a purchase order that changes the purpose or vendor of the original purchase order or a bid award price; and

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that attached **JUNE 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

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RESOLUTION #17/18-RM-198-352

RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT
FOR THE MONTH OF JUNE 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 JUNE 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-198-353

RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS
FOR THE MONTH ENDING JUNE 30, 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

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must be for allowable costs. Expenditures must be related to the sub-grantee's cost objectives. Expenditures will be reviewed to determine that:

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

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

WHEREAS, the Business Administrator/Secretary to the Board has submits to the Board the following summary for the period ending **JUNE 30, 2018** for review and certification; and

YEAR	ACCT	GRANT	FUNC	OBJ	DESCRIPTION	AMOUNT	TOTAL
17-18	231	TITLE1A	100	101	SALARIES OF TEACHERS		2996
				610	GENERAL SUPPLIES		0
					TOTAL 100 SERIES		2996
			200	200	PERSONAL SRV EMP BENEF		0
				500	OTHER PURCHASED SERVICES		650
					TOTAL 200 SERIES		650
					MONTHLY TOTAL		3646
17-18	250	IDEA BSC	100	565	TUIT COUNTY SPEC SERV		0
				565	TUIT COUNTY SPEC SERV (ESY)		0

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					TOTAL 100 SERIES		0
			200	300	PURCH PROF/TECH SVS		2240
					TOTAL 200 SERIES		0
					MONTHLY TOTAL		2240
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

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17-18	450	REAP	200	500	OTHER PRCH SVS		0
					TOTAL 500 SERIES		0
					MONTHLY TOTAL		0
					TOTAL - ALL GRANTS		5886

REIMBURSEMENT SUMMARY

GRANT PROGRAM	YEAR	TOTAL FUNDS AVAILABLE	EXPENDITURES TO DATE	PRESENT ENCUMB	REMAIN BALANCE
TITLE1A	17-18	41776	39943	1573	261
IDEA BSC	17-18	70140	62750	7390	0
IDEA PSD	17-18	5037	3213	0	1824
TITLE 2A	17-18	10119	6599	0	3520
TITLE 4A	17-18	10000	10000	0	0
REAP	17-18	27725	21011	196	6520
TOTAL		164797	143516	9159	12125

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-198-354

**RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
AS OF JUNE 30, 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	39943	1572	261	0.01%
IDEA	17-18	70140	62750	7390	0.00	0%

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BSC						
IDEA PSD	17-18	5037	3213	0	1824	37%
TITLE 2A	17-18	10119	6599	0	3521	20%
TITLE 4A	17-18	10000	10000	0	0	0%
REAP	17-18	27725	21011	196	6520	24%

; 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-198-355

RESOLUTION PROVIDING FOR A SECRETARY TO THE BOARD'S

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**MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS
FOR THE MONTH OF JUNE 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 **JUNE 30, 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-198-356

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

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

WHEREAS, it became necessary to transfer funds among certain line items between the monthly meetings of in the month of **JUNE 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-198-357

**RESOLUTION AUTHORIZING THE PAYMENT OF BILLS
OF THE GENERAL ACCOUNTS AS CONTAINED
ON THE CHECK REGISTER FOR JUNE 30, 2018
AND ALL BANK/WIRE TRANSFERS FOR THE MONTH OF JUNE 2018**

WHEREAS, the Business Administrator/Secretary to the Board has submitted a computer printout of the checks registered for payment for the period of **JUNE 20, 2018 to JUNE 30, 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 – 6/15	1	7064.85
10		FICA REIMBURSEMENT – 6/30	1	7064.85
10		FICA REIMBURSEMENT –		
		TOTAL FUND 10	2	14129.70
11	11-000-XXX	UNDISTRIBUTED EXPEND	28	35409.29
	11-150-XXX	REGULAR – HOME INS		
	11-190-XXX	REGULAR PROGRAM UNDISTR	2	580.82
	11-213-XXX	RESOURCE ROOM		
	11-215-XXX	PRESCH. DISAB. PART-TIME		
	11-230-XXX	BASIC SKILLS/REMEDIAL		

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	11-403-XXX	OTHER INSTR PROGRAMS		
	11-999-XXX	POSTING ACCOUNTS		
	11-401-XXX	SCHOOL SPON COCURR		
11	11-000-291	HEALTH/RX PAYMENT		
		TOTAL FUND 11	30	35990.11
12	12-000-400	FACILITIES ACQUISITION		
		TOTAL FUND 12		
20	20-231-XXX	TITLE 1A	2	189.55
	20-250-XXX	IDEA BASIC	1	980.00
	20-251-XXX	IDEA PRE-SCHOOL		
	20-270-XXX	TITLE 2A		
	20-280-XXX	TITLE 4A		
	20-293-XXX	BCIP JIF	1	7400.60
	20-450-XXX	REAP	1	1387.16
		TOTAL FUND 20	5	9957.31
40	40-701-510	INTEREST ON BONDS		
		TOTAL FUND 40		
60	60-XXX-XXX	SUMMER CAMP		
		TOTAL FUND 60		
62	62-910-310	SCHOOL NUTRITION		
		TOTAL FUND 62		
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	2	96.83
		TOTAL FUND 95	2	96.83

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
		TOTAL	

; and

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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	122682.65	0.00	122682.65	0.00%
Apr 2018	118825.55	0.00	118825.55	0.00%
May 2018	165049.28	0.00	165049.28	0.00%
Jun 2018	49826.75	0.00	49826.75	0.00%
TOTAL	1563343.50	0.0	1563343.50	0.00%

; and

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

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
6/11/18	0073	0074	PAYROLL	81109.20
6/11/18	0073	0075	AGENCY WITHHOLDING	58976.06
			TOTAL	140085.26
6/19/18	0073	0074	PAYROLL	60342.16
6/19/18	0073	0075	AGENCY WITHHOLDING	48871.36
			TOTAL	109213.52
6/25/18	0073	0074	PAYROLL	23541.50
6/30/18	0073	0075	AGENCY WITHHOLDING	11166.17
			TOTAL	34707.67

; and

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

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
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	0075	0078	Unemployment Trust	
	0075	0078	Unemployment Trust	
6/19/18	0075	2178	Flexible Spending Account	189.38
6/11/18	0075	2178	Flexible Spending Account	189.38
	0075	0073	Chapter 78 Catch Up	
7/12/18	0075	0073	Chapter 78	14259.38
7/12/18	0075	0073	Dental	41.22
	0073	0075	TPAF Shortage	
	2178	0073	Due from FSA to Agency	
	0075	2178	Flexible Spending Account	
	2178	0073	Flexible Spending Account – Service Fee	
			TOTAL	14679.36

; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that payment of bills on **JUNE 20, 2018 to JUNE 30, 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).

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

**RESOLUTION AUTHORIZING THE PAYMENT OF BILLS
OF THE GENERAL ACCOUNTS AS CONTAINED
ON THE CHECK REGISTER FOR JULY 17, 2018
AND ALL BANK/WIRE TRANSFERS FOR THE MONTH OF JUNE 2018**

WHEREAS, the Business Administrator/Secretary to the Board has submitted a computer printout of the checks registered for payment for the period of **JULY 1, 2018 to JULY 17, 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 –		
10		FICA REIMBURSEMENT –		
		TOTAL FUND 10		
11	11-000-XXX	UNDISTRIBUTED EXPEND	19	67452.91
	11-150-XXX	REGULAR – HOME INS		
	11-190-XXX	REGULAR PROGRAM UNDISTR	9	14230.71
	11-213-XXX	RESOURCE ROOM		

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	11-215-XXX	PRESCH. DISAB. PART-TIME		
	11-230-XXX	BASIC SKILLS/REMEDIAL		
	11-403-XXX	OTHER INSTR PROGRAMS		
	11-999-XXX	POSTING ACCOUNTS		
	11-401-XXX	SCHOOL SPON COCURR		
11	11-000-291	HEALTH/RX PAYMENT	2	66879.09
		TOTAL FUND 11	30	148562.71
12	12-000-400	FACILITIES ACQUISTION		
		TOTAL FUND 12		
20	20-231-XXX	TITLE 1A		
	20-250-XXX	IDEA BASIC		
	20-251-XXX	IDEA PRE-SCHOOL		
	20-270-XXX	TITLE 2A		
	20-280-XXX	TITLE 4A		
	20-293-XXX	BCIP JIF		
	20-450-XXX	REAP		
		TOTAL FUND 20		
40	40-701-510	INTEREST ON BONDS		
		TOTAL FUND 40		
60	60-XXX-XXX	SUMMER CAMP		
		TOTAL FUND 60		
62	62-910-310	SCHOOL NUTRITION		
		TOTAL FUND 62		
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		
		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

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		TOTAL	

; and

WHEREAS, the New Jersey Quality Single Accountability Continuum (hereinafter “NJQSAC”), District Performance Review, B. Financial and Budgetary Control, Section j. requires that “Manual checks represent less than one percent of the checks issued on an annual basis (interfund payments are excluded from this requirement.). The following table monitors the issuance of manual checks as a percentage of checks issued to ensure compliance with NJQSAC:

MONTH	BILL LIST \$	MANUAL CK \$	TOTAL CK \$	MANUAL CK %
Jul 2018	148562.71	0.00	148562.71	0.00%
Aug 2018	0.00	0.00	0.00	0.00%
Sep 2018	0.00	0.00	0.00	0.00%
Oct 2018	0.00	0.00	0.00	0.00%
Nov 2018	0.00	0.00	0.00	0.00%
Dec 2018	0.00	0.00	0.00	0.00%
Jan 2019	0.00	0.00	0.00	0.00%
Feb 2019	0.00	0.00	0.00	0.00%
Mar 2019	0.00	0.00	0.00	0.00%
Apr 2019	0.00	0.00	0.00	0.00%
May 2019	0.00	0.00	0.00	0.00%
Jun 2019	0.00	0.00	0.00	0.00%
TOTAL	148562.71	0.00	148562.71	0.00%

; and

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

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
	0073	0074	PAYROLL	
	0073	0075	AGENCY WITHHOLDING	
			TOTAL	
	0073	0074	PAYROLL	
	0073	0075	AGENCY WITHHOLDING	
			TOTAL	

; and

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

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DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
	0075	0078	Unemployment Trust	
	0075	0078	Unemployment Trust	
	0075	2178	Flexible Spending Account	
	0075	2178	Flexible Spending Account	
	0075	0073	Chapter 78 Catch Up	
	0075	0073	Chapter 78	
	0075	0073	Dental	
	0073	0075	TPAF Shortage	
	2178	0073	Due from FSA to Agency	
	0075	2178	Flexible Spending Account	
	2178	0073	Flexible Spending Account – Service Fee	
			TOTAL	

; 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 **JULY 1, 2018 to JULY 17, 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-198-358

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

[BOARD SECRETARY'S REPORT]

FOR THE MONTH OF JUNE 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

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NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that a 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. APPROVING THE TREASURER REPORTS FOR THE MONTHS OF APRIL & MAY 2018

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-198-359

**RESOLUTION APPROVAL OF THE REPORT OF THE
TREASURER OF SCHOOL MONIES FOR APRIL & MAY 2018
PURSUANT TO N.J.S.A. 18A:17-36**

WHEREAS, N.J.S.A. 18:4-14 mandates that all public school districts utilize an accounting system that is consistent with generally accepted accounting principles; and

WHEREAS, the Report of the Treasurer of School Monies serves as a mechanism that allows the treasurer to meet the requirements mandated by N.J.S.A. 18A:17-36 as it provides for an independent accounting of all cash transactions for a given period of time; and

WHEREAS, Amy Lerner, Springfield Township Treasurer of School Monies, has submitted the attached report which has been distributed, reviewed and accepted by the Board of Education; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the **APRIL & MAY 2018** Report of the Treasurer of School Monies is hereby accepted and approved.

K. ACCEPTING THE ANNUAL ALLOCATION OF ESEA FUNDS FOR 2018-2019

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-198-360

**Springfield Township Board of Education
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**RESOLUTION ACCEPTING THE ANNUAL ALLOCATIONS
FOR CERTAIN FEDERAL GRANT-IN-AID PROGRAMS
AND AUTHORIZING THE SUBMISSION OF APPLICATIONS
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT**

WHEREAS, Title I, Part A provides financial assistance to local educational agencies and schools with high numbers or high percentages of children from low-income families to help ensure that all children meet challenging state academic standards. Federal funds are currently allocated through four statutory formulas that are based primarily on census poverty estimates and the cost of education in each state; and

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 purpose of the Title 4, Part A program is comprised of three key programmatic areas: Well-rounded Educational Opportunities, Safe and Healthy Students, and Effective Use of Technology. The SSAE program provides schools the flexibility to tailor the program based on the needs of their unique student populations. Districts are encouraged to coordinate and integrate the SSAE program with activities authorized under other sections of ESEA, as well as other federal programs to improve outcomes for students. Allowable uses of funds may include, but are not limited to: direct services for students, professional development for teachers and administrators, salaries of personnel to carry out identified programs and services, and supplemental educational resources and equipment; and;

WHEREAS, the annual allocations are as follows:

Grant Description	Annual Allocation
ESEA Title 1 Part A	\$41,762
ESEA Title 2 Part A	\$7,593
ESEA Title 4 Part A	\$10,000

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. ACCEPTING THE ANNUAL ALLOCATION OF IDEA FUNDS FOR 2018-2019

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

Springfield Township Board of Education
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RESOLUTION #17/18-RM-198-361

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

WHEREAS, Title I, Part A provides financial assistance to local educational agencies and schools with high numbers or high percentages of children from low-income families to help ensure that all children meet challenging state academic standards. Federal funds are currently allocated through four statutory formulas that are based primarily on census poverty estimates and the cost of education in each state; and

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, IDEA Part B Basic provides supplemental funds to ensure that all children with disabilities ages 3 through 21 receive a free appropriate public education in the least restrictive environment. Funds may be used to support salaries of staff who provide services for special education students. This may include teachers, aides, administrative staff and other personnel such as social workers, psychologists, and physical therapists; training; specialized consultants; and instructional supplies, materials and equipment; and

WHEREAS, IDEA Part B Preschool provides funds to employ staff and purchase materials/supplies to supplement a comprehensive special education program for children with disabilities ages 3 through 5; and

WHEREAS, the annual allocations are as follows:

Grant Description	Annual Allocation
IDEA Basic	\$68,410
IDEA Pre-School	\$5,054

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.

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**M. REJECTING THE ANNUAL ALLOCATION OF ESEA TITLE III FUNDS THE ESTABLISHMENT
OF AND DEPOSIT INTO AN EMERGENCY RESERVE ACCOUNT**

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-198-362

**RESOLUTION REJECTING THE ANNUAL ALLOCATIONS
FOR CERTAIN FEDERAL GRANT-IN-AID PROGRAMS
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT**

WHEREAS, Title III provides financial assistance to local educational agencies and schools with an ESL or Bilingual program. Allowable uses INCLUDE: Increasing English language proficiency and academic achievement; ELL professional development; Parent/family/community engagement; Upgrading ELL programs; Curricula/materials/software/assessments for ELLs; Tutorials and materials (including native language) for ELLs; PreK-12 ELL program improvement; Early college high school or dual enrollment programs for ELLs; Improving instruction, including for ELLs with disabilities; and

WHEREAS, the annual allocations rejected are as follows:

Grant Description	Annual Allocation
ESEA Title III	\$191

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.

N. APPROVING THE MEMBERSHIP IN THE BCSCRT FOR THE 2018-2019 YEAR

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-198-373

**RESOLUTION APPROVING MEMBERSHIP IN THE
BURLINGTON COUNTY SCHOOL CRISIS RESPONSE TEAM (BCSCRT)
FOR THE 2018-2019 SCHOOL YEAR**

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey hereby approves membership in the Burlington County School Crisis Team for the 2018-2019 School Year at a cost not to exceed **six hundred fifty dollars and no cents (\$650.00)**.

CERTIFICATION OF AVAILABILITY OF FUNDS

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

Fiscal Notes:

Casey DeJoseph
Business Administrator/Board Secretary

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, July 17,**

**Springfield Township Board of Education
Jobstown, NJ 08041
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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		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

Mr. Bucs asked how the revenue report would be affected now that the district's state aid is being reduced.

PERSONNEL & NEGOTIATIONS

A. APPROVING THE APPOINTMENT OF A PART-TIME CUSTODIAN FOR THE 2018-2019 SCHOOL YEAR

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-198-363

**RESOLUTION THE APPROVING THE APPOINTMENT
OF A PART-TIME CUSTODIAN
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT
FOR THE 2018-2019 SCHOOL YEAR**

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

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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:	Joann Otting
STEP ON SCALE:	Step 1
ADDITIONAL COMPENSATION	N/A
ANNUAL COMPENSATION LEVEL:	\$19,553.13
POSITION CONTROL NUMBER:	BB-SC001
FULL TIME EQUIVALENT:	0.625
EFFECTIVE DATE:	August 1, 2018

Jersey 1 st Classification	New Jersey Resident
Health Care Coverage	N/A
Pension System Enrollment	DCRP
Annual Sick Leave Allocation	10.0 9
Annual Personal Leave Allocation	3.0 2.75
Annual Vacation Leave Allocation	10.0 9
Annual Emergency Leave Allocation	2.5

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.

EMPLOYEE HIRING MANDATORY ITEM CHECK LIST

-1- Completed Physical	-2- TB Test Certificate	-3- Fingerprint Clearance	-4- Emergent Hire Form	-5- Black Seal License	-6- Right To Know Training	-7- Laboratory Compliance Training	-8- Driver License Check	-9- Hepatitis B Series
TBS	TBS	TBS	TBS	NR	NR	NR	NR	NR

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	Custodial Only		Science Only	Bus/Van Only	High Risk Only
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Legend: SB = Submitted NS = Not Submitted NR = Not Required TBS = To Be Scheduled TBO = To Be Obtained

Required Before Start of Employment = Items 1, 2, 3 or 4, 8 [bus/van only]
Required Within 1 Year = Item 5

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]
8/1/18	19553.13	24	814.72	22	17923.84	9	81.48	733.32	17842.44

CERTIFICATION OF AVAILABILITY OF FUNDS – 2017-2018

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-262-110-000-100-0	
Account Title	CUST SAL	
Certification Date	July 3, 2018	
Beginning Balance		92291.25
Contract Encumbrance Account		-19553.13
Ending Balance		72738.12

Notes:

B. APPROVING THE APPOINTMENT OF SUBSTITUTE POSITIONS FOR 2018-2019

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-198-364

**RESOLUTION APPROVING THE SUPERINTENDENT OF SCHOOLS'
RECOMMENDATION FOR THE SUBSTITUTE POSITIONS**

**Springfield Township Board of Education
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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	Custodians
Christine Alpin	Christine Forte	Constance King	Christine Fitzpatrick	MaryAnn Burg
Karolyn Anderson	Leslie Shinn-Brewer		Fatma Flynn	Patrick Fennessy
Dianna Angello	Brielle Capra		Victoria Estronza	Larry Shea
Deborah Baiamonte	Dianna Angello		Tara Kowalczyk	Chelsea Swaggler
Donna Bouchelle	Mary Jane Sprague			
Caron Cheatom				
Jacqueline Cuccia				
Melissa Diaz				
Allison Fessenden				
Rachelle Guevara				
James Hormozi				
Monica Jackson				
Pauline Karadis				
Erin Kok				
Mary Kominkiewicz				
Sarah Matos				
Heidelinde Nitka				
Charmine Ramos				
Jean Robson				
Jillian Ruczynski				
Laura Sadowski				
Sharon Saunders				
Maureen Simcox				
Robert Sinclair				
Mary Jane Sprague				
Dianne Stelljes				
Judith Ann Sweet				
Cierra Wright				

; and

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

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

**C. APPROVING THE COMPLETION OF THE CSA'S MERIT GOALS AND AUTHORIZING
PAYMENT**

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-198-365

**RESOLUTION APPROVING COMPLETION OF THE
CHIEF SCHOOL ADMINISTRATOR'S MERIT GOALS
FOR THE 2017-2018 SCHOOL YEAR AND AUTHORIZING PAYMENT**

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

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

WHEREAS, the Superintendent submits for approval the following merit goals for the 2017-2018 school year:

Qualitative Goal #1

- The Superintendent will develop a comprehensive plan for the implementation of a summer camp program to be held at Springfield Elementary School during July 2018. The summer camp program will consist of academic (STEAM related), fitness, and artistic offerings in both AM and PM settings. All camp activities will be facilitated by certificated professionals.

Partially Met:
Percentage = 1.3%
Dollar value = \$1625.00

Qualitative Goal #2

- The superintendent will develop an action plan to identify and begin steps toward reducing achievement gaps at all levels. During the 2017-2018 school year, ad-hoc committees will be formed to focus on classroom achievement disparities, student behavior disparities, and

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attendance disparities, with findings reported out through grade-level, faculty, and Board of Education meetings. By June 2018, the superintendent will present a preliminary 5-year plan to address and remedy the identified disparities.

Met in Full:
Percentage = 2.5%
Dollar value = \$3125.00

Quantitative Goal #1

- The Superintendent will demonstrate gains in the mean Lexile score, district-wide in grades K-2, as measured by the Measures of Academic Progress (MAP) assessment for Reading. The percentage gains will be based upon the benchmark assessment given to students in the Fall of 2017 noting readiness for college and careers. The Superintendent will monitor the gains throughout the year by reviewing quarterly the current Lexile scores, which are a scale for measuring both reading ability of an individual and the text complexity of materials he or she encounters, to determine if the district is on target to meet with the goal; this progress will be communicated to teaching and administrative staff.

Met In Full:
Percentage = 3.3%
Dollar value = \$4125.00

Quantitative Goal #2

- The Superintendent will demonstrate gains in the mean RIT score, district-wide in grades 3-4, as measured by the Measures of Academic Progress (MAP) assessment for Language Usage. The percentage gains will be based upon the benchmark assessment given to students in the Fall of 2017 noting readiness for college and careers. The Superintendent will monitor the gains throughout the year by reviewing quarterly the current RIT scores, which are an equal interval scale scores used to measure student academic readiness and establish realistic growth targets, to determine if the district is on target to meet with the goal; this progress will be communicated to teaching and administrative staff.

Partially Met:
Percentage = 1.1%
Dollar value = \$1375.00

Quantitative Goal #3

- The Superintendent will ensure that students participating in the Reading Recovery Program during the 2016-17 school year, and exited the program successfully, maintain at or above grade level standards for reading as measured by the Observation Survey of Early Literacy Achievement (focusing on letter identification, word reading, concepts about print, writing vocabulary, hearing and recording sounds in words, and text reading) in May 2018.

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Partially Met:
Percentage = 2.2%
Dollar value = \$2750.00

NOW, THEREFORE, BE IT RESOLVED that the Springfield Township Board of Education, County of Burlington, State of New Jersey, hereby recognizes that the above goals have been approved and authorizes payment for the above qualitative goals for the Chief School Administrator for the **2017-2018** school year.

BE IT FINALLY RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the President and Business Administrator/Secretary to the Board are hereby authorized to execute a payment above qualitative goals for the Chief School Administrator for the **2017-2018** school year.

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

CERTIFICATION OF AVAILABILITY OF FUNDS

CATEGORY	DESCRIPTION	AMOUNT
Account Number	11-000-230-100-000-150-0	
Account Title	CSA MERIT PAY	
Certification Date	July 3, 2018	
Beginning Balance		\$18,738.00
Contract Encumbrance Account		-13,000.00
Ending Balance		\$5,738.00

Fiscal Notes:

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

D. APPROVING THE APPOINTMENT OF CERTAIN HOURLY POSITIONS FOR THE 2018-2019 SCHOOLYEAR

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-198-366

**RESOLUTION APPROVING THE CHIEF SCHOOL ADMINISTRATOR'S
RECOMMENDATION FOR THE CERTAIN 2018-2019 HOURLY POSITIONS**

**Springfield Township Board of Education
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FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT

WHEREAS, the Chief School Administrator has identified the need for the below hourly positions for the **2016-2017** school year and recommends approval to the Board of Education:

1. Appointment of Before School Student Monitoring Aide for the 2018-2019 School Year

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

2. Appointment of AM & PM Bus Aides

Employee	Time / Duration	Rate
Denise Buffa	AM route – 45 minutes	\$20 per hour
Kristin Pollack	AM & PM route – 90 minutes	\$20 per hour
Annette Capra	PM route – 45 minutes	\$20 per hour
Heather Schwarzwald	PM route – 45 minutes	\$20 per hour

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

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, July 17, 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		4
5	Michael Ramalho			X					5
6	Gary Walker			X					6

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7	Jennifer Webb	X						X	7
8	Eric Eaton		X	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. ACCEPTING THE 2013 DANIELSON FRAMEWORK FOR TEACHING AS THE DISTRICT
EVALUATION INSTRUMENT FOR TEACHERS**

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-198-367

**RESOLUTION ACCEPTING THE 2013 DANIELSON FRAMEWORK FOR TEACHING
AS THE DISTRICT'S EVALUATION INSTRUMENT FOR TEACHERS**

WHEREAS, each district board of education may establish a rubric for assessment;
and;

WHEREAS, the 2013 Danielson Framework provides the newest rubric enhancing links to the
Common Core State Standards,

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

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

B. APPROVING TRAVEL AND RELATED EXPENSES FOR DISTRICT EMPLOYEES

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**Springfield Township Board of Education
Jobstown, NJ 08041
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RESOLUTION #17/18-198-368

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

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

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

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District Assignment	Phys Ed / Health		
Travel Date(s)	21-Sep-18		
Travel Destination	Millstone Elks Lodge - Clarksburg, NJ		
Travel Type	Automobile		
Sponsoring Entity	Handle With Care		
Event Description	Handle With Care		
Funding Source	Handle W/Care PD Pur Srv		
Account Series	11-000-223-390-050-323-0		
Registration Fee	450		
Meal Allowance	0		
Mileage Estimate	12.46		
Tolls & Other Transportation	0		
Hotel/Motel Rate	0		
Miscellaneous Exp (Parking)	0		
TOTAL	462.46		

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**

**Springfield Township Board of Education
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Wade Hale, President

ATTEST:

Casey DeJoseph
Business Administrator/Board Secretary

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

CERTIFICATION OF AVAILABILITY OF FUNDS

Category	Description	Amount
Expend Account Number	11-000-223-390-050-323-0	
Account Title	HANDLE W/CARE PD PUR SRV	
Certification Date	July 3, 2018	
Beginning Balance		1000.00
Contract Encumbrance Amount		-462.46
Ending Balance		537.54

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, July 17, 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

**Springfield Township Board of Education
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2	Kristen Lippincott, Vice President			X					2
3	Andrew Eaton			X					3
4	Gregory Madia						X		4
5	Michael Ramalho		X	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

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

Mr. Bucs asked for a presentation on the Danielson Framework.

POLICIES & PROCEDURES

A. APPROVE POLICIES & PROCEDURES UPON FIRST READING & INTRODUCTION

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-198-369

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

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

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

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

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File Code	Name
Policy & Reg 1550	Equal Employment/Anti-Discrimination Practices (M) (Revised)
Policy & Reg 5350	Student Suicide Prevention (M) (Revised)
Policy 5533	Student Smoking (M) (Revised)
Policy & Reg 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
Policy 8462	Reporting Potentially Missing or Abused Children (M) (Revised)
Bylaw 0174	Legal Services

1297

1298

1299

1300

1301

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

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

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, July 17, 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		4
5	Michael Ramalho			X					5
6	Gary Walker			X					6
7	Jennifer Webb		X	X					7
8	Eric Eaton			X					8

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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

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

FACILITIES, SECURITY & TRANSPORTATION
--

A. APPROVE MONTHLY FIRE & SECURITY DRILLS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-198-317

**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

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.

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; and

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

June 2018

Date / Time	6/13/18 1:52 pm	6/18/2018	
Type of Drill	Lockdown	Fire Drill	
Duration of Drill	8 minutes 6 seconds	2 minutes 31 seconds	
Weather Conditions	Cloudy 70's	Sunny 90'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. APPROVING APPLICATIONS FOR DUAL USE OF SPACE

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #17/18-RM-198-371

**RESOLUTION AUTHORIZING THE SUBMISSION
OF AN APPLICATION FOR DUAL USE OF EDUCATIONAL SPACE
PURSUANT TO THE REQUIREMENTS OF
THE NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM
FOR THE 2018-2019 SCHOOL YEAR**

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

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

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

APPLICATION FOR DUAL USE OF EDUCATIONAL SPACE

2018-2019 SCHOOL YEAR

This form is to be used when educational space is required but limited. Dual use of educational spaces is permitted under limited circumstances wherein two small group classes of similar nature separated by a movable divider are operating simultaneously within the same educational space. Permission to operate a dual use educational space must be obtained from the Executive County Superintendent annually.

County: Burlington District: Springfield Township

School: Springfield Township Elementary School

Room Number/Name: 13 State Approved Use: Instruction

Requested Use: Basic Skills Instruction And: Basic Skills Instruction

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

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

Submit the following with this application:

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

The Board of Education approved the Dual Use Application for the 2018-2019 school year on 7/17/2018 (Date).

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

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

**Springfield Township Board of Education
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(School Business Administrator)

(Date)

FOR EXECUTIVE COUNTY SUPERINTENDENT'S USE ONLY:

Date of Inspection by County Office: _____

Inspected by: _____

_____ Approved as is _____ Not approved

_____ Approved subject to the following conditions: _____

(Executive County Superintendent)

Revised (8-14-13) County Office

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that Superintendent of Schools and the Interim Business Administrator are hereby authorized to execute and submit an Application for Dual Use of Educational Space for the **2018-2019** school year.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday, July 17, 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		4
5	Michael Ramalho		X	X					5
6	Gary Walker			X					6
7	Jennifer Webb			X					7
8	Eric Eaton	X		X					8
9	Wade Hale, President			X					9

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Jobstown, NJ 08041
Tuesday July 17, 2018
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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

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

UNFINISHED BUSINESS MATTERS

Roof Update – No change, and no other updates at this time. This item will remain on the agenda until it has been resolved.

Mr. Walker requested an update on the fire alarms; Mr. Vaughn indicated that we are replacing one sensor in room 13 attic

Mr. Bucs stated that the solicitor will attend the health waiver arbitration and asked why the board wasn't notified of what they should do about the Level 3 Grievance; Mr. Vaughn explained that the board was given contract language regarding the process.

NEW BUSINESS MATTERS

Mr. Andrew Eaton suggested forming a Sustainability Committee to deal with the forecasted loss of state aid and asked for the board's input on how to develop the committee.

Mr. Walker seconded Mr. Eaton's idea and asked how we start; he suggested forming a committee to recommend how to start the committee.

Mr. Ramalho asked if this was something the Budget & Finance Committee should handle.

Mr. Bucs responded no, but the Sustainability Committee should report to the Budget & Finance Committee so they can weigh the financial impact.

Mr. Ramalho indicated he would like the entire board to be part of this at the start before breaking off into a subcommittee and asked if there is a policy that guides this type of work.

Mr. Andrew Eaton discussed that the board needs to stay in front of this to keep the community well informed.

Mr. Hale indicated that even with a 2% tax increase we cannot mitigate this loss.

Mr. Bucs stressed the importance of involving the community in the spirit of getting recommendations and assessing the community's take on the direction that should be taken.

Mr. Vaughn provided an overview of the funding process historically.

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Mr. Bucs spoke about the board's 5-year plan to reduce the budget and requested that the Budget & Finance Committee meet to review proposed cuts as recommended by the administration.

Mr. Hale spoke about financial guidance from the NJSBA.

Mr. Walker asked Mr. Vaughn how long he thought it would be before this impacts the school drastically.

Mr. Andrew Eaton stressed that action must be taken by August 1st

Mr. Bucs called for a motion to form a Sustainability Committee; motion was seconded by Mrs. Webb.

Mr. Hale requested volunteers; Mr. Ramalho, Mr. Walker, and Mrs. Lippincott volunteered

Mr. Hale advised the committee to establish goals and report back; he charged the committee to elect its chair; the full board will discuss and approve.

***** *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, June 19, 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		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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Mr. Bucs asked how class size will impact small group instruction and curriculum development.

Mr. Vaughn responded that class size doesn't drive curriculum; this should be driven by best practices and the requirement to meet state standards.

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Mr. Ramalho asked if administration would be part of this committee; Mr. Bucs responded yes, they are always.

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

Mr. Andrew Eaton commended the board on their continued hard work and willingness to make tough decisions.

Diana Angello asked when the information about the committee will be shared and volunteered to be on the committee.

The board directed Mr. Vaughn to communicate information via email to parents.

Mr. Bucs stated as a member of the public he would like to see the board reach out to other boards dealing with this issue and consider a lawsuit against the state for failing to provide promised funds.

MOTION TO ADJOURN

TIME

P.M.

CERTIFICATION OF THE BOARD SECRETARY

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6	Gary Walker			X					6
7	Jennifer Webb			X					7
8	Eric Eaton	X		X					8
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Respectfully submitted,

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION



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Casey DeJoseph
Secretary to the Board

{SEAL}