

Springfield Township Board of Education
Jobstown, NJ 08041
Tuesday, February 18, 2020
Minutes – Session 049

CALL TO ORDER

TIME:

7:03 P.M.

A **Regular Session** of the Springfield Township Board of Education was held on **Tuesday, February 18, 2020** at **7:03 p.m.** in the Springfield Elementary School **Room 14**.

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

Mr. Eaton, 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	Mr. Joseph Bucs, Vice President	X			1
2	Mrs. Ashleigh Murtaugh-Frey	X			2
3	Mr. Tom Pantano	X			3
4	Mr. Rodney Roberson	X			4
5	Mrs. Kristen Lippincott	X			5
6	Mr. Gary Walker			X	6
7	Mr. Michael Ramalho			X	7
8	Mr. Wade Hale			X	8
9	Mr. Andrew Eaton, President	X			9

Others present:

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

SCHOOL AND COMMUNITY PRESENTATIONS

Mr. Vaughn gave an update on the District Character Education Program.

COMMITTEE UPDATES

Finance Committee – No update at this time.

Personnel Committee – No update at this time.

Buildings & Grounds Committee – Mrs. Lippincott updated the board on the following:

- Committee met on January 28, 2020
 - Reviewed compliance with Alyssa's Law
 - Reviewed security update and discussed plans of action
 - Mr. Vaughn will update the board in a future executive session

Transportation Committee – No update at this time.

Negotiations Committee – No update at this time.

Curriculum & Technology Committee – No update at this time.

Policy Committee – Mrs. Murtaugh-Frey updated the board on the following:

- Met recently to discuss the adoption and/or revision of two policies
 - Questions were raised regarding the Employee Sick Leave policy adoption
 - Committee has decided to reach out to Strauss Esmay for guidance
 - The board was updated on a second policy that would be on the agenda for a first read at the March regular meeting

Communications Committee (Ad Hoc) – No update at this time.

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.

Mrs. Tracy Seitz – Asked if the Board was required to set goals? She mentioned that listed goals for the Board of Education are not on the School District's website.

CORRESPONDANCE

Mr. Vaughn noted that a letter of resignation has been received from an Instructional Assistant.

SUPERINTENDENT UPDATE & IMPORTANT DATES

Mr. Vaughn updated the Board and the community on the following:

- Professional Development on 2/18 was conducted for district staff
- District recently had an assembly on Character Education
 - Mr. Vaughn thanked the Home & School Association for their involvement
- Dad/Daughter and Mom/Son dances
 - Mr. Vaughn thanked the Home & School Association for their involvement
- Updated the Board on the upcoming events
- Updated the Board on progress of District Goals

APPROVAL OF MINUTES

Motion was made by Mr. Pantano to vote on approval of the minutes separately according to date. The motion was seconded by Mr. Bucs.

Upon voice vote, all members present voted in the affirmative.

REORGANIZATION & WORK SESSION MEETING – Wednesday January 8, 2020

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

IT IS HEREBY CERTIFIED that the foregoing minutes were duly approved by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday February 18, 2020** in the **Room 14** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Joseph Bucs, Vice President	X		X					1
2	Mrs. Ashleigh Murtaugh-Frey			X					2
3	Mr. Tom Pantano			X					3
4	Mr. Rodney Roberson			X					4
5	Mrs. Kristen Lippincott		X	X					5
6	Mr. Gary Walker						X		6
7	Mr. Michael Ramalho						X		7
8	Mr. Wade Hale						X		8
9	Mr. Andrew Eaton, 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

117

APPROVAL OF MINUTES (continued)
--

118

119

120

121

122

123

124

125

126

127

128

129

130

131

132

133

134

135

CERTIFICATION OF THE BOARD SECRETARY

136

137

138

139

140

141

142

IT IS HEREBY CERTIFIED that the foregoing minutes were duly approved by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday February 18, 2020** in the **Room 14** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Joseph Bucs, Vice President	X		X					1
2	Mrs. Ashleigh Murtaugh-Frey			X					2
3	Mr. Tom Pantano					X			3
4	Mr. Rodney Roberson		X	X					4
5	Mrs. Kristen Lippincott			X					5
6	Mr. Gary Walker						X		6
7	Mr. Michael Ramalho						X		7
8	Mr. Wade Hale						X		8
9	Mr. Andrew Eaton, President			X					9

143

144

145

146

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

147

SUPERINTENDENT'S REPORT

148

149

- a) **RESOLUTION #19/20-RM-049-101**
MONTHLY ENROLLMENT REPORT

150

151

- b) **RESOLUTION #19/20-RM-049-102**
APPROVE THE MONTHLY HIB REPORT

152

153

154

155

156

157

158

159

160

161

162

163

164

165

CERTIFICATION OF THE BOARD SECRETARY

166

167

168

IT IS HEREBY CERTIFIED that the foregoing Resolutions were duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday February 18, 2020** in the **Room 14** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

169

170

171

172

173

174

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Joseph Bucs, Vice President	X		X					1
2	Mrs. Ashleigh Murtaugh-Frey			X					2
3	Mr. Tom Pantano			X					3
4	Mr. Rodney Roberson		X	X					4
5	Mrs. Kristen Lippincott			X					5
6	Mr. Gary Walker						X		6
7	Mr. Michael Ramalho						X		7
8	Mr. Wade Hale						X		8
9	Mr. Andrew Eaton, 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

175

176

177

178

179

CONTRACT ADMINISTRATION

180

181

182

183

NONE

FINANCE & BUDGET

- 185
186 a) **RESOLUTION #19/20-RM-049-103**
187 APPROVE ANTICIPATED REVENUE REPORT
188 b) **RESOLUTION #19/20-RM-049-104**
189 CERTIFY REMITTANCE TO PURCHASE ORDERS
190 c) **RESOLUTION #19/20-RM-049-105**
191 CERTIFY NO ADVERTISED APPROPRIATION ADJUSTMENT EXCEEDS 10%
192 d) **RESOLUTION #19/20-RM-049-106**
193 CERTIFY EWEG REIMBURSEMENT REQUESTS
194 e) **RESOLUTION #19/20-RM-049-107**
195 APPROVE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
196 f) **RESOLUTION #19/20-RM-049-108**
197 MONTHLY CERTIFICATION LINE ITEM STATUS REPORT
198 g) **RESOLUTION #19/20-RM-049-109**
199 RATIFY TRANSFER OF FUNDS
200 h) **RESOLUTION #19/20-RM-049-110**
201 APPROVE MONTHLY BILL LIST
202 i) **RESOLUTION #19/20-RM-049-111**
203 APPROVE BOARD SECRETARY'S REPORT
204 j) **RESOLUTION #19/20-RM-049-112**
205 APPROVE TREASURER'S REPORT
206 k) **RESOLUTION #19/20-RM-049-113**
207 APPROVE SUBMISSION OF SEMI WAIVER TO THE COUNTY
208
209
210
211
212
213

CERTIFICATION OF THE BOARD SECRETARY

214
215
216 **IT IS HEREBY CERTIFIED** that the foregoing Resolutions were duly adopted by the Springfield Township
217 Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday February 18,**
218 **2020** in the **Room 14** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New
219 Jersey.
220

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Joseph Bucs, Vice President	X		X					1
2	Mrs. Ashleigh Murtaugh-Frey			X					2
3	Mr. Tom Pantano			X					3
4	Mr. Rodney Roberson			X					4
5	Mrs. Kristen Lippincott		X	X					5
6	Mr. Gary Walker						X		6
7	Mr. Michael Ramalho						X		7
8	Mr. Wade Hale						X		8
9	Mr. Andrew Eaton, President			X					9

221 Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting
222 Not Voting due to Conflict. Quorum = 5
223

224

PERONNEL & NEGOTIATIONS

225

226

- a) **RESOLUTION #19/20-RM-049-114**
APPROVE RETIREMENT OF A CUSTODIAN

227

228

- b) **RESOLUTION #19/20-RM-049-115**
APPROVE APPOINTMENT OF INTERIM BUSINESS ADMINISTRATOR

229

230

- c) **RESOLUTION #19/20-RM-049-116**
APPROVE DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O)

231

232

- d) **RESOLUTION #19/20-RM-049-117**
APPROVE APPOINTMENT OF CUSTODIAN OF GOVERNMENT RECORDS

233

234

- e) **RESOLUTION #19/20-RM-049-118**
APPROVE DISTRICT PURCHASING AGENT

235

236

- f) **RESOLUTION #19/20-RM-049-119**
APPROVE OFFICIAL DEPOSITORY AND AMEND SIGNATORIES THERETO

237

238

239

240

241

242

Mr. Bucs asked if all is in order to move forward with Mr. Benedetti. Mr. Vaughn responded yes.

243

244

Mr. Roberson asked how many days were needed for Mr. Benedetti. Mr. Vaughn responded two days with the possibility of a third day during times of need.

245

246

247

248

249

250

251

CERTIFICATION OF THE BOARD SECRETARY

252

253

254

IT IS HEREBY CERTIFIED that the foregoing Resolutions were duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday February 18, 2020** in the **Room 14** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

255

256

257

258

259

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Joseph Bucs, Vice President		X	X					1
2	Mrs. Ashleigh Murtaugh-Frey			X					2
3	Mr. Tom Pantano	X		X					3
4	Mr. Rodney Roberson			X					4
5	Mrs. Kristen Lippincott			X					5
6	Mr. Gary Walker						X		6
7	Mr. Michael Ramalho						X		7
8	Mr. Wade Hale						X		8
9	Mr. Andrew Eaton, 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

260

261

262

263

264

CURRICULUM & TECHNOLOGY

265

266

- a) **RESOLUTION #19/20-RM-049-120**
APPROVE TRAVEL AND RELATED EXPENSE REIMBURSEMENT

267

268

269

270

271

272

273

274

275

276

277

278

279

280

281

282

283

284

285

286

287

288

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

289

290

291

292

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday February 18, 2020** in the **Room 14** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

293

294

295

296

297

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Joseph Bucs, Vice President	X		X					1
2	Mrs. Ashleigh Murtaugh-Frey			X					2
3	Mr. Tom Pantano		X	X					3
4	Mr. Rodney Roberson			X					4
5	Mrs. Kristen Lippincott			X					5
6	Mr. Gary Walker						X		6
7	Mr. Michael Ramalho						X		7
8	Mr. Wade Hale						X		8
9	Mr. Andrew Eaton, 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

298

299

300

301

302

POLICIES & PROCEDURES

- a) **RESOLUTION #19/20-RM-049-121**
APPROVE SUBMISSION OF NJSBA LEGISLATIVE PROPOSAL

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted as amended by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday February 18, 2020** in the **Room 14** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Joseph Bucs, Vice President		X	X					1
2	Mrs. Ashleigh Murtaugh-Frey			X					2
3	Mr. Tom Pantano	X		X					3
4	Mr. Rodney Roberson			X					4
5	Mrs. Kristen Lippincott			X					5
6	Mr. Gary Walker						X		6
7	Mr. Michael Ramalho						X		7
8	Mr. Wade Hale						X		8
9	Mr. Andrew Eaton, President			X					9

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

FACILITIES, SECURITY & TRANSPORTATION

- a) **RESOLUTION #19/20-RM-049-122**
APPROVE MONTHLY FIRE & SECURITY DRILLS
- b) **RESOLUTION #19/20-RM-049-123**
APPROVE USE OF FACILITIES

Mr. Bucs asked if a resolution was necessary for internal use. Mr. Vaughn responded that a resolution is used as a formality since this event will be after school hours.

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

IT IS HEREBY CERTIFIED that the foregoing Resolutions were duly adopted as amended by the Springfield Township Board of Education, by the vote below indicated, at the **Regular Meeting held on Tuesday February 18, 2020** in the **Room 14** at the Springfield School, 2146 Jacksonville-Jobstown Road, Jobstown, New Jersey.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Joseph Bucs, Vice President	X		X					1
2	Mrs. Ashleigh Murtaugh-Frey			X					2
3	Mr. Tom Pantano			X					3
4	Mr. Rodney Roberson			X					4
5	Mrs. Kristen Lippincott		X	X					5
6	Mr. Gary Walker						X		6
7	Mr. Michael Ramalho						X		7
8	Mr. Wade Hale						X		8
9	Mr. Andrew Eaton, 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

374

BOARD FORUM – UNFINISHED BUSINESS

375

376

377

378

379

380

381

1. Mr. Bucs asked about the status of the emergency reserve withdrawal request. Mr. Gorski informed the board that the letter has been drafted by the county and is being sent to the DOE Commissioner in the following week.

2. Mr. Bucs asked about shared services opportunities, to which Mr. Vaughn responded with an update.

BOARD FORUM – NEW BUSINESS

382

383

384

385

386

387

Discussion of the draft of the 20-21 school year calendar

Mr. Bucs noted, in line with Mrs. Seitz's comments, he would like to get the discussion of board goals on the agenda for the upcoming work session. He requested for administration to reach out to Mr. Adams.

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

388

389

390

NONE

MOTION TO ADJOURN

TIME:

7:58 P.M.

391

392

393

394

395

396

397

398

399

400

401

402

403

404

405

406

407

408

Mr. Bucs made the motion to adjourn. Mrs. Lippincott seconded.

Upon voice vote, all members present voted in the affirmative.

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION



David Gorski
Secretary to the Board

{SEAL}

409

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

410

RESOLUTION #19/20-RM-049-101

411

RESOLUTION ACCEPTING ENROLLMENT STATISTICS

412

AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF JANUARY 2020

413

414

WHEREAS, the Board of Education recognizes the importance of maintaining accurate registers for all students enrolled in the Springfield Township School District; and

415

416

417

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

418

419

420

421

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:

422

423

424

Expense Account #	Grade Level/Program	Count June 30, 2019	Count <u>JANUARY31,</u> <u>2020</u>	Difference
1-105-100-101-101-105	Pre-School Regular	19	18	-1
1-110-100-101-101-110	Kindergarten	38	39	+1
1-120-100-101-101-401	First Grade	23	36	+14
1-120-100-101-101-402	Second Grade	27	23	-4
1-120-100-101-101-403	Third Grade	24	27	+3
1-120-100-101-101-404	Fourth Grade	28	22	-6
1-120-100-101-101-405	Fifth Grade	32	29	-3
1-130-100-101-101-406	Sixth Grade	26	35	+9
1-212-100-101-101-100	Multiple Disabled	4	5	+1
1-215-100-101-101-100	Pre-School Disabled PT	7	10	+3
1-000-100-56X-60X-XXX	Out-of-District Placement	2	3	+1
	TOTAL	230	247	+17

425

Month	Enrollment	Monthly Change
June 2019	230	
July 2019	234	+4
August 2019	246	+12
September 2019	246	0

October 2019	249	+3
November 2019	249	0
December 2019	251	+2
January 2020	247	-4
February 2020		
March 2020		
April 2020		
May 2020		
June 2020		
July 2020		

;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.

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION



David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-102

**RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT
FOR THE MONTH OF JANUARY 2020
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:

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

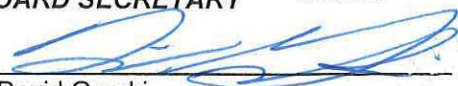
WHEREAS, the results of each investigation shall be reported to the board of education no later than the date of the next board meeting following the completion of the investigation, and include:

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 2020:

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

CERTIFICATION OF THE BOARD SECRETARY


David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-103

**RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT
OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD
FOR THE MONTH OF JANUARY 2020 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 2020 changes in anticipated revenue amounts and sources as noted on the submitted revenue report.

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

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION


David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-104

**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 2020**

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

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

WHEREAS, a Credit-Disbursement Report has been developed by the School District's accounting software vendor, Asbury Park Computer Center, & said report is attached 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 2020 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:

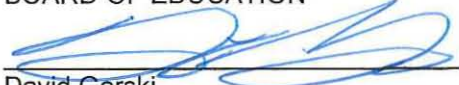
Account #	PO #	Vendor #	Liquidated	Paid	Excess	%
None						

; and

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

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION


David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-105

**RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT
FOR THE MONTH OF JANUARY 2020
ESTABLISHED PURSUANT TO PUBLIC LAW 2004, C. 73
AND RECOGNIZING THE SUBMISSION TO THE EXECUTIVE COUNTY BUSINESS OFFICIAL
A REQUEST FOR APPROVAL OF THE TRANSFER THAT EXCEED TEN PERCENT**

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


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

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that attached **JANUARY 2020** 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.

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

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION


David Gorski
Secretary to the Board

{SEAL}

RESOLUTION #19/20-RM-049-106**RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS
FOR THE MONTH ENDING JANUARY 2020**

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 timelines and deadlines; and

WHEREAS, the Business Administrator/Secretary to the Board has submits to the Board the following summary for the period ending **JANUARY 2020** for review and certification; and

YEAR	ACCT	GRANT	FUNC	OBJ	DESCRIPTION	AMOUNT	TOTAL
18-19	231	TITLE1A	100	101	SALARIES OF TEACHERS		
				610	GENERAL SUPPLIES		
					TOTAL 100 SERIES		
			200	200	PERSONAL SRV EMP BENEF		
				500	OTHER PURCHASED SERVICES		
					TOTAL 200 SERIES		
					MONTHLY TOTAL		
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		
18-19	270	TITLE 4A	200	600	PURCH ED/PROF/TECH SVS		
					TOTAL SERIES		
					MONTHLY TOTAL		
18-19	450	REAP	200	300	PURCH ED/PROF/TECH SVS		
					TOTAL 200 SERIES		
18-19	450	REAP	200	500	OTHER PRCH SVS		
					TOTAL 500 SERIES		
					MONTHLY TOTAL		
TOTAL - ALL GRANTS							

668
669

REIMBURSEMENT SUMMARY

670

GRANT PROGRAM	YEAR	TOTAL FUNDS AVAILABLE	EXPENDITURES TO DATE	PRESENT ENCUMB.	REMAINING BALANCE
TITLE1A	19-20	\$ 39,233	\$ 16,139	\$ 11,000	\$ 12,094
IDEA BSC	19-20	80,303	33,541	12,821	33,941
IDEA PSD	19-20	5,923	-0-	839	5,084
TITLE 2A	19-20	7,316	4,500	1,600	1,216
TITLE 4A	19-20	13,044	1,272	3,226	8,546
REAP	18-19	7,150	7,045	105	-0-
REAP	19-20	15,711	6,606	8,700	405
TOTAL	19-20	\$ 168,680	\$ 69,103	\$ 38,291	\$ 61,286

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.

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION



David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION
RESOLUTION #19/20-RM-049-107

**RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
AS OF JANUARY 2020 FOR THE 2019-2020 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 APPROP.	TOTAL EXPENDED	TOTAL ENCUMBERED/CARRYOVER	UNEXPENDED DOLLAR BALANCE	UNEXPENDED PERCENT BALANCE
TITLE 1 A	19-20	\$ 39,233	\$ 16,139	\$ 11,000	\$ 12,094	30.82%
IDEA BSC	19-20	80,303	33,541	12,821	33,941	42.27%
IDEA PSD	19-20	5,923	-0-	839	5,084	85.83%
TITLE 2A	19-20	7,316	4,500	1,600	1,216	16.62%
TITLE 4A	19-20	13,044	1,272	3,226	8,546	65.52%

REA P	18- 19/1 9-20	22,861	13,652	8,804	405	1.77%

; 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 2019-2020 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.

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION

David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-108

**RESOLUTION PROVIDING FOR A SECRETARY TO THE BOARD'S
MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS
FOR THE MONTH OF JANUARY 2020
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 2020 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.

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

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION


David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-109

**RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR JANUARY 2020
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 2020, 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.

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION



David Gorski
Secretary to the Board

{SEAL}

856 TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION
857 **RESOLUTION #19/20-RM-049-110**

858
859 RESOLUTION AUTHORIZING THE PAYMENT OF BILLS
860 OF THE GENERAL ACCOUNTS AS CONTAINED
861 ON THE CHECK REGISTER FOR JANUARY 2020
862 AND ALL BANK/WIRE TRANSFERS FOR THE MONTH OF JANUARY 2020
863

864 **WHEREAS**, the Business Administrator/Secretary to the Board has submitted a computer printout,
865 located at "**021-110 - Check Register**" in the board packet, of the checks registered for payment for the
866 period of JANUARY 22, 2020 to FEBRUARY 19, 2020 and
867

868 **WHEREAS**, the payment amount of checks registered totals \$248,798.95 and
869

870 **WHEREAS**, the Board of Education wishes to authorize payment of said bills and to ratify the prior
871 payment of obligations through the issuance of current fund hand checks for the following:
872

DATE	ACCT #	PAYEE	AMOUNT
		TOTAL	

873 ; and
874

875 **WHEREAS**, the New Jersey Quality Single Accountability Continuum (hereinafter "NJQSAC"), District
876 Performance Review, B. Financial and Budgetary Control, Section j. requires that "Manual checks
877 represent less than one percent of the checks issued on an annual basis (interfund payments are
878 excluded from this requirement.). The following table monitors the issuance of manual checks as a
879 percentage of checks issued to ensure compliance with NJQSAC:
880

MONTH	BILL LIST \$	MANUAL CK \$	TOTAL CK \$	MANUAL CK %
Jul 2019	\$ 201,901.74	\$ 0.00	\$ 201,901.74	0.00%
Aug 2019	208,357.60	0.00	208,357.60	0.00%
Sep 2019	201,564.38	0.00	201,564.38	0.00%
Oct 2019	320,538.11	0.00	320,538.11	0.00%
Nov 2019	246,901.56	0.00	246,901.56	0.00%
Dec 2019	356,777.77	0.00	356,777.77	0.00%
Jan 2020	248,798.95	0.00	248,798.95	0.00%
Feb 2020	0.00	0.00	0.00	0.00%
Mar 2020	0.00	0.00	0.00	0.00%
Apr 2020	0.00	0.00	0.00	0.00%
May 2020	0.00	0.00	0.00	0.00%

Jun 2020	0.00	0.00	0.00	0.00%
TOTAL	\$ 1,784,840.11	\$ 0.00	\$ 1,784,840.11	0.00%

; and

WHEREAS, the below bank transfer(s) are for payroll and agency accounts during the month of **JANUARY 2020** for the following:

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
01/10/20	0073	0074	PAYROLL	\$ 71,057.63
01/10/20	0073	0075	AGENCY WITHHOLDING	54,494.38
			TOTAL	\$ 125,552.01
01/24/20	0073	0074	PAYROLL	\$ 72,048.70
01/24/20	0073	0075	AGENCY WITHHOLDING	54,775.06
			TOTAL	\$ 126,823.76

; and

WHEREAS, the Board of Education wishes to authorize interfund bank transfers during the month of **JANUARY 2020** for the following:

DATE	FR ACCT #	TO ACCT #	PAYEE	AMOUNT
01/22/20	0073	0076	SNEARS Reimbursement Transfer	\$ 2,150.59
01/22/20	0073	0076	SNEARS Reimbursement Transfer	1,820.05
01/30/20	0073	0076	SNEARS Reimbursement Transfer	1,616.18
01/10/20	0075	2178	Flexible Spending Account	65.00
01/24/20	0075	2178	Flexible Spending Account	65.00
01/24/20	0075	0073	Chapter 78	13,550.56
			TOTAL	\$ 19,267.38

; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that payment of bills on **JANUARY 22, 2020 to FEBRUARY 19, 2020** 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).

David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-111

**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 2020 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 2019-2020 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.

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION


David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-112

**RESOLUTION APPROVAL OF THE REPORT OF THE
TREASURER OF SCHOOL MONIES FOR JANUARY 2020
PURSUANT TO N.J.S.A. 18A:17-36**

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


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

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

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the JANUARY 2020 Report of the Treasurer of School Monies is hereby accepted and approved.

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION


David Gorski
Secretary to the Board

{SEAL}

RESOLUTION #19/20-RM-049-113

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

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

WHEREAS, any school district projected to have more than forty (40) Medicaid Eligible/Special Education students for the FY21 school year must participate in the SEMI program. These districts must include the district budgeted revenue projection in the FY21 district budget; and

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

WHEREAS, the FY 2020-2021 Medicaid-Eligible/Special Education Student Count, as issued by the NJDOE, is thirteen (13) students; and

WHEREAS, the count of thirteen (13) students renders the Springfield Township School District eligible for a SEMI waiver; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Business Administrator is authorized to submit a formal written request to the Burlington County Interim Executive County Business Official for a waiver of SEMI requirements.

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION


David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-114

**RESOLUTION ACCEPTING THE RESIGNATION NOTICE
OF AN INSTRUCTIONAL ASSISTANT
PCR #: W-TARC01
FOR THE SPRINGFIELD TOWNSHIP SCHOOL**

WHEREAS, the Superintendent of Schools received official resignation notice from Rachelle Guevara, Instructional Assistant, Springfield Township School; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above notification of resignation is hereby accepted effective March 1, 2020; 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
Instructional Assistant	NA	#19/20-W-TARC01

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION



David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-115

**RESOLUTION APPROVING THE APPOINTMENT OF
AN INTERIM SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT
FOR THE REMAINDER OF THE 2019-2020 SCHOOL YEAR**

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

WHEREAS, the position is duly filled in accordance with current policies and procedures of the Springfield Township School District; and


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

NAME:	Bruce Benedetti
ANNUAL COMPENSATION:	\$400 / per day
EFFECTIVE DATE:	March 1, 2020

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.

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION


David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-116

**RESOLUTION DESIGNATING THE INTERIM BUSINESS ADMINISTRATOR / BOARD
SECRETARY AS THE PUBLIC AGENCY COMPLIANCE OFFICER
FOR THE TOWNSHIP OF SPRINGFIELD SCHOOL DISTRICT**

WHEREAS, N.J.A.C. 17:27-3.5 and subsection 6(f) of Public Law 1975, c. 127 requires that each public agency of the State of New Jersey annually designate an existing officer or employee as its Public Agency Compliance Officer; and

WHEREAS, "public agency" means any State, county, municipality or other political subdivision of New Jersey, or any agency of or authority created by any of the foregoing; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that **Bruce Benedetti** is hereby designated as the Public Agency Compliance Officer for the Township of Springfield School District for the period of time from March 1, 2020 to June 30, 2020; and

BE IT FURTHER RESOLVED that the Public Agency Compliance Officer shall be responsible for ensuring the District's compliance in accordance with N.J.A.C. 17:27-3.5 and that there shall be no additional compensation granted to the incumbent in his capacity as Interim School Business Administrator for the designation and that the New Jersey Department of the Treasury, Affirmative Action Office, shall be notified of the designation.

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION



David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-117

**RESOLUTION APPOINTING THE CUSTODIAN OF GOVERNMENT RECORDS
FOR THE TOWNSHIP OF SPRINGFIELD SCHOOL DISTRICT**

WHEREAS, N.J.S.A. 47:1A-1.1, "The Open Public Records Act" (OPRA) 18A:18A-2 provides that any government record that has been made, maintained or kept on file in the course of the official business by any State, local or regionally funded agency, including school boards, should be available for review and/or purchase; and

WHEREAS, N.J.S.A. 47:1A-1.1 et seq. Stipulates that a Custodian of Government Records shall be officially designated by formal action of a public agency's director or governing body; and

WHEREAS, any member of the public seeking to inspect public records of the Springfield Township School District shall make application in writing on the "Application to View or Obtain Copies of Springfield Township School District Governmental Record" which identifies the record or records sought to be inspected and/or copied; and


WHEREAS, such inspection shall be made only at reasonable times during regular business hours and without interference with the conduct of the affairs of the office or other place where such records are kept or maintained within seven (7) days of the request; provided, however, that in the event that said records are not readily available or research is necessary to supply the information sought, the Custodian shall have at least two(2) weeks to comply with the request; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that **Bruce Benedetti**, the Interim Business Administrator, is hereby appointed as the Custodian of Government Records for the Township of Springfield School District for the period of time from March 1, 2020 to June 30, 2020 and is duly assigned the authority, responsibility and accountability for the review and/or copying of public records; and

BE IT FURTHER RESOLVED that no additional compensation shall be granted above that provided to the subject employee by his appointment as the Custodian of Government Records.

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION


David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-118

**RESOLUTION APPOINTING THE INTERIM BUSINESS ADMINISTRATOR / BOARD SECRETARY
AS THE DISTRICT PURCHASING AGENT FOR THE TOWNSHIP OF SPRINGFIELD SCHOOL
DISTRICT AND THAT THE SUBJECT RESOLUTION IS IDENTIFIED WITH THE SPONSOR CODE Y**

WHEREAS, 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter; and

WHEREAS, 18A:18A-3 provides that contracts, award by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold, may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution; and

WHEREAS, 18A:18A-37, c. provides that all contracts that are in the aggregate less than fifteen percent (15%) of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that **Bruce Benedetti**, the Interim Business Administrator, is hereby appointed as the District Purchasing Agent for the Township of Springfield School District for the period of time from March 1, 2020 to June 30, 2020 and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Springfield Township Board of Education; and

BE IT FURTHER RESOLVED that **Bruce Benedetti**, District Purchasing Agent, is hereby authorized to award contracts on behalf of the Springfield Township Board of Education that are less than fifteen (15%) of the bid threshold without soliciting competitive quotations; and

BE IT FURTHER RESOLVED that **Bruce Benedetti**, District Purchasing Agent, is hereby authorized to seek competitive quotations, when applicable and practicable, when contracts in the aggregate exceed fifteen percent (15%) of the bid threshold but less than the bid threshold; and

BE IT FURTHER RESOLVED that no additional compensation shall be granted above that provided to the subject employee by his appointment as the certified Interim School Business Administrator.

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION

David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-119

**RESOLUTION AUTHORIZING THE DEPOSITORY OF SCHOOL DISTRICT FUNDS
AND AMENDING THE SIGNATORIES THERETO**

WHEREAS, N.J.S.A. 18A:17-34 provides for the Board of Education to designate certain depositories of school monies; and

WHEREAS, it may be required from time to time to re-designate signatories to said accounts of such deposited school monies; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that **WSFS Bank** (formerly known as "Beneficial Bank"), **1636-61 Route 38 & Eayrestown Road, Lumberton, NJ 08048** shall be the depository for school district funds for accounts known as:

NAME OF ACCOUNT	ACCOUNT NUMBER	SIGNATORIES
GENERAL ACCOUNT	XXXXXX0073 Any 2 of 5	Andrew Eaton, Board President Joseph Bucs, Board Vice President Craig Vaughn, Superintendent of Schools Bruce Benedetti, Interim SBA Amy Lerner, Treasurer of School Monies
PAYROLL ACCOUNT	XXXXXX0074 Any 2 of 3	Craig Vaughn, Superintendent of Schools Bruce Benedetti, Interim SBA Amy Lerner, Treasurer of School Monies
PAYROLL AGENCY ACCOUNT	XXXXXX0075 Any 2 of 3	Craig Vaughn, Superintendent of Schools Bruce Benedetti, Interim SBA Amy Lerner, Treasurer of School Monies
CAFETERIA ACCOUNT	XXXXXX0076 Any 2 of 3	Craig Vaughn, Superintendent of Schools Bruce Benedetti, Interim SBA Amy Lerner, Treasurer of School Monies
STUDENT ACTIVITY ACCOUNT	XXXXXX0077 Any 2 of 3	Craig Vaughn, Superintendent of Schools Bruce Benedetti, Interim SBA Amy Lerner, Treasurer of School Monies
UNEMPLOYMENT TRUST ACCOUNT	XXXXXX0078 Any 2 of 3	Craig Vaughn, Superintendent of Schools Bruce Benedetti, Interim SBA Amy Lerner, Treasurer of School Monies

CAPITAL RESERVE ACCOUNT	XXXXXX0079 Any 2 of 3	Craig Vaughn, Superintendent of Schools Bruce Benedetti, Interim SBA Amy Lerner, Treasurer of School Monies
MAINTENANCE RESERVE ACCOUNT	XXXXXX5538 Any 2 of 3	Craig Vaughn, Superintendent of Schools Bruce Benedetti, Interim SBA Amy Lerner, Treasurer of School Monies
FLEXIBLE SPENDING ACCOUNT	XXXXXX2178 Any 2 of 3	Craig Vaughn, Superintendent of Schools Bruce Benedetti, Interim SBA Amy Lerner, Treasurer of School Monies
2015 REFERENDUM ACCOUNT	XXXXXX6705 Any 2 of 3	Craig Vaughn, Superintendent of Schools Bruce Benedetti, Interim SBA Amy Lerner, Treasurer of School Monies

BE IT FURTHER RESOLVED that the Custodian/Treasurer of said account is and shall be Amy S. Lerner and that all disbursements for said account shall be made by instruments duly signed by the above designated officials of the Township of Springfield School District; and

BE IT FURTHER RESOLVED that the above amendment of signatories takes effect on the 1st of March, 2020.

BE IT FINALLY RESOLVED that only one of the required signatures shall be a facsimile.

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION

David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-120

**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 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	Rebecca Schweitzer	Craig Vaughn		
District Assignment	Social Worker	Chief School Administrator		
Travel Date(s)	2/4/20	3/24/20		

Travel Destination	Westampton, NJ	Galloway, NJ		
Travel Type	Car	Car		
Sponsoring Entity	Burlington County Professional Development Institute	University Hospital		
Event Description	Physiologically Restorative Practices for Positive School Classroom Climate	Stop the Bleed for New Jersey Schools		
Funding Source	CST WRKSHP REG	STF TRAIN CSA WRKSHP REG		
Account Series	11-000-219-500-050-208-0	11-000-223-500-050-280-0		
Registration Fee	0	0		
Meal Allowance	0	\$15		
Mileage Estimate	\$5.25	\$34.30		
Tolls & Other Transportation	0	0		
Hotel/Motel Rate	0	0		
Miscellaneous Exp (Parking)	0	0		
TOTAL	\$5.25	\$49.30		

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.

CERTIFICATION OF THE BOARD SECRETARY

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION

David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-121

**RESOLUTION REQUESTING THE NJ SCHOOL BOARD ASSOCIATION (NJSBA) ADOPT
LANGUAGE**

FOR INCLUSION IN THE NJSBA'S MANUAL OF POLICIES AND POSITIONS ON EDUCATION

WHEREAS, under current law at N.J.S.A.18A:12-15, in many cases a vacancy in the membership of a board of education is filled by a majority vote of the remaining members of the board after the vacancy occurs; and,

WHEREAS, in the case of a limited purpose regional school district, current law results in the board member vacancy replacement being selected by representatives from districts other than the constituent district of the former board member; and,

WHEREAS, the constituent district board of education of a limited purpose regional district is elected to represent the constituent district in matters pertaining to education; and,

WHEREAS, the Delegate Assembly is the official policy-making body of the New Jersey School Boards Association; and

WHEREAS, education-related policies resulting from prior Delegate Assembly and Board of Directors actions are codified in the NJSBA's Manual of Positions and Policies on Education.


NOW, THEREFORE BE IT RESOLVED, that the Springfield Township Board of Education, County of Burlington, State of New Jersey, proposes the following new policy language for adoption by the Delegate Assembly and inclusion in NJSBA's Manual of Policies and Positions on Education:

The NJSBA believes when a vacancy occurs on the board of a limited purpose regional school district, the vacancy should be filled by a majority vote of the members of the board of education of the constituent district represented by the former board member.

BE IT FURTHER RESOLVED, that this resolution be placed on the agenda for consideration at the May 16, 2020 Delegate Assembly.

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

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION


David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-122

**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 October 2019:

Date / Time	Friday 1/10/2020 1:52 PM	Wednesday 1/22/2020 10:24 AM
Type of Drill	Fire Drill	Alternate Lockdown
Duration of Drill	3:27	6:32
Weather Conditions	Sunny 50's	Sunny 30's
Participants	Staff/Students	Staff/Students
Drill Supervisor	C. Vaughn	C. Vaughn/J. Knewasser

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.

David Gorski
Secretary to the Board

{SEAL}

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #19/20-RM-049-123

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

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


WHEREAS, the below listed entities have filed a "Facilities Use Application" and the necessary documentation has been submitted and reviewed by the Business Administrator/ Secretary to the Board and he recommends approval:

ORGANIZATION/GROUP	DATE	TIME	ACTIVITY	AREA
JoAnn Ricciani (In-District Use)	3/19/2020	6:30 - 8:30 PM	Becoming A Ladies Night Out	Media Center

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

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

SPRINGFIELD TOWNSHIP
BOARD OF EDUCATION


David Gorski
Secretary to the Board

{SEAL}

