

SPRINGFIELD TOWNSHIP BOARD OF EDUCATION
Tuesday, November 16, 2021
2021-2022 - 320

REGULAR MEETING

TIME: 7:00 PM

LOCATION: ROOM #14

CALL TO ORDER

Joseph Bucs, Board President

President Bucs called the meeting to order at 7:04PM.

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

Craig Vaughn, Superintendent

The **Regular Meeting** of the Springfield Board of Education (Burlington County) was held on **November 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	Ms. O'Brien	X			4
5	Mr. Pantano	X			5
6	Mr. Roberson	X			6
7	Ms. Wainwright	X			7
8	Mr. Walker	X			8
9	Mr. Bucs	X			9

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

SCHOOL & COMMUNITY PRESENTATIONS

Craig Vaughn, Superintendent

- [Presentation of the Fall 2021 Start Strong Assessment Results](#) - Attached as Appendix A

COMMITTEE UPDATES

Joseph Bucs, Board President

- Budget & Finance (Mr. Pantano, Committee Chair) - will meet in December
- Personnel (Mr. Hale, Committee Chair) - None
- Buildings & Grounds (Mrs. Lippincott, Committee Chair) - will meet soon
- Negotiations (Mr. Bucs, Committee Chair) - None
- Curriculum & Technology (Mr. Roberson, Committee Chair) - None
- Policy (Mr. Pantano, Committee Chair) - update on tonight's agenda- polices that require training such as sexual harrassment and deveoping a cost of compliance model
- Transportation (Mr. Walker, Committee Chair) - None

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

Joseph Bucs, Board 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.

Mrs. Webb informed the board that she is waiting on a response to her email regarding grade 5 class size, room capacity, and boards' authority to set a class size cap.

CORRESPONDENCE

Craig Vaughn, Superintendent

- [Letter from Parent. RE: Comments on Curriculum](#) - Attached as Appendix B

SUPERINTENDENT'S REPORT

Craig Vaughn, Superintendent

IMPORTANT DATES

- November 25 - Thanksgiving / School Closed
- November 26 - School Closed
- December 6 - December 10 - H&S Holiday Shoppe
- December 11 - H&S Winter Wonderland
- December 14 - Early Dismissal for Evening Parent/Teacher Conferences
- December 15 - Early Dismissal for Afternoon Parent/Teacher Conferences
- December 16 - Early Dismissal for Afternoon Parent/Teacher Conferences
- December 21 - Board of Education Meeting
- December 23 - Early Dismissal
- December 24 - January 2 - School Closed for Winter Break
- January 3 - School Reopens
- January 5 - Board of Education Reorganization Meeting
- January 14 - Early Dismissal for Staff Professional Development
- January 17 - School Closed in Observance of Martin Luther King Day

APPROVAL OF MINUTES

Craig Vaughn, Superintendent

- **REGULAR MEETING - Tuesday, October 26, 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 November 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	Ms. O'Brien, Board Member		X	X					4
5	Mr. Pantano, Board Vice President	X		X					5
6	Mr. Roberson, Board Member			X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member			X					8
9	Mr. Bucs, Board President			X					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 #21/22-RM-320-101

RESOLUTION ACCEPTING ENROLLMENT STATISTICS AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF OCTOBER 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, 2021	Count <u>OCT. 29, 2021</u>	Difference
11-105-100-101-101-105	Pre-School Regular	11	11	0
11-110-100-101-101-110	Kindergarten	26	39	+13
11-120-100-101-101-401	First Grade	39	28	-11
11-120-100-101-101-402	Second Grade	34	38	+4
11-120-100-101-101-403	Third Grade	27	36	+9
11-120-100-101-101-404	Fourth Grade	28	29	+1
11-120-100-101-101-405	Fifth Grade	23	31	+8
11-130-100-101-101-406	Sixth Grade	33	27	-6
11-212-100-101-101-100	Multiple Disabled	6*	6*	0
11-215-100-101-101-100	Preschool Disabled PT	6	3	-3
11-000-100-56X-60X-XXX	Out-of-District Placement	3	4	+1
	TOTAL	234	252	+18

Month	Enrollment	Monthly Change
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June 2021	234	
July 2021	247	+13
August 2021	253	+6
September 2021	252	-1
October 2021	252	0
November 2021		
December 2021		
January 2022		
February 2022		
March 2022		
April 2022		
May 2022		
June 2022		
July 2022		

;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 November 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	Ms. O'Brien, Board Member			X					4
5	Mr. Pantano, Board Vice President		X	X					5
6	Mr. Roberson, Board Member	X		X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member			X					8
9	Mr. Bucs, Board President			X					9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-320-102

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

School Location	# Cases Reported	# Cases Confirmed
Springfield Elementary School	1	1

Pursuant to N.J.S.A. 6:20-2.11(c)2, I report the following **OCTOBER 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 November 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	Ms. O'Brien, Board Member			X					4
5	Mr. Pantano, Board Vice President	X		X					5
6	Mr. Roberson, Board Member			X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member			X					8
9	Mr. Bucs, Board President			X					9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-320-107

**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 OCTOBER 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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-320-108

**RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT
FOR THE MONTH OF OCTOBER 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 OCTOBER 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 November 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	Ms. O'Brien, Board Member			X					4
5	Mr. Pantano, Board Vice President	X		X					5
6	Mr. Roberson, Board Member			X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member			X					8
9	Mr. Bucs, Board President			X					9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-320-110

**RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
AS OF OCTOBER 29, 2021 FOR THE 2021-2022 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	UNEXPENDED DOLLAR BALANCE	PERCENT UNSPENT
TITLE 1A 231; 232	2021-22	60,353	0	0	60,353	100
IDEA BSC 250; 252	2021-22	72,381	0	250	72,131	99
IDEA PSD 251, 253	2021-22	5,140	0	0	5,140	100
IDEA ARP BSC	2021-22	10,243	0	0	10,243	100
IDEA ARP PDS	2021-22	874	0	0	874	100
TITLE 2A 270; 272	2021-22	11,626	0	0	11,626	100
TITLE 4A 280; 282	2021-22	10,000	0	1,750	8,250	82.5
REAP 451	2021-22	23,492	0	10,000	13,492	57
CARES 477/999	2019-22	33,264	28,920	4,344	0	0

ESSER II	2021-23	128,972	0	37,114	91,858	71
ESSER II- LA	2021-23	45,000	0	0	45,000	100
ESSER II-MH	2021-23	25,000	0	10,850	15,150	60

; 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 state and federal grant allotments; 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.

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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 November 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	Ms. O'Brien, Board Member			X					4
5	Mr. Pantano, Board Vice President	X		X					5
6	Mr. Roberson, Board Member			X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member			X					8
9	Mr. Bucs, Board President			X					9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-320-111

**RESOLUTION PROVIDING FOR A SECRETARY TO THE BOARD'S
MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS
FOR THE MONTH OF OCTOBER 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 OCTOBER 29, 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 November 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	Ms. O'Brien, Board Member			X					4
5	Mr. Pantano, Board Vice President	X		X					5
6	Mr. Roberson, Board Member			X					6

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-320-115

**RESOLUTION APPROVAL OF THE REPORT OF THE
TREASURER OF SCHOOL MONIES FOR OCTOBER 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 **OCTOBER 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 November 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	Ms. O'Brien, Board Member			X					4
5	Mr. Pantano, Board Vice President	X		X					5
6	Mr. Roberson, Board Member			X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member			X					8
9	Mr. Bucs, Board President			X					9

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

PERSONNEL & NEGOTIATIONS

Craig Vaughn, Superintendent

None

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-320-116

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	Kelly Linton	Dawn Shook		
District Assignment	Grade 3 Teacher	Grade 3 Teacher		
Travel Date(s)	January 10, 2022	January 10, 2022		
Travel Destination	Cherry Hill	Cherry Hill		
Travel Type	Car	Car		
Sponsoring Entity	Bureau of Education & Research	Bureau of Education & Research		
Event Description	Catching Up Students Who Have Fallen Behind in 3rd Grade	Catching Up Students Who Have Fallen Behind in 3rd Grade		
Funding Source	REAP	REAP		
Account Series	20-999-451-500-050-12 0-0	20-999-451-500-050-12 0-0		
Registration Fee	279	279		
Meal Allowance	0	0		
Mileage Estimate	0	0		
Tolls & Other Transportation	0	0		
Hotel/Motel Rate	0	0		
Miscellaneous Exp (Parking)	0	0		
TOTAL	\$279.00	\$279.00		

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.

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 November 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	Ms. O'Brien, Board Member	X		X					4
5	Mr. Pantano, Board Vice President		X	X					5
6	Mr. Roberson, Board Member			X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member			X					8
9	Mr. Bucs, Board President			X					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 #21/22-RM-320-117

**RESOLUTION APPROVING BOARD OF EDUCATION 2021/2022
POLICY, BYLAWS AND REGULATION REVISIONS
UPON FIRST READING AND INTRODUCTION**

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

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

WHEREAS, when certain policies indicate that "*the Board of Education shall*" provide or make otherwise available a condition of the policy, it is recognized that in these situations the Board of Education hereby authorizes the Superintendent or his/her designee to execute the function(s) therein; and,

WHEREAS, the following is the **first** reading for introduction of the policies & regulations, which include:

File Code	Name	Status	Alert #
P 5111	Eligibility of Resident / Nonresident Students	Revised	224
P 0164	Conduct of Board Meeting	Revised	NA
P 2425	Emergency Virtual or Remote Instruction Program	New	225
P 5751	Sexual Harassment of Students	Revised	225

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

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 November 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	Ms. O'Brien, Board Member			X					4
5	Mr. Pantano, Board Vice President	X		X					5
6	Mr. Roberson, Board Member		X	X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member				X				8
9	Mr. Bucs, Board President				X				9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-320-118

**RESOLUTION APPROVING BOARD OF EDUCATION 2021/2022
POLICY, BYLAWS AND REGULATION REVISIONS
UPON SECOND READING AND ADOPTION**

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

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

WHEREAS, when certain policies indicate that "*the Board of Education shall*" provide or make otherwise available a condition of the policy, it is recognized that in these situations the Board of Education hereby authorizes the Superintendent or his/her designee to execute the function(s) therein; and,

WHEREAS, the following is the **second** reading for adoption of the policies & regulations, which include:

File Code	Name	Status	Alert #
P 2422	Comprehensive Health & Physical Education	Revised	222
P 6115.02	Federal Awards / Funds Internal Controls - Mandatory Disclosures	New	224
P 6115.03	Federal Awards / Funds Internal Controls / Conflicts of Interest	New	224
P 8540	School Nutrition Programs	Revised	224

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

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 November 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	Ms. O'Brien, Board Member			X					4
5	Mr. Pantano, Board Vice President	X		X					5
6	Mr. Roberson, Board Member		X	X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member				X				8
9	Mr. Bucs, Board President				X				9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-320-119

**RESOLUTION APPROVING REVISIONS TO
THE CHAPTER 27 EMERGENCY REMOTE LEARNING PLAN
AND AUTHORIZING RE-SUBMISSION TO THE BURLINGTON COUNTY OFFICE OF EDUCATION**

WHEREAS, in April 2020, Governor Murphy issued an executive order that became P.L.2020, c.27. providing for the continuity of instruction in the event of a public-health related district closure so that LEAs can utilize virtual or remote instruction to satisfy the 180-day requirement pursuant to N.J.S.A. 18A:7F-9; and,

WHEREAS, in order to provide transparency and ensure that New Jersey students continue to receive high quality, standards-based instruction, each school district, charter school, renaissance school project and Approved Private School for Students with Disabilities (APSSDs) must annually submit its proposed program for virtual or remote instruction (plan) to the Commissioner of Education; and,

WHEREAS, this plan would be implemented during a district closure lasting more than three consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health-related closure; and,

WHEREAS, the superintendent must consult with the board of education, if practicable, prior to implementing the school district's plan of virtual or remote instruction. A day of virtual or remote instruction, if instituted under a plan approved by the Commissioner of Education, is considered the equivalent of a full day of school attendance for the purposes of meeting State and local graduation requirements, awarding of course credit, and such other matters as determined by the Commissioner of Education. I; and,

WHEREAS, lead education agencies must include the statutory requirements listed in the "LEA Guidance for Chapter 27 Emergency Virtual or Remote Instruction Programs for the 2021-2022 SY," in their plans for virtual or remote instruction for the **2021-2022** school year; and,

WHEREAS, the **2021-2022** plans must be approved by the LEA's board of education or board of trustees (board), submitted to the county office of education for review and approval, and posted on the LEA's website. The board-approved plan and checklist was submitted to the county office of education and approved prior to the October 29, 2021.

NOW, THEREFORE BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that revisions to the **2021-2022** Emergency Remote Learning Plan be approved and the Superintendent of Schools is hereby authorized to re-submit the plan to Burlington County Office 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 November 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	Ms. O'Brien, Board Member			X					4
5	Mr. Pantano, Board Vice President	X		X					5
6	Mr. Roberson, Board Member		X	X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member				X				8
9	Mr. Bucs, Board President				X				9

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

FACILITIES, SECURITY, & TRANSPORTATION

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-320-120

**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 **OCTOBER 2021**:

Date / Time	Tuesday 10/14/21 10:51 AM	Tuesday 10/21/21 11:00 AM
Type of Drill	Fire Drill	Non-Fire Evacuation
Duration of Drill	3 minutes 56 seconds	5 minutes
Weather Conditions	Sunny 70's	Sunny 70's
Participants	Staff/Students	Staff/Students
Drill Supervisor	C. Vaughn	C. Vaughn

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that it hereby certifies that the above monthly fire and school security drills have been conducted in accordance with N.J.S.A. 18A:41-1.

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 November 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	Ms. O'Brien, Board Member			X					4
5	Mr. Pantano, Board Vice President			X					5
6	Mr. Roberson, Board Member		X	X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member			X					8
9	Mr. Bucs, Board President			X					9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-320-121

**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 she recommends approval:

ORGANIZATION/GROUP	DATE	TIME	ACTIVITY	AREA
H&S Association	12/2/2021	3:30 - 5:00 PM	Poinsettia Distribution	Parking Lot & Gym

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

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

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 November 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	Ms. O'Brien, Board Member			X					4
5	Mr. Pantano, Board Vice President			X					5
6	Mr. Roberson, Board Member		X	X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member			X					8
9	Mr. Bucs, Board President			X					9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-320-122

**RESOLUTION CERTIFYING THAT SCHOOL BUS EMERGENCY DRILLS
HAVE BEEN CONDUCTED IN ACCORDANCE WITH N.J.S.A. 6A:27-11.2**

WHEREAS, N.J.A.C. 6A:27-11.2 requires that school administrators shall organize and conduct emergency exit drills at least twice within the school year for all students who are transported to and from school and that all other students shall receive school bus evacuation at least once within the school year; and

WHEREAS, the school bus driver and bus aide shall participate in the emergency exit drills; and

WHEREAS, drills shall be conducted on school property and shall be supervised by the principal or person assigned to act in a supervisory capacity; and

WHEREAS, drills shall be documented in the minutes of the local board of education at the first board meeting following the completion of the emergency exit drill. The minutes shall include, but not limited to, the following:

1. Date of the drill
2. Time of day the drill was conducted
3. School Name
4. Location of the drill
5. Route number(s) included in the drill
6. Name of school principal, or person(s) assigned, who supervised the drill ; and

WHEREAS, the following is a summary table of the recent school bus evacuation drills conducted in the School District:

Bus Evacuation Drills

Date	Time	Duration	School	Location	Bus	Supervisor
10/13/21	8:34	1 min. 48 seconds	Springfield Elementary	Bus Loop	1	C. Vaughn
10/13/21	8:44	1 min. 43 seconds	Springfield Elementary	Bus Loop	2	C. Vaughn
10/13/21	8:40	59 seconds	Springfield Elementary	Bus Loop	3	C. Vaughn
10/13/21	8:38	2 minutes	Springfield Elementary	Bus Loop	4	C. Vaughn
10/13/21	8:47	2 min. 8 seconds	Springfield Elementary	Bus Loop	5	C. Vaughn

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 November 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	Ms. O'Brien, Board Member			X					4
5	Mr. Pantano, Board Vice President			X					5
6	Mr. Roberson, Board Member		X	X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member			X					8
9	Mr. Bucs, Board President			X					9

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

BOARD FORUM

Joseph Bucs, Board President

- **UNFINISHED BUSINESS**
- **NEW BUSINESS-**
 - Mr. Bucs discussed rescinding the travel quarantine. Mr. Bucs also discussed eliminating the close contact quarantine requirement.
 - Mr. Pantano discussed Mrs. Schweitzer's actions as part of the Burlington County Crisis Response Team.

A motion was made by Mr. Walker, seconded by Mrs. Wainwright to adopt a resolution to suspend Appendix L of Policy 1648.11 A. The motion was carried by a roll call vote.

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 November 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	Ms. O'Brien, Board Member			X					4
5	Mr. Pantano, Board Vice President			X					5
6	Mr. Roberson, Board Member			X					6
7	Mrs. Wainwright, Board Member		S	X					7
8	Mr. Walker, Board Member	X		X					8
9	Mr. Bucs, Board President			X					9

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

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

Joseph Bucs, Board President

Mrs. Webb requested that if a board member votes no on a policy that they offer suggestions to modify the policy.

ADJOURNMENT

Joseph Bucs, Board President

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

	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	Ms. O'Brien, Board Member			X					4
5	Mr. Pantano, Board Vice President			X					5
6	Mr. Roberson, Board Member		X	X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member			X					8
9	Mr. Bucs, Board President			X					9

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



Appendix A- [Presentation of the Fall 2021 Start Strong Assessment Results](#)

Appendix B- [Letter from Parent, RE: Comments on Curriculum](#)