

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50**

CALL TO ORDER	TIME:	7:02 P.M.
----------------------	--------------	------------------

A **Regular Session** of the Springfield Township Board of Education was held on **Tuesday, February 19, 2019** at **7:02 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

Mrs. Lippincott, Board President led the Board 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	Andrew Eaton, Vice President		7:20 PM		2
3	Jason Angelo	X			3
4	Gregory Madia	X			4
5	Michael Ramalho			X	5
6	Gary Walker	X			6
7	Wade Hale	X			7
8	Kristen Lippincott, President	X			8

Others present:

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

SCHOOL AND COMMUNITY PRESENTATIONS

There were no school and community presentations.

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50**

COMMITTEE UPDATES

None

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

Before a matter is placed on the agenda, Administration has thoroughly reviewed it. Board Members preview the agenda items five days prior to the meeting and discuss questionable items with the Superintendent.

The Springfield Township BOE welcomes public comment during our public meetings. Public comments will only be permitted during the public comment periods at the beginning and end of each Board meeting. Each public comment period shall be limited to thirty minutes unless extended by a majority vote of the Board members present. Statements are limited to two, three minute time periods for a total of six minutes on any one topic.

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.

None

CORRESPONDENCE

Mr. Vaughn reported that there were three letters of resignation. They were for a custodian, teacher and Board Member. Mr. Madia voted to accept and Mr. Hale seconded. All present voted in the affirmative.

SUPERINTENDENT UPDATES & IMPORTANT DATES

Mr. Vaughn reported on the passage of Alysa's Law which requires a panic button be installed in the main office which would have direct access to the police department. He received an estimate for installation of \$5000. The 50 million bond issue that was approved in November should pay for some of the installation. The cost for monitoring would be free for the first two years and after that \$40 per month.

In two weeks, Read across America will take place in school.

Next Monday, the County Office will be here to review QSAC.

APPROVAL OF MINUTES

WORK SESSION MEETING - Wednesday, January 9, 2019
EXECUTIVE SESSION - Wednesday, January 9, 2019
REGULAR MEETING - Tuesday, January 15, 2019
EXECUTIVE SESSION - Tuesday, January 15, 2019

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Joseph Bucs						X		1
2	Andrew Eaton, Vice President			X					2

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50**

3	Jason Angello			X					3
4	Gregory Madia	X		X					4
5	Michael Ramalho						X		5
6	Gary Walker			X					6
7	Wade Hale		X	X					7
8	Kristen Lippincott, President			X					8

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

SUPERINTENDENT REPORT (ENROLLMENT & HIB REPORT)

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-102

**RESOLUTION ACCEPTING ENROLLMENT STATISTICS
AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF JANUARY 2019**

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, 2018	Count <u>January 31, 2019</u>	ifference
1-105-100-101-101-105	Pre-School Regular	20	18	-2
1-110-100-101-101-110	Kindergarten	23	38	+15
1-120-100-101-101-401	First Grade	24	23	-1
1-120-100-101-101-402	Second Grade	25	28	+3
1-120-100-101-101-403	Third Grade	26	24	-2

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

1-120-100-101-101-404	Fourth Grade	29	28	-1
1-120-100-101-101-405	Fifth Grade	26	32	+6
1-130-100-101-101-406	Sixth Grade	32	26	-6
1-212-100-101-101-100	Multiple Disabled	7	4	-3
1-215-100-101-101-100	Pre-School Disabled PT	6	6	0
1-000-100-56X-60X-XXX	Out-of-District Placement	2	2	0
	TOTAL	220	229	+9

88
89
90

Month	Enrollment	Monthly Change
June 2018	220	
July 2018	219	-1
August 2018	228	+9
September 2018	227	-1
October 2018	227	0
November 2018	229	+2
December 2018	229	0
January 2019	229	0

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50**

February 2019		
March 2019		
April 2019		
May 2019		
June 2019		
July 2019		

;and

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.

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-50-103

**RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT
FOR THE MONTH OF JANUARY 2019
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;

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:

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

A reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the students property, or placing a student in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or has the effect of insulting or demeaning any student or group of students; or creates a hostile educational environment for the student by interfering with the students education or by severely or pervasively causing physical or emotional harm to the student; and

WHEREAS, the results of each investigation shall be reported to the board of education no later than the date of the next board meeting following the completion of the investigation, and include:

1. Any services provided;
2. Training established;
3. Discipline imposed; or
4. Other action taken or recommended by the chief school administrator; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Superintendent of Schools reports the results of the following harassment, intimidation or bullying incidents for the month of **JANUARY 2019**:

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

Mr. Madia asked about the jump in Kindergarten enrollment

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

CONTRACT ADMINISTRATION

None

FINANCE & BUDGET

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

RESOLUTION #18/19-RM-50-104

**RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT
OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD
FOR THE MONTH OF JANUARY 2019 PURSUANT TO N.J.A.C. 6:23-2.11(c)2**

WHEREAS, the New Jersey Administrative Code, Title 6, Chapter 20, requires that the board secretary report monthly to the board of education changes in anticipated revenue amounts and sources; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the attached revenue statement reports change in anticipated revenue is hereby acknowledged and accepted as compliance with N.J.A.C. 6:20-2.11(c)2.

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

Pursuant to N.J.S.A. 6:20-2.11(c)2, I report the following January 31, 2019 changes in anticipated revenue amounts and sources as noted on the submitted revenue report.

Arlene Biesiada
Business Administrator/Board Secretary
TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-105

**RESOLUTION CERTIFYING THAT ANY REMITTANCE TO PURCHASE ORDERS
GREATER THAN THE APPROVED PURCHASE ORDER AMOUNT SHALL BE DETAILED
THROUGH THE APPROVAL OF THE MONTHLY CREDIT/DISBURSEMENT REPORT
PURSUANT TO N.J.A.C. 6A:23A-6.10
AND THAT THE BELOW REPORT IS FOR THE MONTH OF JANUARY 2019**

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

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50**

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that attached **JANUARY 2019** 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.

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

RESOLUTION #18/19-RM-50-106

**RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT
FOR THE MONTH OF JANUARY 2019
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**

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

WHEREAS, Public Law 2004, C. 73 requires New Jersey Department of Education Commissioner approval of transfers in any general fund account greater than ten percent (10%) on a cumulative basis; and

WHEREAS, a report has been developed by the School District's accounting software vendor, Asbury Park Computer Center and said report is attached herein; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that attached **JANUARY 2019** 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.

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

RESOLUTION#18/19-RM-50-107

**RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS
FOR THE MONTH ENDING JANUARY 31, 2019**

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

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

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

WHEREAS, the Business Administrator/Secretary to the Board has submits to the Board the following summary for the period ending **JANUARY 31, 2019** for review and certification; and

YEAR	ACCT	GRANT	FUNC	OBJ	DESCRIPTION	AMOUNT	TOTAL
18-19	231	TITLE1A	100	101	SALARIES OF TEACHERS	10078	
				610	GENERAL SUPPLIES	545	
					TOTAL 100 SERIES		

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

			200	200	PERSONAL SRV EMP BENEF		
				500	OTHER PURCHASED SERVICES		
					TOTAL 200 SERIES		
					MONTHLY TOTAL	10623	
18-19	250	IDEA BSC	100	565	TUIT COUNTY SPEC SERV		
				565	TUIT COUNTY SPEC SERV (ESY)		
					TOTAL 100 SERIES		
			200	300	PURCH PROF/TECH SVS		
					TOTAL 200 SERIES		
					MONTHLY TOTAL		
18-19	251	IDEA PSD	100	565	TUIT COUNTY SPEC SERV		
					TOTAL 100 SERIES		
					MONTHLY TOTAL		
18-19	270	TITLE 2A	200	300	PURCH ED/PROF/TECH SVS		
					TOTAL 200 SERIES		
					MONTHLY TOTAL		

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50**

18-19	270	TITLE 4A	200	600	PURCH ED/PROF/TECH SVS	1500	
					TOTAL SERIES		
					MONTHLY TOTAL	1500	
18-19	450	REAP	200	300	PURCH ED/PROF/TECH SVS		
					TOTAL 200 SERIES		
18-19	450	REAP	200	500	OTHER PRCH SVS	7959	
					TOTAL 500 SERIES		
					MONTHLY TOTAL	7959	
					TOTAL - ALL GRANTS	20085	

REIMBURSEMENT SUMMARY

GRANT PROGRAM	YEAR	TOTAL FUNDS AVAILABLE	EXPENDITURES TO DATE	PRESENT ENCUMB.	REMAINING BALANCE
TITLE1A	18-19	\$41,762	\$14769	15837	\$11,156
IDEA BSC	18-19	\$68,410	\$48273	16660	\$3477..
IDEA PSD	18-19	\$5,054	\$0	\$0	\$5,054
TITLE 2A	18-19	\$7,593	\$543	\$7048	\$2

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

TITLE 4A	18-19	\$10,000	\$3,000	\$0	\$7,000
REAP	18-19	\$30,846	\$20338	\$9081	\$1427
TOTAL	18-19	\$163,665	\$86923	\$48625	\$28117

Fiscal Note:

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that Board certifies the EWEG submissions as above listed.

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

RESOLUTION #18/19-RM-50-108

**RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
AS OF JANUARY 31, 2019 FOR THE 2018-2019 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:

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

GRA NT	YE AR	CURRENT APP ROPR	TOTAL EXPEN DED	TOTAL ENCUMBERED/CARR YOVER	UNEXPEN DED DOLLAR BALANCE	UNEXPEN DED PERCENT BALANCE
TITL E 1A	18- 19	\$41,762	\$14769	\$15837	\$11,156	26%
IDEA BSC	18- 19	\$68,410	\$48273	\$16,660	\$3,477	6%
IDEA PSD	18- 19	\$5,054	\$0	\$0	\$5,054	100%
TITL E 2A	18- 19	\$7,593	\$543	\$0	\$7,050	93%
TITL E 4A	18- 19	\$10,000	\$3000	\$0	\$7000	70%
REA P	18- 19	\$30,846	\$20338	\$9081	\$1427	28 %

314
315 ; and
316

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

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 2018-2019 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.

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-109

**RESOLUTION PROVIDING FOR A SECRETARY TO THE BOARD'S
MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS
FOR THE MONTH OF JANUARY 2019
PURSUANT TO N.J.A.C. 6:20-2.13(d) AND N.J.S.A. 18A:22.8.1**

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

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

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

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

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

Pursuant to N.J.S.A. 6:20-2.13(d), I certify that as of JANUARY 31, 2019 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.

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-110

**RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR JANUARY 2019
PURSUANT TO N.J.S.A. 18A:22-8**

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

WHEREAS, it became necessary to transfer funds among certain line items between the monthly meetings of in the month of JANUARY 2019, 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.

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-111

**RESOLUTION AUTHORIZING THE PAYMENT OF BILLS
OF THE GENERAL ACCOUNTS AS CONTAINED
ON THE CHECK REGISTER FOR FEBRUARY 19, 2019
AND ALL BANK/WIRE TRANSFERS FOR THE MONTH OF FEBRUARY 2019**

WHEREAS, the Business Administrator/Secretary to the Board has submitted a computer printout of the checks registered for payment for the period of JANUARY 16, 2018 to FEBRUARY 19, 2019 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 –		6490.59

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

10		FICA REIMBURSEMENT -		
10		FICA REIMBURSEMENT –		
		TOTAL FUND 10		6490.59
11	11-000-XXX	UNDISTRIBUTED EXPEND		124490.21
	11-150-XXX	REGULAR – HOME INS		
	11-190-XXX	REGULAR PROGRAM UNISTR		14923.37
	11-213-XXX	RESOURCE ROOM		
	11-215-XXX	PRESCH. DISAB. PART-TIME		
	11-230-XXX	BASIC SKILLS/REMEDIAL		
	11-403-XXX	OTHER INSTR PROGRAMS		
	11-999-XXX	POSTING ACCOUNTS		
	11-401-XXX	SCHOOL SPON COCURR		
11	11-000-291	HEALTH/RX PAYMENT		
		TOTAL FUND 11		
12	12-000-400	FACILITIES ACQUISTION		
		TOTAL FUND 12		

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

20	20-231-XXX	TITLE 1A		
	20-250-XXX	IDEA BASIC		1700
	20-251-XXX	IDEA PRE-SCHOOL		
	20-270-XXX	TITLE 2A		7048
	20-280-XXX	TITLE 4A		960
	20-293-XXX	BCIP JIF		
	20-450-XXX	REAP		7020.93
		TOTAL FUND 20		16728.93
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		5630.92
		TOTAL FUND 62		
81	81-190-100	UNEMPLOYMENT TRUST		175.08
		TOTAL FUND 81		

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

82	82-000-520	FLEXIBLE SPENDING		8.00
		TOTAL FUND 82		8.00
90	90-000-100	PAYROLL/AGENCY		
		TOTAL FUND 90		
95	95-40X-210	STUDENT ACTIVITY		200
		TOTAL FUND 95		200

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

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:

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

MONTH	BILL LIST \$	MANUAL CK \$	TOTAL CK \$	MANUAL CK %
Jul 2018	340808.63	0.00	340808.63	0.00%
Aug 2018	165630.10	0.00	165630.10	0.00%
Sep 2018	115392.02	0.00	115392.02	0.00%
Oct 2018	124285.37	0.00	124285.37	0.00%
Nov 2018	178,860.15	0.00	178,860.15	0.00%
Dec 2018	101633.09	0.00	101633.09	0.00%
Jan 2019	162156.51	0.00	162156.51	0.00%
Feb 2019		0.00		0.00%
Mar 2019		0.00		0.00%
Apr 2019		0.00		0.00%
May 2019		0.00		0.00%
Jun 2019		0.00		0.00%
TOTAL	1026609.36	0.00	1026609.36	0.00%

; and

WHEREAS, the below bank transfer(s) are for payroll and agency accounts during the month of **January 2019** for the following:

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
8 01/15/191	0073	0074	PAYROLL	74843.43

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

01/15/19	0073	0075	AGENCY WITHHOLDING	56352.75
			TOTAL	
01/31/2019	0073	0074	PAYROLL	76979.14
01/31/2019	0073	0075	AGENCY WITHHOLDING	57512.94
			TOTAL	

; and

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

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
	0075	0078	Unemployment Trust	377.85
	0075	0078	Unemployment Trust	
	0075	2178	Flexible Spending Account	
	0075	2178	Flexible Spending Account	
01/31/2019	0075	0073	Chapter 78	13852.24
	0075	0073	Chapter 78	0
	0075	0073	Dental	0
01/31/2019	0073	0075	Back DCRP	433.08

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50**

	0075	0073	Agency Correction	
	0075	2178	Flexible Spending Account	
	2178	0073	Flexible Spending Account – Service Fee	0
			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 Januaary 16,2019 through February 19, 2019 check register are hereby authorized; and

BE IT FURTHER RESOLVED that the Board of Education ratifies to prior issuance of the above listed hand check(s) and transfer(s).

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-112

**RESOLUTION PROVIDING FOR THE BOARD OF EDUCATION'S
MONTHLY CERTIFICATION ON BUDGETARY MAJOR ACCOUNT/FUND STATUS
[BOARD SECRETARY'S REPORT]
FOR THE MONTH OF JANUARY 2019 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 2018-2019 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.

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

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-113

**RESOLUTION APPROVAL OF THE REPORT OF THE
TREASURER OF SCHOOL MONIES FOR NOVEMBER 2018 AND DECEMBER, 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 **NOVEMBER 2018 AND DECEMBER, 2018** Report of the Treasurer of School Monies is hereby accepted and approved.

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

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

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

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

PERSONNEL & NEGOTIATIONS

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-114

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

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

Teachers	Aides	Secretaries	Custodians	Bus Drivers
Stefanie Pagone				Patrick Fennessy

; 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.

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-115

**RESOLUTION APPROVING A LEAVE WITH PAY FOR A TEACHER IN ACCORDANCE WITH
SPRINGFIELD TOWNSHIP BOARD OF EDUCATION POLICY #3435 AND
THE AGREEMENT BETWEEN THE SPRINGFIELD TOWNSHIP EDUCATION ASSOCIATION AND
THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT**

WHEREAS, Board of Education Policy #3435 - Anticipated Disability, establishes certain conditions and procedures for the granting medical leave and extensions thereof; and

WHEREAS, Patricia Carter, Teacher, has submitted a communication, dated January 30, 2019, stating the need for a leave of absence from March 5, 2019 through June 30, 2019 (inclusive); and

WHEREAS, the Superintendent of Schools has reviewed the request, determined it is sufficient documentation to submit the request to the Board of Education and recommends approval.

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that a leave of absence with pay is hereby granted during the period of March 5, 2019 through June 30, 2019 (inclusive).

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-116

**RESOLUTION ACCEPTING THE RESIGNATION NOTICE
OF A SPECIAL EDUCATION TEACHER
PCR #: V-RCT005
FOR THE SPRINGFIELD TOWNSHIP SCHOOL**

WHEREAS, the Superintendent of Schools received official resignation notice from Samantha Nims, Special Education Teacher, Springfield Township School; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above notification of resignation is hereby accepted effective March 25, 2019; 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
Special Education Teacher	Teacher of Students with Disabilities	#18/19-V-RCT005

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-117

**RESOLUTION ACCEPTING THE RESIGNATION NOTICE
OF A CUSTODIAN
PCR #: BB-SC0001
FOR THE SPRINGFIELD TOWNSHIP SCHOOL**

WHEREAS, the Superintendent of Schools received official resignation notice from JoAnn Otting, Custodian, 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 1, 2019; and;

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

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50**

VACANCY/NEW POSITION	CERTIFICATION REQUIREMENT	POSTING NUMBER
Custodian	NA	#18/19-BB-SC0001

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-118

**RESOLUTION APPROVING TRAVEL AND RELATED EXPENSE REIMBURSEMENT
& RETROACTIVELY APPROVING TRAVEL & RELATED EXPENSES
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

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

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	Jon Luyber	Justin Schleider	Craig Vaughn	
District Assignment	Teacher	Physical Education Teacher	Superintendent	
Travel Date(s)	February 13, March 13, April 3, 2019	February 25 & 26, 2019	February 21, 2019	
Travel Destination	Mt. Laurel, NJ	Long Branch, NJ	Egg Harbor, NJ	
Travel Type	Car	Car	Car	
Sponsoring Entity	TeacherCoach	NJ AHPERD	NJSBA	
Event Description	Education Leadership	NJ AHPERD Convention	Sustainable Practices Working Session	

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

Funding Source	Staff Training Workshop Registration	Staff Training Workshop Registration	STF TRAIN CSA WORKSHOP	
Account Series	11-000-223-500-050-280-1	11-000-223-500-050-280-1	11-000-223-500-050-280-0	
Registration Fee	\$447	0	0	
Meal Allowance	0	0	0	
Mileage Estimate	\$18.60	\$31.00	\$34.00	
Tolls & Other Transportation	0	0	0	
Hotel/Motel Rate	0	\$100.00	0	
Miscellaneous Exp (Parking)	0	0	0	
TOTAL	\$465.60	\$131.00	\$34	

600

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

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

605
606

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Joseph Bucs						X		1
2	Andrew Eaton, Vice President			X					2
3	Jason Angello		X	X					3
4	Gregory Madia	X		X					4
5	Michael Ramalho						X		5
6	Gary Walker			X					6
7	Wade Hale			X					7

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

8	Kristen Lippincott, President			X					8

POLICIES & PROCEDURES

RESOLUTION #18/19-RM-50-119

**RESOLUTION AUTHORIZING THE PRESIDENT AND SUPERINTENDENT
TO EXECUTE A UNIFORM STATE MEMORANDUM OF AGREEMENT
AS APPROVED BY THE NEW JERSEY DEPARTMENTS OF LAW & PUBLIC SAFETY AND
EDUCATION BETWEEN THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT
AND THE OFFICE OF THE BURLINGTON COUNTY PROSECUTOR
FOR THE 2018/2019 SCHOOL YEAR AND
THAT THE SUBJECT RESOLUTION IS IDENTIFIED WITH THE SPONSOR CODE A**

WHEREAS, the N.J.A.C. 6:29-10.1, under Sub-chapter 10 - Safe and Drug Free Schools, establishes policies and procedures for cooperation between local school districts and law enforcement operations and activities on or near school grounds to ensure a safe school environment; and

WHEREAS, N.J.A.C. 6A: 16-6.2(b) 13-15 establish uniform statewide policies and procedures for ensuring cooperation between education officials and law enforcement agencies and that these policies are consistent with and complementary to the "Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials" [1999 and 2007 Revisions] as a commitment for both professional communities to work together as co equal partners to address problems involving drug and alcohol problems as well as the problem of firearms and other weapons brought onto school property (1999 revisions) as well as school safety and security, harassment, intimidation and bullying, hazing, gang reporting, computer crimes, station house adjustments, school law enforcement units, School Violence Awareness Week and other current issues of concern as well as clarification on issues such as child abuse reporting (2007 revisions); and

WHEREAS, the Superintendent of Schools recommends the execution of said Agreement; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the President and the Business Administrator/Secretary to the Board shall fully execute the Agreement for the 2018/2019 school year and that the executed documents be forwarded to the Executive County Superintendent of Schools, Burlington County Prosecutor's Office, the Law Enforcement Chief Executive of the Township of Springfield Police Department, as well as each Principal in the Township of Springfield School District; and

BE IT FURTHER RESOLVED that the Superintendent of Schools shall retain a copy, upon return from the Executive County Superintendent of Schools, of the executed Agreement so as to be available for public inspection and review.

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-120

**RESOLUTION APPROVING BOARD OF EDUCATION COMMITTEE MEMBERSHIP
FOR THE TERM JANUARY 2019 - DECEMBER 2019**

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

645 **WHEREAS,** District Policy 0155 authorizes the creation of committees of Board members charged to
646 conduct studies, make recommendations to the Board, and act in an advisory capacity, and;

647 **WHEREAS,** Committees are not authorized to take action on behalf of the Board, and;

648 **WHEREAS,** The President shall appoint Board members to serve a one-year term on the following
649 Board standing committees:

650 Finance, Personnel, Building and Grounds, Negotiations, Curriculum and Technology, Transportation,
651 and Policy, and;

652 **WHEREAS,** An ad hoc committee may be created and charged at any time by the President or a
653 majority of the Board members present and voting. The President shall appoint members to any
654 committee so created and charged; members shall serve until the committee is discharged, and;

655 **WHEREAS,** Committees shall consist of no more than four Board members, one of whom will act as
656 the committee chair. The President may serve on any Board committee in the absence of one of the
657 committee members. A member may request or refuse appointment to a committee; a member's refusal
658 to serve on any one committee shall not prejudice his/her appointment to another committee, and;

659 **WHEREAS,** The Board reserves the right to meet and work as a Committee of the Whole in
660 informational, discussion, and exploratory sessions. No official action shall be taken at these meetings,
661 unless so advertised, and;

662 **WHEREAS,** A chairperson shall be appointed by the President. Committee meetings may be called
663 at any time by the committee chairperson or when a meeting is requested by a majority of the members of
664 the committee. Committee meetings shall not be open to the public, except that a majority of the
665 committee or the chairperson may open the meeting to the public or invite persons whose knowledge or
666 expertise may be useful to the committee.

667 **WHEREAS,** the following is a summary table of the committees appointed for the term of January 2019
668 through December 2019:

COMMITTEE	MEMBERS	CHAIR
Finance	Jason Angello Joseph Bucs Wade Hale	Joseph Bucs
Personnel	Jason Angello Michael Ramalho	Michael Ramalho
Buildings & Grounds / Transportation	Greg Madia Michael Ramalho Gary Walker	Greg Madia
Negotiations	Joseph Bucs Andrew Eaton Greg Madia	Andrew Eaton
Curriculum & Technology	Greg Madia Michael Ramalho	Greg Madia

**Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50**

Policy	Jason Angello Joseph Bucs Wade Hale	Joseph Bucs
Sustainability (ad-hoc)	Andrew Eaton Michael Ramalho Gary Walker	Andrew Eaton

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 listed committees have been appointed in accordance with District Policy 0155.

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-121

**RESOLUTION ACCEPTING THE RESIGNATION NOTICE
OF A BOARD OF EDUCATION MEMBER
FOR THE SPRINGFIELD TOWNSHIP SCHOOL**

WHEREAS, the Board of Education President received official resignation notice from Eric Eaton, Board of Education Member, Springfield Township School District; and

WHEREAS, in accordance with District Policy 0143 - Board Member Election and Appointment, the Board will give public notice of the vacancy and invite any qualified person to submit a written request for consideration of his/her candidacy for the vacancy; 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 19, 2019; and;

BE IT FURTHER RESOLVED that the posting of the vacancy is hereby authorized.

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

Motion was made by Mr. Madia to table Resolution RM-50-120 Seconded by Mr. Eaton. Upon roll call vote, the following action was taken:

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Joseph Bucs						X		1
2	Andrew Eaton, Vice President			X					2
3	Jason Angello			X					3
4	Gregory Madia	X		X					4
5	Michael Ramalho						X		5
6	Gary Walker				120 only				6
7	Wade Hale		X	X					7

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

8	Kristen Lippincott, President			X					8
---	-------------------------------	--	--	---	--	--	--	--	---

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-122

**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.
- ; and

WHEREAS, the following is a summary table of the fire and school security drills recently conducted in the School District during the month of January 2019:

Date / Time	Tuesday 1/15/19 2:20 PM	Friday 1/25/2019 2:12 PM
Type of Drill	Fire Drill	Alternate Lockdown
Duration of Drill	2:09	3:18
Weather Conditions	Sunny 30's	Sunny 30's

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

Participants	Staff/Students	Staff/Students
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.

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #18/19-RM-50-123

**RESOLUTION APPROVING THE 2019-2020 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. 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, 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 2019-2020 calendar is hereby approved.

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

Kristin Lippincott, President

Arlene Biesiada, Business Administrator

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

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

None

NEW BUSINESS

Mr. Madia again was concerned with Kindergarten enrollment and possible out of district students.

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

Mrs. Tracy Seitz asked when they would receive answers to the questions submitted last month.
Mrs. Lippincott responded that Board Members are not allowed to answer teachers. They must go through Mr. Vaughn. Mrs. Seitz replied that she is also a resident.
Mr. Eaton stated that the Sustainability Committee is looking to have the public come out in work sessions and he is putting together a presentation.

Mrs. Nicole Kaser asked about the Reading Recovery Teacher leaving and what are the plans for next year. Mr. Vaughn will replace Mrs. Nimms next year. A specialized certificate is necessary for the position. He is looking to use Title I money.

Mrs. Heather Militch is concerned with the possibility of combining classes.

Mrs. Jennifer Smith asked why there is a discrepancy on who is serving on the committees.

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 19, 2019
Minutes– Regular Session - 50

Mr. Madia replied that there is a vacancy on the Board. Interviews and appointment will be done at a future board meeting. The candidate will serve for the remainder of the year and must run for a one year term in November.

Mrs. Christine Gonzalez asked what the tuition for preschool would be for next year. She also asked about the impact aid survey.

Mr. Walker asked the status of the 71 districts that lost State aid. How many need to raise taxes. How many will have a 0% budget.

Mrs. Seitz also asked about banked cap.

MOTION TO ADJOURN	TIME:	7:58 P.M.
--------------------------	--------------	------------------

***** **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 Session Meeting** held on **Wednesday, FEBRUARY 13, 2019** 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	Andrew Eaton, Vice President		X	X					2
3	Jason Angello			X					3
4	Gregory Madia	X		X					4
5	Michael Ramalho						X		5
6	Gary Walker			X					6
7	Wade Hale			X					7
8	Kristen Lippincott, President			X					8

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

SPRINGFIELD TOWNSHIP
 BOARD OF EDUCATION

 Arlene Biesiada
 Secretary to the Board

{SEAL}