

SPRINGFIELD TOWNSHIP BOARD OF EDUCATION
Tuesday, February 16, 2021
2020-2021 – 047

REGULAR MEETING

TIME: 7:00 PM

LOCATION: ROOM #14

CALL TO ORDER

Joseph Bucs, Board President

President Bucs called the meeting to order.

OPEN PUBLIC MEETINGS ACT STATEMENT

Joseph Bucs, Board President

“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.

President Bucs read the Open Public Meeting Act Statement.

PLEDGE OF ALLEGIANCE

Joseph Bucs, Board President



President Bucs led the assembly in the Pledge of Allegiance.

ROLL CALL

Danielle Tarvin-Griffith, Board Secretary

The **Regular Meeting** of the Springfield Board of Education (Burlington County) was held on **February 16, 2021** in **Room 14** beginning at **7:00PM**.

	Board of Education Member	Present	Late	Absent	
1	Mr. Hale	X			1
2	Mrs. Lippincott	X			2
3	Mrs. Murtaugh-Frey	X			3
4	Mr. Pantano	X			4
5	Mr. Ramalho			X	5
6	Mr. Roberson	X			6
7	Mr. Walker			X	7
8	Mr. Bucs	X			8
9					9

	Staff In Attendance	Present	Late	Absent	
1	Mr. Vaughn, Superintendent	X			1
2	Ms. Danielle Tarvin-Griffith, SBA	X			2
3	Mrs. Hannigan, Interim Curr Dir			X	3
4	Mr. Knewasser, Ed Fac Manager			X	4

SCHOOL & COMMUNITY PRESENTATIONS

Craig Vaughn, Superintendent

Jesse Adams from NJ School Board Association presented on Individual Certification Programs for board members as well as Board Certification.

EXECUTIVE SESSION

A motion was made by Mr. Hale, seconded by Mr. Pantano to enter the Executive Session at 7:30pm to discuss board vacancy options.

The motion was carried by voice vote. All in favor.

A motion was made by Mr. Roberson, seconded by Mr. Hale to adjourn Executive Session at 7:53pm.

The motion was carried by voice vote. All in favor.

COMMITTEE UPDATES

Joseph Bucs, President

No updates at this time.

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

Joseph Bucs, President

Before a matter is placed on the agenda, the 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

Craig Vaughn, Superintendent

- Retirement Letter- Mrs. Wendy Kolev

SUPERINTENDENT'S REPORT

Craig Vaughn, Superintendent

UPDATE

- Mid-year update on Cafeteria

IMPORTANT DATES

- March 16 - Board of Education Meeting
- March 22 - Trimester 2 Reports Cards Distributed
- March 23 - Evening Parent/Teacher Conferences
- March 24 - Afternoon Parent/Teacher Conferences
- March 25 - Early Dismissal / Afternoon Professional Development
- April 2 - School Closed for Good Friday
- April 5 - April 9 - School Closed for Spring Break
- April 12 - School Reopens
- April 20 - Board of Education Meeting

APPROVAL OF MINUTES

Danielle Tarvin-Griffith, Board Secretary

- **REORGANIZATION MEETING - Wednesday, January 6, 2021**
- **REGULAR MEETING - Tuesday, January 19, 2021**
- **REGULAR MEETING - Monday, January 25, 2021**

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted to approve the minutes as present and/ with noted corrections by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on February 16, 2021 in Room 14 .**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member			X					1
2	Mrs. Lippincott, Board Member		X	X					2
3	Mrs. Murtaugh-Frey, Board Member								3
4	Mr. Pantano, Board Vice President	X		X					4
5	Mr. Ramalho, Board Member			X			X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member			X			X		7
8	Mr. Bucs, Board President			X					8
9									9

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

SUPERINTENDENT'S REPORT (ENROLLMENT & HIB)

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-101

**RESOLUTION ACCEPTING ENROLLMENT STATISTICS
AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF JANUARY 2021**

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, 2020	Count <u>JANUARY 29, 2021</u>	Difference
11-105-100-101-101-105	Pre-School Regular	18	10	-8
11-110-100-101-101-110	Kindergarten	38	26	-12
11-120-100-101-101-401	First Grade	36	39	+3
11-120-100-101-101-402	Second Grade	23	34	+11
11-120-100-101-101-403	Third Grade	27	27	-1
11-120-100-101-101-404	Fourth Grade	22	28	+4
11-120-100-101-101-405	Fifth Grade	29	23	-6
11-130-100-101-101-406	Sixth Grade	35	33	-2
11-212-100-101-101-100	Multiple Disabled	5	6*	+1
11-215-100-101-101-100	Preschool Disabled PT	10	6	-4
11-000-100-56X-60X-XXX	Out-of-District Placement	3	3	0
	OTAL	246	233	-13

Month	Enrollment	Monthly Change
June 2020	246	
July 2020	226	-20
August 2020	224	-2
September 2020	229	+5
October 2020	230	+1
November 2020	232	+2
December 2020	234	+2
January 2021	233	-1
February 2021		
March 2021		
April 2021		
May 2021		
June 2021		
July 2021		

;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.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member			X					1
2	Mrs. Lippincott, Board Member			X					2
3	Mrs. Murtaugh-Frey, Board Member		X	X					3
4	Mr. Pantano, Board Vice President	X		X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-102

RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT FOR THE MONTH OF JANUARY 2021 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 2021**:

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

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member			X					1
2	Mrs. Lippincott, Board Member			X					2
3	Mrs. Murtaugh-Frey, Board Member		X	X					3
4	Mr. Pantano, Board Vice President	X		X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

FINANCE & BUDGET

Danielle Tarvin-Griffith, Board Secretary

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-104

**RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT
OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD
FOR THE MONTH OF JANUARY 2021 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 2021** changes in anticipated revenue amounts and sources as noted on the submitted revenue report.

Danielle Tarvin-Griffith
Business Administrator/Board Secretary

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member	X		X					1
2	Mrs. Lippincott, Board Member			X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President		X	X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-105

**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 2021**

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, 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 2021** 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 FINALLY RESOLVED that a copy of the above Report shall be placed in the permanent minutes of the Board of Education.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member	X		X					1
2	Mrs. Lippincott, Board Member			X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President		X	X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8

9								9
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Legend: Mtn = Motion; Snd = Second; Aye = Aye; Nay = Nay; Abn = Abstain; Abs = Absent; Nvt = Not Voting

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-106

**RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT
FOR THE MONTH OF JANUARY 2021
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 2021 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.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member	X		X					1
2	Mrs. Lippincott, Board Member			X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President		X	X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-107

RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS FOR THE MONTH ENDING JANUARY 31, 2021

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 submitted to the Board the following summary for the period ending **JANUARY 31, 2021** for review and certification; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Board certifies the EWEG submissions as listed on the **"SUMMARY PAGE, Monthly Disbursement Report - Fund 20 Only"**.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member	X		X					1
2	Mrs. Lippincott, Board Member			X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President		X	X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-108

**RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
AS OF JANUARY31, 2021 FOR THE 2020-2021 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	PERCENT UNSPENT
TITLE 1A 232	2019-20	39,233.00	35,767.00	3,466.00	0.00	0%
TITLE 1A 231	2020-21	42,873.00*	19,014.25	8,462.75	15,396.00	36%
IDEA BSC 252	2019-20	80,303.00	79,719.00	584.00	0.00	0%
IDEA BSC 250	2020-21	75,076.00*	21,536.52	16,422.34	37,117.14	49%
IDEA PSD 253	2019-20	5,365.00	281.00	5084.00	0.00	0%
IDEA PSD 251	2020-21	10,211.00*	1107.88	3,055.00	6,048.12	59%
TITLE 2A 272	2019-20	7316.00	0.00	7316.00	0.00	0%
TITLE 2A 270	2020-21	14,167.000*	3,500.00	3351.00	7,316.00	52%

TITLE 4A 282	2019-20	13,044.00	4498.00	8546.00	0.00	0%
TITLE 4A 280	2020-21	18,546.00*	5023.11	0.00	13,522.89	73%
AGU 293	2020-21	250.00	0.00	0.00	250.00	100%
REAP 451	2018-20	19,449.16	9,395.89	4,500.00	5,553.27	29%
CARES 477/999	2019-21	33,264.00	28,920.00	0.00	4,344.00	13%
DIGITAL 478	2020-21	4,115.00	4,115.00	0.00	0.00	0%
COVIN19 479	2020-21	8,722.00	8,720.99	0.00	1.01	0%

* Subject to carry-over amendment.

; and

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 years **2019-2020** and **2020-2021** 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.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member	X		X					1
2	Mrs. Lippincott, Board Member			X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President		X	X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-109

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

FOR THE MONTH OF JANUARY 2021

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, 2021** 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.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member	X		X					1
2	Mrs. Lippincott, Board Member			X					2

3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President		X	X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-110

RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR JANUARY 2021 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 2021, 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.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member	X		X					1
2	Mrs. Lippincott, Board Member			X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President		X	X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION
RESOLUTION #20/21-RM-047-111

**RESOLUTION AUTHORIZING THE PAYMENT OF BILLS
OF THE GENERAL ACCOUNTS AS CONTAINED ON
THE CHECK REGISTER & ALL BANK/WIRE TRANSFERS**

WHEREAS, the Business Administrator/Secretary to the Board has submitted a computer printout of the checks registered for payment for the period of **JANUARY 19, 2021 TO FEBRUARY 15, 2021** (hereinafter "period"); and,

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 as detailed in the report of bills; 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 (inter-fund payments are excluded from this requirement.); and,

WHEREAS, bank transfer(s) are transfers between accounts during the period as listed in the report of bills.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that payment of bills for the period listed on the check register are hereby authorized; and,

BE IT FURTHER RESOLVED that the Board certifies the check register and bank/wire transfers as listed on the "**BILL LIST**" report.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member	X		X					1
2	Mrs. Lippincott, Board Member			X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President		X	X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION
RESOLUTION #20/21-RM-047-112

**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 2021 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 **2020-2021** 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.

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

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member	X		X					1
2	Mrs. Lippincott, Board Member			X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President		X	X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-113

**RESOLUTION APPROVAL OF THE REPORT OF THE
TREASURER OF SCHOOL MONIES FOR JANUARY 2021
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 2021** Report of the Treasurer of School Monies is hereby accepted and approved.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member	X		X					1
2	Mrs. Lippincott, Board Member			X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President		X	X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-114

RESOLUTION CERTIFYING THAT THE BOARD OF EDUCATION HAS RECEIVED THE REPORT OF AUDIT FOR THE FISCAL YEAR ENDING JUNE 30, 2020 IN ACCORDANCE WITH N.J.S.A. 18A:23-1

WHEREAS, N.J.S.A. 18A:23-5 requires that the Board of Education receive the annual audit at a regularly scheduled public meeting and that it should cause the recommendations of the audit to be read to be discussed and that discussion be duly noted in the minutes, and;

WHEREAS, the "Report of Audit For the Fiscal Year Ending June 30, 2019" of the Township of Springfield School District has been filed with the Office of the Business Administrator by the Springfield Township Public School Accountant, David McNally, Certified Public Accountant, Medford, New Jersey as per the requirements of N.J.S.A. 18A:23-3, and;

WHEREAS, N.J.S.A. 18A:23-4 further requires that the Secretary to the Board of Education shall have prepared a summary of the audit recommendations and that a copy of said summary shall be available for distribution at the public meeting.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the "Report of Audit for the Year Ending June 30, 2020" has been received and discussed at the Regular meeting on Tuesday, February 16, 2021 in accordance with N.J.S.A. 18A:23-1 et seq.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member	X		X					1
2	Mrs. Lippincott, Board Member			X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President		X	X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-115

RESOLUTION APPROVING A CORRECTIVE ACTION PLAN FOR THE ANNUAL AUDIT FOR THE YEAR ENDING JUNE 30, 2020 IN ACCORDANCE WITH N.J.S.A. 18a:23-1

WHEREAS, N.J.S.A. 18A:23 requires that the Board of Education receive the annual audit at a regularly scheduled public meeting and that it should cause the recommendations of the audit to be read and to be discussed and that the discussion be duly noted on the meeting agenda; and,

WHEREAS, Resolution #20/21-RM-047-114 certifies that the "Report of Audit For The Fiscal Year Ending June 30, 2020" of the Township of Springfield School District had been filed with the Office of the Business Administrator by the Springfield Township Public School accounting firm, Holt McNally & Associates, 618 Stokes Road Medford, NJ 08055; and

WHEREAS, N.J.S.A. 18A:23 further requires that the Secretary to the Board of Education shall have prepared a summary of the audit recommendations and that a copy of said summary shall be available for distribution at the public meeting and that said action was taken; and

WHEREAS, N.J.S.A. 18A:23 states, in part, that the Commissioner annually shall publish a summary of such recommendations as made for each school district and the steps which have been taken in each district for their implementation and the following is the correction action plan for the Township of Springfield School District:

CORRECTIVE ACTION PLAN

Name of District:	Springfield Township
Type of Audit:	General Purpose Financial Statements
Date of Meeting:	February 16, 2021
Contact Person:	Danielle Tarvin-Griffith, Business Administrator
Telephone Number:	(609) 723 - 2479
County:	Burlington

Recommendation Number	Findings & Recommendation	Corrective Action Measure	Responsible Person	Anticipated Timeline
2020-001	It is recommended that the District properly maintain a general ledger and reconcile the ledger monthly with other subsidiary records.	The Business Administrator will maintain a general ledger and reconcile the ledger monthly.	Business Administrator	6/30/2021
2020-002	It is recommended that the District maintain an accurate capital asset listing for all assets.	The Business Administrator will maintain an accurate capital asset listing for all assets.	Business Administrator	6/30/2021
2020-003	That the District comply with N.J.A.C. 6A:23A-13.3 by receiving Commissioner approval or Executive County superintendent as Commissioner's designee for line item transfers from any general fund appropriation account that on a cumulative basis exceed 10 percent of the amount of the account included in the budget.	The Business Administrator will submit approval requests to the County Superintendent for transfers from any general fund appropriation account that on a cumulative basis exceed 10 percent of the amount of the account included in the budget.	Business Administrator	6/30/2021
2020-004	That the District comply with N.J.S.A 18A:17-10 by filing a copy of its annual report with the county superintendent on or before August 1st of each year.	The Business Administrator will file a copy of its annual report with the County Superintendent on or before August 1st of each year.	Business Administrator	8/1/2021
2020-005	It is recommended that	The Business Administrator	Business	6/30/2021

	the District accurately reconcile its general cash account on a monthly basis in accordance with N.J.S.A. 18A:17-9.	will reconcile the general cash account on a monthly basis.	Administrator	
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NOW THEREFORE BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that the Corrective Action Plan of the "Report of Audit For The Year Ending June 30, 2021" be submitted to the New Jersey Department of Education in accordance with N.J.S.A. 18A:23 et seq.; and,

BE IT FURTHER RESOLVED that a true copy of this Resolution with Corrective Action Plan be forwarded to the Office of the Burlington County Executive Superintendent of Schools.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member	X		X					1
2	Mrs. Lippincott, Board Member			X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President		X	X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-116

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

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

WHEREAS, school districts projected to have more than forty (40) Medicaid Eligible/Special Education students for the 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 Executive County Superintendent in order to be exempt from the SEMI program requirements; and

WHEREAS, the FY2020-2021 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 Executive County Superintendent, for a waiver of SEMI requirements.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member	X		X					1
2	Mrs. Lippincott, Board Member			X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President		X	X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

PERSONNEL & NEGOTIATIONS

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-117

RESOLUTION ACCEPTING THE RETIREMENT NOTICE OF A TEACHER PCR #:ET-5001 FOR THE SPRINGFIELD TOWNSHIP SCHOOL

WHEREAS, the Superintendent of Schools received official retirement notice from Wendy Kolev, Teacher, Springfield Township School; and

WHEREAS, in accordance with the agreement between the Springfield Township Board of Education and the Springfield Township Education Association, upon retirement as defined per the requirements of TPAF and/or PERS, the Board will pay retiring certificated staff bargaining unit members for accumulated sick leave as follows:

1. Teachers with ten (10) years or more of consecutive service in the district will receive \$50.00 per day to a maximum of 200 days;
2. The number of days paid shall be at this rate once a minimum of thirty (30) days has been accumulated. If a minimum of thirty (30) days has not been accumulated, a rate of \$10 per day shall be paid for the number of days actually accumulated.

WHEREAS, retirement will mean that an employee, 55 years of age or older, will be leaving the employment of Springfield Township Schools and will not be employed elsewhere in the same capacity; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above notification of retirement is hereby accepted effective July 1, 2021; and;

CERTIFICATION OF ACCUMULATED SICK LEAVE PAYMENT

YEARS OF SERVICE	ACCUMULATED SICK DAYS	TOTAL*	PER DIEM RATE	TOTAL PAYOUT
18	134.5	134.5	\$50.00	\$6,725.00

*as of January 31, 2021; final total for calculation will be determined June 30, 2021

BE IT FURTHER RESOLVED that the Business Administrator / Board Secretary shall budget the sum of six thousand seven hundred twenty-five dollars and zero cents (\$6,725.00) under line item 11-000-291-290-000 UNDIST TCH RETIRE COMP for the 2021-2022 fiscal year budget.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member			X					1
2	Mrs. Lippincott, Board Member		X	X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President	X		X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-118

RESOLUTION APPROVING A TERMS & CONDITIONS CONTRACT FOR THE SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY

WHEREAS, the Executive County Superintendent shall review and approve for all Superintendents of Schools, Superintendents of Schools reappointed pursuant to N.J.S.A. 18A:17-20.1, Deputy Superintendents of Schools, Assistant Superintendents of Schools, and School Business Administrators, including any interim, acting, or person otherwise serving in these positions, in school districts, county vocational school districts, county special services school districts and other districts, except charters, within the County under the supervision of the Executive County Superintendent:

1. New employment contracts, including contracts that replace expired contracts for existing tenured and non-tenured employees;

2. Renegotiations, extensions, amendments, or other alterations of the terms of existing employment contracts that have been previously approved by the Executive County Superintendent; and
3. Provisions for contract extensions where such terms were not included in the original employment contract or are different from the provisions contained in the original approved employment contract; and,

WHEREAS, the contract review and approval shall take place prior to any required public notice and hearing pursuant to N.J.S.A. 18A:11-11 and prior to the Board of Education approval and execution of the contract to ensure compliance with all applicable laws, including but not limited to N.J.S.A. 18A:30-3.5, 18A:30-9, 18A:17-15.1 and 18A:11-12; and,

WHEREAS, in connection with the Executive County Superintendent's review of the contract, the Board shall provide the Executive County Superintendent with a detailed statement setting forth the total cost of the contract for each applicable year, including salary, longevity (if applicable), benefits, and all other emoluments; and,

WHEREAS, The review and approval of the employment contracts of Superintendents of Schools, Deputy Superintendents of Schools, Assistant Superintendents of Schools, and School Business Administrators conducted by the Executive County Superintendent shall be consistent with the following additional standards outlined in N.J.S.A. 18A:7-8.1 and N.J.A.C. 6A:23A-3.1:

1. Contracts for each class of administrative position shall be comparable with the salary, benefits and other emoluments contained in the contracts of similarly credentialed and experienced administrators in other school districts in the region with similar enrollment, academic achievement levels and challenges, and grade span.
2. No contract shall include provisions that are inconsistent with the travel requirements pursuant to N.J.S.A. 18A:11-12 and N.J.A.C. 6A:23A-7 including, but not limited to, the provisions for mileage reimbursement and reimbursement for meals and lodging in New Jersey. Any contractual provision that is inconsistent with law is superseded by the law.
3. No contract shall include provisions for the reimbursement or payment of employee contributions that are either required by law or by a contract in effect in the school district with other teaching staff members, such as payment of the employee's State or Federal taxes, or of the employee's contributions to FICA, Medicare, State pensions and annuities (TPAF), life insurance, disability insurance (if offered), and health benefit costs.
4. No contract shall contain a payment as a condition of separation from service that is deemed by the Executive County Superintendent to be prohibited or excessive in nature. The payment cannot exceed the lesser of the calculation of three months pay for every year remaining on the contract with pro-ration for partial years, not to exceed twelve months, or the remaining salary amount due under the contract.
5. No contract shall include benefits that supplement or duplicate benefits that are otherwise available to the employee by operation of law, an existing group plan, or other means; e.g., an annuity or life insurance plan that supplements or duplicates a plan already made available to the employee. Notwithstanding the provisions of this section, a contract may contain an annuity where those benefits are already contained in the existing contract between the employee and the district.
6. Contractual provisions regarding accumulation of sick leave and supplemental compensation for accumulated sick leave shall be consistent with N.J.S.A. 18A:30-3.5. Supplemental payment for accumulated sick leave shall be payable only at the time of retirement and shall not be paid to the individual's estate or beneficiaries in the event of

the individual's death prior to retirement. Pursuant to N.J.S.A. 18A:30-3.2, a new Board of Education contract may include credit of unused sick leave in accordance with the new Board of Education's policy on sick leave credit for all employees.

7. Contractual provisions regarding accumulation of unused vacation leave and supplemental compensation for accumulated unused vacation leave shall be consistent with N.J.S.A. 18A:30-9. Contractual provisions for payments of accumulated vacation leave prior to separation can be included but only for leave accumulated prior to June 8, 2007 and remaining unused at the time of payment. Supplemental payments for unused vacation leave accrued consistent with the provisions of N.J.S.A. 18A:30-9 after June 8, 2007 as well as unused vacation leave accumulated prior to June 8, 2007 that has not been paid, shall be payable at the time of separation and may be paid to the individual's estate or beneficiaries in the event of the individual's death prior to separation.
8. Contractual provisions that include a calculation of per diem for twelve month employees shall be based on a two hundred sixty day work year.
9. No provision for a merit bonus shall be made except where payment is contingent upon achievement of quantitative merit criterion and/or qualitative merit criterion:
 - a. A contract may include no more than three quantitative merit criteria and two qualitative merit criteria per contract year.
 - b. The Executive County Superintendent shall approve or disapprove the selection of quantitative merit and qualitative merit criteria and the data that forms the basis of measuring the achievement of quantitative merit and qualitative merit criteria.
 - c. A contract may provide for merit bonuses in an amount not exceeding 3.33 percent of annual salary for each quantitative merit criterion achieved and 2.5 percent of annual salary for each qualitative merit criterion achieved. Any such merit bonus shall be considered "extra compensation" for purpose of N.J.A.C. 17:3-4.1 and shall not be cumulative.
 - d. The Board of Education shall submit to the Executive County Superintendent a resolution certifying that a quantitative merit criterion or a qualitative merit criterion has been satisfied and shall await confirmation of the satisfaction of that criterion from the Executive County Superintendent prior to payment of any merit bonus.
10. No provision for a bonus shall be made except where payment is contingent upon achievement of measurable specific performance objectives expressly contained in a contract approved pursuant to N.J.A.C. 6A:23A-3.1, where compensation is deemed reasonable relative to the established performance objectives and achievement of the performance objectives has been documented to the satisfaction of the Board of Education.
11. No provision for payment at the time of separation or retirement shall be made for work not performed except as otherwise authorized in N.J.A.C. 6A:23A-3.1 and N.J.S.A. 18A:7-8.1.
12. No contract shall include a provision for a monthly allowance except for a reasonable car allowance. A reasonable car allowance shall not exceed the monthly cost of the average monthly miles traveled for business purposes multiplied by the allowable mileage reimbursement pursuant to applicable law and regulation and New Jersey Office of Management and Budget (NJOMB) circulars. If such allowance is included, the

employee shall not be reimbursed for business travel mileage nor assigned permanently a car for official district business. Any provision of a car for official district business must conform with N.J.A.C. 6A:23A-6.12 and be supported by detailed justification. No contract shall include a provision of a dedicated driver or chauffeur.

13. All Superintendent contracts shall include the required provision pursuant to N.J.S.A. 18A:17-15.1 which states that in the event the Superintendent's certificate is revoked, the contract is null and void.
14. No contract shall include a provision for additional compensation upon the acquisition of a graduate degree unless the graduate degree is conferred by a regionally accredited college or university as defined in applicable regulations. No contract shall include a provision for assistance, tuition reimbursement, or additional compensation for graduate school coursework, unless the coursework culminates in the acquisition of a graduate degree conferred by a regionally accredited college or university as defined in applicable regulations.

NOW THEREFORE BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above referenced standards have been met and approved by the Executive County Superintendent and hereby authorizes the approval of a terms and conditions contract for the School Business Administrator / Board Secretary, Danielle Tarvin-Griffith, for a period commencing January 1, 2021 and ending June 30, 2021.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member			X					1
2	Mrs. Lippincott, Board Member		X	X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President	X		X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

POLICIES & PROCEDURES

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-119

RESCINDING A BOARD OF EDUCATION APPOINTMENT

WHEREAS, a vacancy on the Springfield Township Board of Education was caused by the resignation of a member; and,

WHEREAS, district policy 0143 - Board Member Election and Appointment, requires that the Board Secretary shall promptly notify the President of a vacancy to be filled by the Board; and,

WHEREAS, the President shall inform all other Board members and 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,

WHEREAS, in considering candidates who have expressed an interest in a vacancy, the Board of Education may interview candidates in public or executive session. The Board must vote to appoint a candidate to a vacancy in public session and there shall be no decisions made in executive session. In the event interviews are conducted in executive session, Board members, in the public session nomination and voting process, shall express their opinion in support of their vote so the public can witness any deliberations, policy formulation, and the decision making process of the Board; and,

WHEREAS, consistent with district policy 0143 the Board conducted interviews on January 25, 2021 and a roll call vote was conducted on candidates in the order the candidates were nominated with a second and the Board duly appointed a candidate; and,

WHEREAS, the appointed candidate has informed the Superintendent and Board of Education President his request that his appointment be rescinded.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that Resolution #20/21-RM-025-122 authorizing the appointment of a Board of Education member be rescinded; and,

BE IT FURTHER RESOLVED that, in accordance with district policy 0143, the Board shall move to appoint, by motion with a second and roll call vote, a candidate from the previous pool of candidates.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member			X					1
2	Mrs. Lippincott, Board Member		X	X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President	X		X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-119-A

RESOLUTION AUTHORIZING THE SPRINGFIELD TOWNSHIP BOARD OF EDUCATION TO APPOINT A BOARD OF EDUCATION MEMBER IN ACCORDANCE WITH DISTRICT POLICY / BYLAW 0143

WHEREAS, a vacancy on the Springfield Township Board of Education was caused by the resignation of a member; and,

WHEREAS, district policy 0143 - Board Member Election and Appointment, requires that the Board Secretary shall promptly notify the President of a vacancy to be filled by the Board; and,

WHEREAS, the President shall inform all other Board members and 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,

WHEREAS, in considering candidates who have expressed an interest in a vacancy, the Board of Education may interview candidates in public or executive session. The Board must vote to appoint a candidate to a vacancy in public session and there shall be no decisions made in executive session. In the event interviews are conducted in executive session, Board members, in the public session nomination and voting process, shall express their opinion in support of their vote so the public can witness any deliberations, policy formulation, and the decision making process of the Board; and,

WHEREAS, a roll call vote will be conducted on candidates in the order the candidates were nominated with a second. If there are two or more vacancies, each vacancy will be filled by a separate election process. The first candidate who receives the votes of a majority of the remaining Board members will be elected to the vacancy. In the event no candidate receives a majority vote of the remaining Board members, another election process shall be conducted between the two candidates receiving the highest number of votes.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, pursuant to district policy 0143 that nominations for a Board of Education vacancy be accepted and voted upon by roll call; and,

BE IT FURTHER RESOLVED that Lynsey O'Brien be appointed to the Springfield Board of Education for a term commencing February 16, 2021 through December 31, 2021.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member			X					1
2	Mrs. Lippincott, Board Member			X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President		X	X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member	X		X					6

7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

FACILITIES, SECURITY, & TRANSPORTATION

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #20/21-RM-047-120

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 2021:

Date / Time	Wednesday 1/20/21 9:45 AM	Monday 1/25/21 2:30 PM
Type of Drill	Fire Drill	Bomb Threat
Duration of Drill	30 seconds	7 minutes, 26 seconds
Weather Conditions	Sunny 40's	Cloudy 30's

Participants	Staff/Students	Staff/Students
Drill Supervisor	C. Vaughn	C. Vaughn & C. Dudley

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.

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 February 16, 2021 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member			X					1
2	Mrs. Lippincott, Board Member	X		X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President			X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member		X	X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

BOARD FORUM

Joseph Bucs, President

UNFINISHED BUSINESS

- Emergency Notification System
- BOE Meeting Amplification System
- BOE Liaison to the Springfield Elementary Foundation
- BOE Committee Meeting Minutes

NEW BUSINESS

- Discussion of 2021-22 District Calendar

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

Joseph Bucs, President

None

ADJOURNMENT

Joseph Bucs, President

Seeing no further action to come before the Board of Education, President Bucs requested a motion to adjourn.

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated to **ADJOURN** at the **Regular Meeting held on February 16, 2021** in Room 14. **The time of adjournment was 8:37PM.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Hale, Board Member			X					1
2	Mrs. Lippincott, Board Member		X	X					2
3	Mrs. Murtaugh-Frey, Board Member			X					3
4	Mr. Pantano, Board Vice President	X		X					4
5	Mr. Ramalho, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mr. Walker, Board Member						X		7
8	Mr. Bucs, Board President			X					8
9									9

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

