

SPRINGFIELD TOWNSHIP BOARD OF EDUCATION
Tuesday, March 22, 2022
2021-2022 - 074

REGULAR MEETING

TIME: 7:00 PM

LOCATION: ROOM #14

CALL TO ORDER

Tom Pantano, Board President

President Pantano called the meeting to order at 7:00PM.

OPEN PUBLIC MEETINGS ACT STATEMENT

Tom Pantano, 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 Pantano read the Open Public Meeting Act Statement.

PLEDGE OF ALLEGIANCE

Tom Pantano, Board President



President Pantano 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 **March 22, 2022** in **Room 14** beginning at **7:00PM**.

	Board of Education Member	Present	Late	Absent	
1	Mr. Bucs	X			1
2	Mrs. Donahue	X			2
3	Mr. Hale	X			3
4	Mrs. Murtaugh-Frey			X	4
5	Ms. O'Brien			X	5
6	Mr. Roberson	X			6
7	Ms. Wainwright	X			7
8	Mr. Walker	X			8
9	Mr. Pantano	X			9

	Staff In Attendance	Present	Late	Absent	
1	Mr. Vaughn, Superintendent	X			1

2	Ms. Danielle Tarvin-Griffith, SBA	X			2
3	Ms. Ann Tomjack, Assistant Principal			X	3
4	Mr. Knewasser, Ed Fac Manager			X	4

SCHOOL & COMMUNITY PRESENTATIONS

Craig Vaughn, Superintendent

- Update on District Goals for 2021-2022 School Year (Appendix A)

COMMITTEE UPDATES

Thomas Pantano, Board President

- Finance (Joseph Bucs, Committee Chair) - Budget proposed on this agenda
- Personnel (Wade Hale, Committee Chair) - Increased staffing in the proposed budget
- Buildings & Grounds & Transportation (Gary Walker, Committee Chair) - Meeting held in February
- Negotiations (Joseph Bucs, Committee Chair) - 3/14- exchanged proposals; 3/31- next meeting
- Curriculum & Technology (Rodney Roberson, Committee Chair) - None
- Policy (Thomas Pantano, Committee Chair) - 3/10 meeting

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

Thomas Pantano, 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.

None

CORRESPONDENCE

Craig Vaughn, Superintendent

- Letter from Parent RE: Safe Return Plan (Appendix B)

SUPERINTENDENT'S REPORT

Craig Vaughn, Superintendent

- Important Dates
 - March 16 - Family Math Workshop (Grades Three - Six)
 - March 17 - St. Patrick's Day
 - March 18 - Grade One Trip to Adventure Aquarium

- March 22 - Family Literacy Workshop (Grades Three - Six)
- March 23 - Early Dismissal for Evening Parent-Teacher Conferences
- March 24 - Early Dismissal for Afternoon Parent-Teacher Conferences
- March 25 - Early Dismissal for Staff Professional Development
- April 12 - H&S Association Meeting
- April 15 - School Closed for Good Friday
- April 18 - 22 - School Closed for Spring Break
- April 26 - Board of Education Meeting

APPROVAL OF MINUTES

Craig Vaughn, Superintendent

- **REGULAR MEETING - Tuesday, February 15, 2022**
- **EXECUTIVE SESSION - Tuesday, February 15, 2022**

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 March 22, 2022 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member	X		X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-101

RESOLUTION ACCEPTING ENROLLMENT STATISTICS

AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF FEBRUARY 2022

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>FEB. 28, 2022</u>	Difference
11-105-100-101-101-105	Pre-School Regular	11	13	+2
11-110-100-101-101-110	Kindergarten	26	39	+13
11-120-100-101-101-401	First Grade	39	29	-10
11-120-100-101-101-402	Second Grade	34	36	+2
11-120-100-101-101-403	Third Grade	27	37	+10
11-120-100-101-101-404	Fourth Grade	28	31	+3
11-120-100-101-101-405	Fifth Grade	23	32	+9
11-130-100-101-101-406	Sixth Grade	33	28	-5
11-212-100-101-101-100	Multiple Disabled	6	5	-1
11-215-100-101-101-100	Preschool Disabled PT	6	4	-2
11-000-100-56X-60X-XXX	Out-of-District Placement	3	3	0
	TOTAL	234	257	+23

Month	Enrollment	Monthly Change
June 2021	234	
July 2021	247	+13
August 2021	253	+6
September 2021	252	-1
October 2021	252	0
November 2021	257	+5
December 2021	257	0
January 2022	257	0
February 2022	257	0
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 March 22, 2022 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member	X		X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-102

**RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT
FOR THE MONTH OF FEBRUARY 2022
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 FEBRUARY 2022:

School Location	# Cases Reported	# Cases Confirmed
Springfield Elementary School	1	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 March 22, 2022** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member	X		X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, Board President			X					9

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

CONTRACT ADMINISTRATION

Craig Vaughn, Superintendent

None

FINANCE & BUDGET

Danielle Tarvin-Griffith, Business Administrator

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-074-106

RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD FOR THE MONTH OF FEBRUARY 2022 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 **FEBRUARY 2022** 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 March 22, 2022** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-107

**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 FEBRUARY 2022**

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 FEBRUARY 2022 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 March 22, 2022** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3

4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-108

**RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT
FOR THE MONTH OF FEBRUARY 2022
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 the attached **FEBRUARY 2022** 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 March 22, 2022 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-109

RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS FOR THE MONTH ENDING FEBRUARY 28, 2022

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

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

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

WHEREAS, the Business Administrator/Secretary to the Board has submits to the Board the following summary for the period ending **FEBRUARY 28, 2022** 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 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 March 22, 2022** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-110

**RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
AS OF FEBRUARY 28, 2022 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	7,660	0	56,618	94
IDEA BSC 250; 252	2021-22	72,615	17,512	250	54,853	75
IDEA PSD 251, 253	2021-22	9,539	0	0	9,539	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	11,636	3,925	8,411	0	100
TITLE 4A 280; 282	2021-22	14,544	1,800	1,750	10,994	75
REAP 451	2021-22	23,492	2,022	11,392	10,078	43
CARES 477/999	2019-22	33,264	28,920	4,344	0	0

ESSER II	2021-23	128,972	60,124	29,613	39,235	30
ESSER II- LA	2021-23	45,000	8,558	0	36,442	81
ESSER II-MH	2021-23	25,000	18,800	4,250	1,950	10

; 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.

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 March 22, 2022** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-111

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

FOR THE MONTH OF FEBRUARY 2022

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 **FEBRUARY 28, 2022** 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 March 22, 2022** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-112

**RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR FEBRUARY 2022
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 **FEBRUARY 2022**, 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 March 22, 2022** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-113

**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 **FEBRUARY 15, 2022 to MARCH 21, 2022** (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 March 22, 2022** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-114

**RESOLUTION PROVIDING FOR THE BOARD OF EDUCATION'S
MONTHLY CERTIFICATION ON BUDGETARY MAJOR ACCOUNT/FUND STATUS
[BOARD SECRETARY'S REPORT]
FOR THE MONTH OF FEBRUARY 2022 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 **2021-2022** 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 March 22, 2022** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-115

RESOLUTION APPROVAL OF THE REPORT OF THE
TREASURER OF SCHOOL MONIES FOR FEBRUARY 2022
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 FEBRUARY 2022 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 March 22, 2022** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-116

**RESOLUTION CERTIFYING THAT THE BOARD OF EDUCATION
HAS RECEIVED THE REPORT OF AUDIT FOR THE FISCAL YEAR ENDING JUNE 30, 2021
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, 2021" 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, 2021" has been received and discussed at the Regular meeting on Tuesday, March 22, 2022 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 March 22, 2022 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-117

**RESOLUTION APPROVING A CORRECTIVE ACTION PLAN
FOR THE ANNUAL AUDIT FOR THE YEAR ENDING JUNE 30, 2021
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 #21/22-RM-074-117 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:	March 22, 2022
Contact Person:	Danielle Tarvin-Griffith, Business Administrator
Telephone Number:	(609) 723 - 2479
County:	Burlington

Recommendation Number	Corrective Action Required by The Board	Method of Implementation	Person Responsible for Implementation	Planned Completion Date of Implementation
2021-001	It is recommended that the District accurately reconcile its general cash account on a monthly basis	The Business Administrator will reconcile its general cash account on a	Business Administrator	6/30/2022

	in accordance with N.J.S.A. 18A:17-9.	monthly basis.		
2021-002	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	6/31/2022
2021-003	It is recommended 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 to any administrative 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	6/30/2022
2021-004	It is recommended that the District comply with N.J.A.C. 6A:23A-16.10 by approving budget transfers prior to the over expenditure of any budget line item account.	The Business Administrator will approve budget transfers prior to the over expenditure of any budget line item account.	Business Administrator	6/30/2022

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 March 22, 2022** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-118

**RESOLUTION APPROVING THE DATE FOR THE HOLDING OF A PUBLIC HEARING
ON THE SPRINGFIELD TOWNSHIP 2022-2023 SCHOOL BUDGET
PURSUANT TO N.J.S.A. 18A:22-13
AND THAT THE SUBJECT RESOLUTION IS IDENTIFIED WITH THE SPONSOR CODE Y**

WHEREAS, N.J.S.A. 18A:22-10 provides that upon the preparation of its budget, the Board of Education shall fix a date, place and time for the holding of a public hearing upon its annual budget and the amounts of money necessary to be appropriated for the use of the budget schools for the ensuing school year and the various items and purposes for which the same are to be appropriated and that said hearing shall be held before the Board of Education; and

WHEREAS, N.J.S.A. 18A:22-13 provides that on the date and at the time and place, so fixed, the board of education shall hold such public hearing at which the taxpayers and other interested persons shall have the opportunity to present objections and to be heard with respect to said budget and the amounts of money necessary to be appropriated and the various items and purposes for which the same are to be appropriated for the use of the public schools in the district for the ensuing school year; and

WHEREAS, the Board of Education wishes to establish the hearing date as Tuesday, April 26, 2022.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that a public hearing on the **2022-2023** school budget shall be held on Tuesday, April 26, 2022 at 7:00 P.M. EST in the Springfield Township Elementary School building (Room 14) so that the taxpayers and others will have the opportunity to hear said 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 March 22, 2022** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-119

**RESOLUTION AUTHORIZING TRANSMITTAL OF THE 2022-2023 SCHOOL BUDGET
BY THE SPRINGFIELD TOWNSHIP BOARD OF EDUCATION PURSUANT TO N.J.S.A. 18A:22-7
AND THAT THE SUBJECT RESOLUTION IS IDENTIFIED WITH THE SPONSOR CODE X**

WHEREAS, N.J.S.A. 18A:22-7 provides that the board of education shall prepare a budget for the school district for the ensuing year, the 2022-2023 budget, and to transmit to the Department of Education County Office on or before Monday, March 28, 2022; and

WHEREAS, the Springfield Township Board of Education has reviewed the proposed budget and wishes to transmit said budget to the Office of the Burlington County Superintendent of Schools with the following **2022-2023** general fund, special revenue fund and debt service fund total budget as well as the **2022-2023** general fund and debt service fund local tax levy amounts:

TOTAL 2022-2023 BUDGET

FUND	AMOUNT
Current Fund - Fund 11	\$4,765,796
Capital Outlay - Fund 12	\$1,375
GENERAL FUND GRAND TOTAL	\$4,767,171
Special Revenue Fund - Fund 20	\$119,760
Debt Service Fund - Fund 40	\$284,294
TOTAL	\$5,171,255

2022-2023 TAX LEVIES

FUND	AMOUNT
Current Fund - Fund 10	\$3,386,453
Debt Service Fund - Fund 40	\$284,294
TOTAL	\$3,670,747

WHEREAS, the Springfield Township Board of Education also authorizes that as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a \$178,370 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5; and

WHEREAS, the Springfield Township Board of Education also authorizes a \$86,640 withdrawal from the Emergency Reserve Account and to apply the same in support of the **2022-2023** budgeted school security improvement costs, in a manner consistent with N.J.S.A. 18A:7F-41.

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the transmittal of the **2022-2023** school year budget to the Burlington County Office of Education is hereby authorized.

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 March 22, 2022** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-120

RESOLUTION ACCEPTING A SCHOOL SECURITY DISCRETIONARY GRANT FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT

WHEREAS, under the School Security Discretionary Grant two types of school security upgrades are eligible for grant funding: (1) those that directly support Alyssa's Law compliance; and (2) after certification of Alyssa's Law compliance, select security improvements identified in N.J.A.C 6A:26A-4.4(c); and;

WHEREAS, to be eligible for school security grant funding consideration, the district must first obtain certification of existing and/or proposed Alyssa's Law compliance from the New Jersey School Development Authority (NJSDA); and,

WHEREAS, the district has met all requirements for certification of compliance with Alyssa's Law; and,

WHEREAS, the school security grant and allocation of funding is as follows:

Grant Description	Allocation
Alyssa's Law Compliance	\$10,600
School Security Improvements	\$9016
TOTAL	\$19,616

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

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 March 22, 2022** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-121

RESOLUTION APPROVING FY 2022-2023

TRAVEL & RELATED EXPENDITURE AMOUNTS

PURSUANT TO P.L. 2005 C. 132 AS DEFINED IN N.J.C.A. 6A:23B-1.1

WHEREAS, N.J.C.A. 6A:23B-1.2 provides that each district board of education or charter school board of trustees shall establish in the annual school budget a maximum expenditure amount that may be allotted to travel and expense reimbursement; and

WHEREAS, N.J.C.A. 6A:23B-1.2 further provides that each district board of education or charter school board of trustees shall ensure through its policy and procedures that all travel by its employees and board members is educationally necessary and fiscally prudent, and shall include the requirement that all travel and expense reimbursement:

1. Are directly related to and within the scope of the employee or board member current responsibilities;
2. Are for travel that promotes the delivery of instruction or furthers the efficient operation of the school district;
3. Are in compliance with State travel reimbursement guidelines as established by the Department of Treasury ; and

WHEREAS, N.J.C.A. 6A:23B-1.2 further provides that any district board of education or charter school board of trustees that violates its established maximum travel expenditure as set forth in N.J.C.A. 6A:23B-1.2 (b), or that otherwise is not in compliance with travel limitations may be subject to sanctions by the Commissioner as authorized including reduction in State aid in an amount equal to any excess expenditure; and,

WHEREAS, the Board of Education determines that the below **2022-2023** budgeted line item amounts shall serve as travel and expense maximums for the upcoming budget year pursuant to N.J.C.A. 6A:23B-1-1:

Account Series	Account Description	Maximum Amount
11-000-219	CST WRKSHP REG	\$250
11-000-223	STF DEVL P WRKSHP REG	\$3250
11-000-230	BOE WRKSHP REG	\$500
	TOTAL MAXIMUM AMOUNT	\$4000.00

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above maximum travel and related expense reimbursement amounts are approved for the **2022-2023** school year; and the maximum travel expenditure amount for **2021-2022** is \$4000.00, of which, \$2701.12 has been spent and \$562.50 is encumbered to date.

BE IT FURTHER RESOLVED that the Business Administrator/Secretary to the Board shall report monthly expenditures against the established **2022-2023** maximum amounts to provide assurance that the maximum amounts have not been exceeded.

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 March 22, 2022** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-074-122

RESOLUTION APPROVING AN AMENDMENT TO THE CONTRACT FOR THE CHIEF SCHOOL ADMINISTRATOR

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, the contract for the Chief School Administrator has been revised specific to Article IV, Section D - Professional Development and Publications, which shall now read:

D. Professional Development and Publications. Participation by the Superintendent in non-degree leading professional training in areas judged by the Board to be of benefit to the District, subject to prior approval by the Board is eligible for reimbursement upon successful completion and within the limit set in the annual budget adopted by the Board. The Superintendent may subscribe to appropriate educational and/or professional publications within the limit set in the annual budget adopted by the Board.

WHEREAS, no other amendments to the terms and conditions of said contract have been made.

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 an amendment to a terms and conditions contract for the Chief School Administrator for a period commencing March 1, 2022 and ending June 30, 2023.

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 March 22, 2022** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member	X		X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-123

**RESOLUTION APPROVING THE SUPERINTENDENT OF SCHOOLS'
RECOMMENDATION FOR THE SUBSTITUTE POSITIONS
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT FOR THE 2021-2022 SCHOOL YEAR**

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

Teachers	Aides	Secretaries	Custodians
	Leslie Brewer		

; and

WHEREAS, the Superintendent of Schools has reviewed the qualifications of the individuals listed below and recommends approval to the Board of Education; and

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

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 March 22, 2022** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member	X		X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-124

**RESOLUTION APPROVING THE APPOINTMENT OF AN INSTRUCTIONAL ASSISTANT
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT
FOR THE 2021-2022 FISCAL YEAR
WHICH TERM IS UNDERSTOOD TO RUN FROM APRIL 1, 2022 to JUNE 30, 2022**

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

WHEREAS, the position was duly posted in accordance with the provisions of the Agreement between the Springfield Township Board of Education and the Springfield Township Education Association; and

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

NAME:	Savannah Shover
STEP ON SCALE:	STEP 1
ANNUAL LEVEL OF COMPENSATION	\$22,832
POSITION CONTROL NUMBER	W-TASS01
FULL TIME / PART TIME:	Full Time
EFFECTIVE DATE:	April 25, 2022

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 is directed to notify the individuals above mentioned by March 31, 2022 and that contracts shall be offered and executed for each approved individual.

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 March 22, 2022** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member	X		X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, Board President			X					9

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

CURRICULUM & TECHNOLOGY

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-074-125

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	Emily Weeks	Sandra Secouler		
District Assignment	Speech	Special Education Teacher		
Travel Date(s)	NA	NA		
Travel Destination	NA	NA		
Travel Type	NA	NA		
Sponsoring Entity	Meaningful Speech	Wilson Language		
Event Description	Working with Students with Delayed Echolalia	Foundations: Ready to Rise Program		
Funding Source	REAP	REAP		
Account Series	20-999-451-500-050-12 0-0	20-999-451-500-050-12 0-0		
Registration Fee	\$349	\$185		
Meal Allowance	0	0		
Mileage Estimate	0	0		
Tolls & Other Transportation	0	0		
Hotel/Motel Rate	0	0		
Miscellaneous Exp (Parking)	0	0		
TOTAL	\$349	\$185		

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 March 22, 2022** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3

4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-126

RESOLUTION APPROVING GRADUATE LEVEL COURSEWORK AND TUITION REIMBURSEMENT FOR THE CHIEF SCHOOL ADMINISTRATOR

WHEREAS, the contract for the Chief School Administrator includes Article IV, Section D - Professional Development and Publications, which denotes that participation by the Superintendent in non-degree leading professional training in areas judged by the Board to be of benefit to the District, subject to prior approval by the Board is eligible for reimbursement upon successful completion and within the limit set in the annual budget adopted by the Board; and,

WHEREAS, the Chief School Administrator submits to the Board of Education for approval the following:

Graduate Course	Credits	Institution	Semester	Total Cost
School Law, EDC51010	3	Georgian Court University	Spring 2022	\$2145
Survey of Accounting, AC501	3	Georgian Court University	Summer 2022	\$2145

;and,

WHEREAS, the Board, subject to the Superintendent's compliance with the requirements in the law applicable to tuition reimbursement, shall reimburse the Superintendent for 50% of tuition costs incurred for graduate level courses (limited to a maximum of five (5) courses per year) at an accredited institution of higher education.

NOW THEREFORE BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above delineated graduate coursework and tuition 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 March 22, 2022 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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

RESOLUTION #21/22-RM-074-127

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 2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment	Revised	226
P 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries	Revised	226
P 2622	Student Assessment	Revised	226
R 2622	Student Assessment	Revised	226
P 8465	Bias Crimes and Bias-Related Acts	Revised	226
R 8465	Bias Crimes and Bias-Related Acts	Revised	226

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 March 22, 2022** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member				X				1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member	X		X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-128

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 0152	Board Officers	Revised	219
P 3233	Political Activities	Revised	226
P 7540	Joint Use of Facilities	Revised	226

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 March 22, 2022** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member				X				1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member	X		X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-129

**RESOLUTION APPROVING THE 2022-2023 SCHOOL CALENDAR
PURSUANT TO POLICY 8210 AND ARTICLE III, SECTION B OF THE AGREEMENT BETWEEN
THE SPRINGFIELD TOWNSHIP BOARD OF EDUCATION AND
THE SPRINGFIELD TOWNSHIP EDUCATION ASSOCIATION**

WHEREAS, the Board of Education recognizes that the preparation of a school calendar is essential to orderly educational planning and to the efficient operation of the district; and

WHEREAS, the Board shall determine annually the days when the school will be in session for instructional purposes. The school calendar will provide no fewer than one hundred eighty days of instruction. Days on which school is closed for holidays, teachers' institutes, and inclement weather shall not be considered as days in session; and

WHEREAS, a school day shall consist of not less than four hours of actual instruction, except that in an approved Kindergarten, one continuous session of two and one half hours may be considered a full day. A half-day class shall be considered the equivalent of a full day's attendance only if the class is in session for four hours or more, exclusive of recess periods or lunch periods; and

WHEREAS, an approved Kindergarten shall meet the requirements set forth in N.J.A.C. 6A:32-8.3(c) ; and

WHEREAS, the Commissioner of Education shall annually prescribe a list of religious holidays on which it shall be mandatory to excuse pupils for religious observance upon the written request signed by the parent or person standing in loco parentis. Staff members shall avoid, whenever possible, scheduling a test on a religious holiday commonly observed by residents of the district; and

WHEREAS, the Superintendent shall in consultation with local associations, annually prepare and submit to the Board a school calendar no later than May 1. The Board reserves the right to alter the school calendar when such alteration is feasible and serves the best interests of the pupils of this district; and

WHEREAS, ARTICLE III, Work Year/Work Day/Work Hours – Support Staff, Section A. provides that "Staff will be notified by the end of the school year of the calendar for the upcoming school year comprising the 182 working days."

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that the attached submitted **2022-2023** calendar 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 March 22, 2022 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member				X				1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member	X		X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4

5	Ms. O'Brien, Board Member						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. Pantano, 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-074-130

RESOLUTION AMENDING BOARD OF EDUCATION COMMITTEES

WHEREAS, there is a natural synergy between the Buildings and Grounds and Transportation committees; and,

WHEREAS, consolidation of those committees would increase efficiency; and,

WHEREAS, the chair and membership of both committees is currently the same.

NOW, THEREFORE BE IT RESOLVED by the Springfield Township Board of Education that a new committee named Buildings, Grounds, and Transportation, with the same chair and membership, shall replace both the Buildings and Grounds and Transportation committees, and

BE IT FURTHER RESOLVED that Springfield Township Board of Education, County of Burlington, State of New Jersey approves and adopts bylaw 0155 BOARD COMMITTEES as amended solely to reflect this change.

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 March 22, 2022** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member				X				1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member	X		X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, 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-074-131

RESOLUTION ADOPTING A TORT CLAIMS ACT FORM

WHEREAS, the New Jersey Tort Claims Act, New Jersey Statutes 59:8-6, provides that a public entity may by rule or regulation adopt forms specifying information to be contained in claims filed against it or its employees under the act; and

WHEREAS, the Springfield Township Board of Education is a member of the Burlington County Insurance Pool Joint Insurance Fund, hereinafter "the JIF"; and

WHEREAS, the JIF has recommended that its members adopt a Tort Claims Act Form; and

WHEREAS, the proposed JIF Tort Claims Act Form is attached hereto as Exhibit A.

NOW, THEREFORE BE IT RESOLVED, that the Board of Education of Springfield, County of Burlington, State of New Jersey hereby adopts the use of that Tort Claims Act Form attached hereto as Exhibit A.

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 March 22, 2022** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member				X				1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member	X		X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, Board President			X					9

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

FACILITIES, SECURITY, & TRANSPORTATION

Danielle Tarvin-Griffith, Board Secretary

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #21/22-RM-074-132

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 **FEBRUARY 2022**:

Date / Time	February 11, 2022 / 2:02 PM	February 15, 2022 / 2:30 PM
Type of Drill	Fire Drill	Bomb Threat
Duration of Drill	2:59	8:35
Weather Conditions	Sunny 50's	Sunny 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 March 22, 2022** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member	X		X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member			X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member		X	X					8
9	Mr. Pantano, 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-074-133

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
Home & School Association	5/6/2022	4:00 - 9:00 PM	5th & 6th Grade Dance	Cafeteria
Home & School Association	4/14/22	2:00 - 7:00 PM	Gather to Give Pick Up	Gymnasium
Springfield Rec	3/23/22 - 6/30/22	4:45 - 8:00 PM	Softball, Tee-Ball, Baseball	Baseball Field

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 March 22, 2022** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member	X		X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member			X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						X		5
6	Mr. Roberson, Board Member			X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member		X	X					8
9	Mr. Pantano, Board President			X					9

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

BOARD FORUM

Thomas Pantano, Board President

- **UNFINISHED BUSINESS**
 - Committee chairs should discuss the goals of each committee at their committee meetings and be prepared to discuss the roles and responsibilities of each committee
- **NEW BUSINESS**
 - None

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

Thomas Pantano, Board President

None

EXECUTIVE SESSION

None

ADJOURNMENT

Thomas Pantano, Board President

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

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

3	Mr. Hale, Board Member	X		X					3
4	Mrs. Murtaugh-Frey, Board Member						X		4
5	Ms. O'Brien, Board Member						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. Pantano, Board President			X					9

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



Appendix A

Update on 2021-22 District Goals Springfield Elementary School

District Focus Goal #1

- Strengthen the mathematical skills and competencies of learners at all levels to make certain that they are achieving at or above grade level. Through the use of universal screening, actions will be taken to identify learners at academic risk of falling behind their grade level peers and an intervention program will be implemented to address these needs. Progress monitoring will be utilized to measure student success and program effectiveness related to the application of core math skills and concepts. For students with an Individualized Education Plan (IEP) that provides a modified curriculum, district administration will facilitate the development of benchmark assessments that align with IEP goals and measure attainment of instructionally appropriate skills and concepts. For learners identified as being prepared for accelerated instruction at the upper elementary level (grades 4 - 6), documented opportunities will be provided through the district's curricular programs to ensure they are provided with appropriately rigorous challenges.



Enhancements to BSIP for Mathematics

Universal Screening

- enVision Math

Small Group Instruction

- Mrs. Bucko is currently providing small group services to approx. 30 students in grades K-6
- The Bridges Intervention Program is being used to provide a comprehensive remediation program; this program is able to be tailored to individual student needs as well as aligned with current topics being addressed in the regular education setting

Progress Monitoring

- enVision Math
- Currently evaluating additional assessment and progress monitoring programs for implementation (funded through ESSER-III)
 - piloting the Dreambox program in four classrooms
 - in discussions with developer regarding enhancements to current math benchmark program for 22-23 school year

Supporting ALL Learners

Students with an IEP

- Math workshop utilized in replacement classrooms to provide programming aligned with general settings
- Piloting “Moby Max” in select sections to determine viability for supplementary instruction

Students Ready for Acceleration

- Full G&T screening completed for students in grades 5 & 6
- Eligible students identified and parental notifications disseminated
- G&T programming being provided two times per week by Mrs. Roats

Professional Development & Coaching



- PD sessions led by Dr. Eric Milou (professor of mathematics at Rowan University and contributing author to enVisions math) on November 11th
- Demonstration lessons and debrief sessions led by Dr. Milou in grades 3, 4, 5, & 6
 - February 1st
 - March 28th

Current Benchmark Assessment Progress

Student Progress > 70%

- Assessment 1
 - administered to 147 students in grades 2 - 6
 - 81% (119 students) were at or above 70% proficiency
- Assessment 2
 - administered to 148 students in grades 2 - 6
 - 81% (120 students) were at or above 70% proficiency

Student Progress > 80%

- Assessment 1
 - administered to 147 students in grades 2 - 6
 - 60% (88 students) were at or above 80% proficiency
- Assessment 2
 - administered to 148 students in grades 2 - 6
 - 59% (87 students) were at or above 80% proficiency

District Focus Goal #2

- Continue to enhance instruction focused on reading fluency, comprehension, and word knowledge/vocabulary so that at least 80% of all grades K-6 students, including students with Individualized Education Plans, meet or exceed developmental grade level expectations, or demonstrate growth of at least two levels, as measured by the Fountas & Pinnell text level gradient (for students with Individualized Education Plans where instruction does not align with the Fountas & Pinnell gradient, specific personalized goals & targets will be developed to ensure growth). Specific actions will be taken to bolster the integration of reading and writing through the implementation of, and related professional development for, Units of Study for Teaching Reading made available by the Columbia University Teachers College Reading & Writing Project.



Student Reading Expectations & Levels Fall 2021

Fountas & Pinnell Grade Level Expectations*

- Kindergarten - N/A for Fall
- Grade One - D
- Grade Two - J
- Grade Three - M
- Grade Four - P
- Grade Five - S
- Grade Six - V

*Beginning of the year benchmark

Fall 2021 Percentage of Students At or Above Grade Level Expectations

- Kindergarten - N/A for Fall
- Grade One - 55%
- Grade Two - 85%
- Grade Three - 78%
- Grade Four - 80%
- Grade Five - 81%
- Grade Six - 74%

Student Reading Expectations & Levels Mid-Year 2022

Fountas & Pinnell Grade Level Expectations*

- Kindergarten - B
- Grade One - F
- Grade Two - K
- Grade Three - N
- Grade Four - Q
- Grade Five - T
- Grade Six - W

*Middle of the year benchmark

Mid-Year Percentage of Students At or Above Grade Level Expectations

- Kindergarten - 82%
- Grade One - 66%
- Grade Two - 86%
- Grade Three - 70%
- Grade Four - 84%
- Grade Five - 78%
- Grade Six - 68%

Year-to-Year Comparison by Cohort

Grade Level	Fall 2020	Spring 2021	Fall 2021	Spring 2022
1st Grade	61%	71%	55%	66%
2nd Grade	60%	75%	85%	86%
3rd Grade	73%	73%	78%	70%
4th Grade	53%	68%	80%	84%
5th Grade	52%	61%	81%	78%
6th Grade	96%	80%	74%	68%

Units of Study - Why & What

Why?

- The reading units of study help teachers provide their students with instruction, opportunities for practice, and concrete doable goals to help them meet and exceed any set of high standards.
- These units have been piloted many times. The teaching in these books has been planned, taught, revised, and retaught, through a cycle of improvement involving literally thousands of classrooms in schools dotting the globe.
- Each reading unit represents about five to six weeks of teaching, structured into three or four "bends in the road." Rather than tackling the entire journey all at once, it's easier to embark on this series of shorter, focused bends, pausing between each to regroup and prepare for the next.

What?

- Kindergarten -
 - *Bigger Books, Bigger Reading Muscles*
- 1st Grade -
 - *Meeting Characters & Learning Lessons*
- 2nd Grade -
 - *Book Clubs*
- 3rd Grade -
 - *Character Studies*
- 4th Grade -
 - *Interpreting Characters*
- 5th Grade -
 - *Analyzing Themes*
- 6th Grade -
 - *A Deep Study of Characters*

Units of Study: Development & Implementation

- November 11th
 - K-6 faculty PD with Literacy Consultant
- December 20th
 - K-6 PD release time w/ Literacy Consultant
- January 2022
 - Implementation of Units of Study
 - Individual modeling and coaching sessions with faculty
- January 14th
 - K-6 faculty PD with Literacy Consultant
- February 22nd
 - K-6 faculty PD with Literacy Consultant

Reflection & Next Steps

- Pilot completed in all grades
- Implementation to increase in 22/23 school year pending...
 - purchase of additional program kits
 - procurement of additional classroom library texts to address character comparisons and series
- Goal is full implementation by 23/24 school year
- Release time with Literacy Coach in June to prepare for September

Celebration / Success
 Group/Partner Share ✓
 Incorporated Reading Goal chart, along
 with individual Goal sheets
 * Also extended this to
 Writer's WS - Goal sheets
 - Writing Goal chart ✓
 - Progression of the bends ✓✓
 - Encouraged deeper understanding about
 characters ✓✓✓✓
 - Pre-designed visuals ✓✓
 - Lots of student engagement / student talk

What we wrestled with
 - Completing all components of each
 lesson (mid workshop, partner, &
 share) ✓✓
 - Too much in one day ✓ (Time Management)
 - Keeping students engaged during ind. reading ✓
 - Applying reading skills independently ✓✓
 - Assessment
 - Changing the language used that
 was already put in place
 - Ways to keep students
 accountable ✓
 - Understanding

What we are wondering
 When should we use suggested
 read alouds? ✓
 Are we moving towards all the
 units? ✓✓✓
 Would doing the other units prior assist
 their success in this unit? ✓
 How would we handle adding
 units to the 4 in the kit?
 Is there a writing unit to
 go along with the character unit?
 Is there a way to expose special ed to their
 grade level?
 How to incorporate the HW
 without actually giving it
 as a HW assignment
 - Teacher Feedback for continued
 implementation

District Focus Goal #3

- Further integrate social-emotional needs as part of a holistic learning environment by implementing programs that ensure daily activities are designed to foster knowledge, skills, and attitudes aligned with self-awareness, self-management, responsible decision making, relationship skills, and social awareness. Attainment of this goal will include the implementation of tiered social emotional learning (SEL) programming and at least four professional development sessions aligned with SEL and the science of the brain and growth mindset provided to faculty.



Three Tiers of Social-Emotional Learning

Tier 1 - Universal Support

- Daily SEL activities and conversations built into each 1st - 6th grade homeroom period (Kindergarten utilizes a Morning Meeting)
- Designed around the CASEL framework for social-emotional learning; self-awareness, self-management, responsible decision making, relationship skills, & social awareness
- Discussion prompts and supporting resources are provided through the HeyKiddo program
- Three times per year, teachers progress monitor to assist in identifying where students fall within levels of need
 - **Need:** the student has some *room to grow* and needs more support in developing their social-emotional skills
 - **Typical:** the student is *right on track* and can benefit from some extra work on their social-emotional skills
 - **Strength:** the student is *ready for more* and showing strength in their social-emotional skills development.

Three Tiers of Social-Emotional Learning



SELF-MANAGEMENT

Week 14: What Does My Stress Look Like?

1 WHAT DOES STRESS MEAN TO YOU?

Kiddo Responses: Stress is a buzz word for many children, but it might be challenging for them to define it in their own words.

Educator Responses: Help them build a definition by expanding on their thoughts. *Yes! Stress happens when a bunch of things come up in our lives, and tends to signal that we may be feeling overwhelmed. Stress isn't always bad and can help us succeed in some cases.*

2 HOW DO YOU KNOW WHEN YOU ARE FEELING STRESSED?

Kiddo Responses: Kids will most likely come up with a range of responses centered around feelings and sensations they experience when they are under stress.

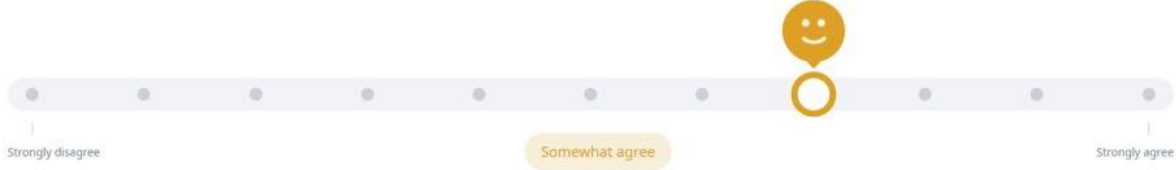
Three Tiers of Social-Emotional Learning

Tier 2 & Tier 3 - Targeted Supports

- Utilizing results from the teacher completed monitoring tool and a student self-assessment (grades 4 - 6), we begin to gather a deeper understanding of where individual students may need additional SEL supports
- For students identified as needing additional supports in any areas of the CASEL framework, small group and 1:1 instruction (Tier 2 & Tier 3) is provided by our school's Social Worker, Mrs. Schweitzer
- Lesson plans with discussion prompts and supporting resources are provided through the Satchel Pulse program
- Satchel Pulse resources are available to all teachers as additional layers of support to supplement the HeyKiddo discussions; these can be teacher-led or "assigned" through the Satchel Pulse portal for a student to engage with independently.

Question 1


When I am upset, I am able to keep my thoughts and feelings from affecting others



Strongly disagree Somewhat agree Strongly agree

Question 6

I stick with tasks/work even if they get hard



Strongly disagree Somewhat disagree Strongly agree

Professional Development

Science of the Brain

- Three PD sessions (Sept. 2, Nov. 11, & March 25) focused on strengthening understanding and skills in the science of learning to build positive student mental health & well-being, and advance research based strategies for teaching and learning
- Coaching sessions with administration and grades 4 - 6 teachers on application of growth mindset strategies & how to effectively bring research to practice
- In-class experiences for students in grades 4 - 6 to learn about how thinking and feeling works in their brain, how to have a growth mindset about their skills, and how to be aware of and regulate their emotions

Mental Agility

- On Sept. 2nd all faculty participated in PD focused on how to counteract the barriers that make us resistant to mental agility; psychological biases, exhaustion, stress, fixed-mindset, and assumptions

Positive Behavior Supports

- All faculty & all instructional assistants received training in September, with follow-up training for faculty on February 22nd

Science of the Brain - Student Sessions

- Students in grades 4, 5, & 6 had the opportunity to work with our consultant to learn about how the brain works, debunk myths about how we learn, discuss ways to regulate emotions in order to prevent them from becoming obstacles to learning, and discover how to harness the power of a growth mindset.
- 90-minute interactive sessions for each grade level
 - March 8th (grades 4 & 5)
 - March 10th (grade 6)



District Focus Goal #4

- Increase opportunities, previously limited by COVID-19 restrictions, for all grades K-6 students to engage with the district's STEM program (Creator Lab) as well as grades 4-6 students engaging with enrichment opportunities aligned with visual and performing arts. Attainment of this goal will ensure that, by June 2022, all students in grades K-6 engage with the Creator Lab program a minimum of eighteen (18) instructional periods (45-minutes per period) and all grades 4-6 students will be presented with a minimum of two (2) opportunities, either within the traditional school day or as an extracurricular offering, aligned with the visual and performing arts.

2021-22 Creator Lab Scheduling

Period 1 9:00 - 9:45	Angeastro Creator Lab / Literacy	Bifulco Creator Lab / Literacy	Angelaastro Media	Bifulco Media	Gifted & Talented
Period 2 9:46 - 10:31	McDonald Media	Pine Creator Lab / Literacy	PreK 3 10:00 - 10:20	Pine Media	McDonald Creator Lab / Literacy
Period 3 10:32 - 11:17	DeMinco Media	Pence Creator Lab / Literacy	Pence Media	Prep	DeMinco Creator Lab / Literacy
Period 4 11:18 - 12:03	Lunch				
Period 5 12:04 - 12:49	Prep	Prep	Carter Creator Lab / Literacy	Carter Media	Prep
Period 6 12:50 - 1:35	Shook Media	Linton Creator Lab / Literacy	PreK 4 1:00 - 1:30	Linton Media	Shook Creator Lab / Literacy
Period 7 1:36 - 2:21	Traino Media	Rinaldi Creator Lab / Literacy	Prep	Rinaldi Media	Traino Creator Lab / Literacy
Period 8 2:22 - 3:07	Gifted & Talented	5th Grade Creator Lab / Literacy	6th Grade Media	5th Grade Media	6th Grade Creator Lab / Literacy

- The master schedule was created to allow every K-6 class with opportunities to engage in our Creator Lab program with Mrs. Roats
- Students engage in a variety of activities focused on topics such as
 - 3D Printing
 - Coding
 - Design & Building
 - Problem Solving
 - Communication

Therapeutic & Expressive Music



Podcasting Club

Our Grades 4 - 6 Recess Podcasting Club provides students with the opportunity to learn the ins-and-outs of podcasting with our newly installed equipment. Students utilize their listening & speaking skills to create their own podcasts on a variety of topics!

40 students in grades 4-6 have signed up for the Podcasting Club, which meets on Tuesdays, Wednesdays, and Thursdays. Topics that our students are exploring include sports, wildlife, automobiles, pop culture, video games, and issues related to pollution and climate change.



Appendix B



Craig Vaughn <cvaughn@springfieldschool.org>

Safe Return Plan

1 message

jaimielbonds@gmail.com <jaimielbonds@gmail.com>
To: contactboe@springfieldschool.org
Cc: Craig Vaughn <cvaughn@springfieldschool.org>

Mon, Feb 28, 2022 at 8:41 PM

Board Members,

I am writing in light of Governor Murphy's recent announcement regarding masks at school, and in light of the proposed mask optional policy for Springfield Township Elementary School beginning March 7th, 2022. I believe it is crucial for the development and well being of my child to allow masks to be worn optionally beginning March 7th. My child has suffered for the last two school years under the executive order. She has developed anxiety and tics. She has had trouble understanding when her peers and teachers speak. She has had trouble breathing, and gotten overheated, especially when outdoors on school property or when participating in gym. She has been harassed, intimidated and bullied for taking a mask break or for her mask slipping below her nose. (side note: I filed an HIB report with Mr. Vaughn due to an incident that happened on the bus but it was deemed unqualified to be an actual HIB case. This was infuriating.) Her peers have become her enemies. Telling her to pull her mask up and running to tattletale to the teacher when she doesn't listen to them. This happens while sitting behind a plexiglass barrier, which actually lends itself to my child taking a mask break if and when she needs. She has been looking over her shoulder for the last two years worried that she's going to be picked on or corrected. This is not a way to experience her elementary school years, and it needs to end immediately.

Governor Murphy is now giving you the ability to make a decision that rules in the favor of ALL families, not just the majority. All of the families who have enrolled their children at Springfield Township Elementary School deserve the same fair and equal choice when it comes to mask-wearing. My family chooses not to function out of fear, and I am so tired of the fear of COVID being transferred from the staff and students of Springfield onto my child.

I understand that as of this time the plan is to allow masks to be optional among the STES students. I am still submitting this email so that my request is documented.

Thank you for reading,
Jaimie Brown

Exhibit A

Township of Springfield Board of Education
2146 Jacksonville Jobstown Road
Jobstown, NJ 08041

NOTICE OF TORT CLAIM

CLAIMANT INFORMATION

Name Telephone
Address Date of Birth SSN

ATTORNEY INFORMATION (if applicable)

Name Telephone
Address TeleFAX File No.

Send Notices to: ___ Claimant ___ Attorney

GENERAL INSTRUCTIONS: Pursuant to the provisions of the New Jersey Tort Claims Act, this Notice of Tort Claim form has been adopted as the official form for the filing of claims against the Board of Education of the Township of Springfield. The questions are to be answered to the extent of all information available to the Claimant or to his or her attorneys, agents, servants, and employees, under oath. The fully completed Claim Form and the documents requested shall be returned to the

Board Secretary - Business Administrator
Board of Education of the Township of Springfield
2146 Jacksonville Jobstown Road
Jobstown, NJ 08041

NOTE CAREFULLY: Your claim will not be considered filed as required by the New Jersey Tort Claims Act until this completed form has been filed with the Board of Education of the Township of Springfield. Failure to provide the information requested, including such responses as "To Be Provided" or "Under Investigation" will result in the claim being treated as not being properly filed.

Timely Notices of Claim must be filed within 90 days after the incident giving rise to the claim.

This form is designed as a general form for use with respect to all claims. Some of the questions may not be applicable to your particular claim. For example, if your claim does not arise out of an automobile accident, questions regarding road conditions might not be applicable. In that event, please indicate "Not Applicable".

If you are unable to answer any question because of a lack of information available to you, specify the reason the information is not available to you. If a question asks that you identify a document, it will be sufficient to furnish true and legible copies. Where a question asks that you "identify all persons," provide the name, address and telephone number of the person. If you need more space to provide a full answer,

attach supplementary pages, identifying the continuation of the answer with the number of the applicable question.

DEFINITIONS:

"Claimant" shall refer to the person or persons on whose behalf the Notice of Claim has been filed with the Board of Education of the Township of Springfield.

"Documents" shall refer to any written, photographic or electronic representation, and any copy thereof, including, but not limited to, computer tapes and/or disks, videotapes and other material relating to the subject matter of the claim.

"Person" shall include in its meaning a partnership, joint venture, corporation, association, trust or any other kind of entity, as well as a natural person.

"Public Entity" shall refer to the Board of Education of the Township of Springfield along with any agent, official or employee of the Board of Education against whom a claim is asserted by the Claimant.

"You" or "Your" refers to the Claimant, any employee, agent or servant of the Claimant, and anyone acting on the Claimant's behalf, such as the Claimant's attorney.

NOTE that the questions are divided into sections relating to the claimant, the claim, property damage, personal injury and the basis for the claim against the public entity or a public employee. If the claim involves only property damage, then the portion on personal injuries need not be answered. Just enter as the answer to Question 20 "No personal injuries claimed." If the claim involves no property damage, then the portion on property damage need not be answered. Just enter as the answer to Question 19 "No property damage claimed."

INFORMATION ON THE CLAIMANT

1. Provide the following information with respect to the Claimant. Note: if the Claimant is a minor, please provide the below information for the Claimant and the Claimant's parent(s) or guardian(s).

- a. Date of birth.
- b. Social Security number.
- c. Driver's license number.
- d. Email address(es).
- e. Address at the time of the incident giving rise to the claim.
- f. Identify each person residing with the claimant and the relation, if any, of the person to the Claimant.
- g. Any other name(s) by which the Claimant has been known.
- h. Marital Status, now and at the time of the incident, and name of spouse.

2. Provide all addresses of the Claimant for the last 10 years, the dates of the residence, the persons residing at the addresses at the same time as the Claimant resided at the address and the relation, if any, of the person to the Claimant.

3. Provide the name and address of Claimant's current employer, and all employers for the prior ten (10) years.

4. If the Claimant is currently a student, please identify the school where Claimant is currently enrolled, and any other schools Claimant has attended for the prior ten (10) years.

INFORMATION ON ALL CLAIMS

5. Provide the exact date, time and place of the incident forming the basis of the claim and the weather conditions prevailing at the time.

6. Provide the Claimant's complete version of the events that form the basis of the claim.

7. List any and all individuals who were witnesses to or who have knowledge of the facts of the incident which gave rise to the claim. Provide the full name, address, telephone number and email address of each individual (to the extent known).

8. Identify all public entities or public employees, by name and position, alleged to have caused the injury or property damage and specify as to each public entity or employee the exact nature of the act or omission alleged to have caused the injury or property damage.

9. If you claim that the injury or property damage was caused by a dangerous condition of property under the control of the public entity, specify the nature of the alleged dangerous condition and the manner in which you claim the condition caused the injury.

10. If you allege a dangerous condition of public property, state the specific basis on which you claim that the public entity was responsible for the condition and the specific basis and date on which you claim that the public entity was given notice of the alleged dangerous condition. Statements such as "should have known" and "common knowledge" are insufficient.

11. If you or any other party or witness consumed any alcoholic beverages, drugs or medications within twelve (12) hours before the incident forming the basis of the Claim, identify the person consuming the same and for each person (a) what was consumed (b) the quantity thereof (c) where consumed (d) the names and addresses of all persons present.

12. If you have received any money or thing of value for your injuries or damages from any person, insurance company, firm or corporation, state the amounts received, the dates, names and addresses of the payors. Specifically list any policies of insurance, including policy number and claim number, from which benefits have been paid to you or to any person on your behalf, including doctors, hospitals or any person repairing damage to property.

13. If you have had any communication with any employee, agent or servant of [Board of Education] related to the claim or incident giving rise to the claim, please identify the date, the person you communicated with, a description of the communication, and if in writing please produce a copy. If you recorded any conversation, please produce a copy.

14. If any photographs, video, audio, sketches, charts or maps exist with respect to anything which is the subject matter of the claim, state the date thereof, the names and addresses of the persons making the same and of the persons who have present possession thereof. Attach copies of any of these items in your possession.

15. If you or any of the parties to this action or any of the witnesses made any statements or admissions, set forth what was said; by whom said; date and place where said; and in whose presence, giving names and addresses of any persons having knowledge thereof.

16. State the total amount of your claim and the basis on which you calculate the amount claimed.

17. Provide copies of all documents, memoranda, correspondence, reports (including police reports), etc. which discuss, mention or pertain to the subject matter of this claim.

18. Provide the names and addresses of all persons or entities against whom claims have been made for injuries or damages arising out of the incident forming the basis of this claim and give the basis for the claim against each.

PROPERTY DAMAGE CLAIMS

19. If your claim is for property damage, attach a description of the property damage and an estimate of the costs of repair. If your claim does not involve any claim for property damage, enter "None".

_____ If your claim is for property damage only, initial here and proceed directly to page 11 and sign the Certification.

PERSONAL INJURY CLAIMS

20. Was any complaint made to the public entity or to any official or employee of the public entity. State the time and place of the complaint and the person or persons to whom the complaint was made.

21. Describe in detail the nature, extent and duration of any and all injuries.

22. Describe in detail any injury or condition claimed to be permanent.

23. In confined to any hospitals, state name and address of each and the dates of admission and discharge. Include all hospital admissions prior to and subsequent to the alleged injury and give the reason for each admission.

24. If an X-Ray, MRI, CT Scan or any other study was taken, state (a) the address of the place where each was taken (b) the name and address of the person who took them (c) the date when each was taken (d) what each disclosed (e) where and in whose possession they now are. Provide a copy of all such studies.

25. If treated by doctors, including psychiatrists or psychologists, state (a) the name and present address of each doctor (b) the dates and places where treatments were received (c) the nature of the treatment (d) the date of last treatment or, if treatments are continuing, the schedule of continuing treatments. Provide true copies of all written reports rendered to you or about you by any doctors who you propose to have testify on your behalf.

26. If you have any physical impairment which you allege is caused by the injury forming the basis of your claim and which is affecting your ordinary movements, hearing or sight, state in detail the nature and extent of the impairment and what corrective appliances, support or device you use to overcome or alleviate the impairment.

27. If you claim that a previous injury has been aggravated or exacerbated, describe the injury and give the name and present address of each doctor who treated you for the condition, the period during which

treatment was received and the cause of the previous injury. Specifically list any impairment, including use of eyeglasses, hearing aid or similar device, which existed at the time of the injury forming the basis of the claim.

29. List all injuries in the last 5 years.

30. Identify the name and address of your family physician. Note: an authorization for your family physician's chart is at the end of this questionnaire. Please complete and return.

31. If any treatments, operation or other form of surgery in the future has been recommended to alleviate any injury or condition resulting from the incident which forms the basis of the claim, state in detail (a) the nature and extent of the treatment, operation or surgery (b) the purpose thereof and the results anticipated or expected (c) the name and address of the doctor who recommended the treatments, operation or surgery (d) the name and address of the doctor who will administer or perform the same (e) the estimated medical expenses to be incurred (f) the estimated length of time of treatments, operation or surgery, period of hospitalization and period of convalescence (g) all other losses or expenditures anticipated as a result of the treatments, operation or surgery (h) whether it is your intention to undergo the treatments, operation or surgery and the approximate date.

32. Itemize any and all expenses incurred for hospitals, doctors, nurses, x-rays, medicines, care and appliances and indicate which expenses were paid by any insurance coverage.

33. If employed at the time of the alleged injury forming the basis of the claim state (a) the name and address of the employer (b) position held and the nature of the work performed (c) average weekly wages for the year prior to the injury (d) period of time lost from employment, giving dates (e) amount of wages lost, if any. List any sources of income 31 . continuation or replacement, including, but not limited to, worker's compensation, disability income, social security and income continuation insurance.

34. If other loss of income, profit or earnings is claimed, state (a) total amount of the loss (b) give a complete detailed computation of the loss (c) the nature and dates of loss.

35. If you are claiming lost wages (a) the date that the employment began (a) the name and address of the employer (c) the position held and the nature of the work performed (d) the average weekly wages. Attach copies of pay stubs or other complete payroll record for all wages received during the past year.

PRIOR CLAIMS

36. Have You ever brought or filed a claim for personal or bodily injury, such as a lawsuit or workers compensation claim? If you have, please identify the (a) date of the injury giving rise to the claim; (b) the injuries sustained; (c) the person or entity you brought the claim against; (d) if you were represented by an attorney, the name and address of your attorney; (e) whether the claim settled or proceeded to trial; and (f) what you received from the settlement or trial of the claim.

DOCUMENT REQUEST: Produce all documents identified in your answers to the above questions, or which you relied upon to answer the above questions.

CERTIFICATION

I hereby certify that the information provided is the truth and is the full and complete response to the questions, to the best of my knowledge.

Signature of Claimant

Dated:

AUTHORIZATIONS

INSTRUCTIONS: If you are claiming bodily or personal injury, complete, sign and return the following forms.

Complete and sign one (1) medical authorization for each doctor who provided you with any treatment for your injuries, as well as for your family physician, whether or not they provided you any treatment for your injuries.

If you are claiming property damage only, you do not need to complete the following forms.

AUTHORIZATION FOR RELEASE OF EMPLOYMENT RECORDS

TO: _____
[name of your employer]

Date:

RE: _____
[your name]

Address

Social Security Number

Claim Number

You are hereby authorized and requested to disclose, make available and furnish to:

Qual-Lynx
100 Decadon Drive
Egg Harbor Township, NJ 08234

Phone: 609-653-8400
Fax: 609-926-9270

all information relating to my employment, including, but not limited to, my job title, assigned duties, compensation, benefits, attendance, and sick leave and to permit him or her to inspect and make copies or abstracts thereof.

A photocopy of this release form, bearing a photocopy of my signature, shall constitute your authorization for the release of the information in accordance with the request made to you.

Signature

AUTHORIZATION FOR HEALTH INFORMATION DISCLOSURE

PATIENT INFORMATION (please print)

Patient Name: _____ DOB: _____

Patient Address: _____

City: _____ State: _____ Zip: _____

I hereby
authorize: _____
(Name of physician's office/medical practice disclosing information)

REQUESTOR/RECIPIENT INFORMATION

Please disclose the following protected health information to:

Qual-Lynx Phone: 609-653-8400 100
Decadon Drive Fax: 609-926-9270
Egg Harbor Township, NJ 08234

Please indicate the information or types of information to be disclosed: any and all medical records in your possession, including but not limited to any and all office notes, medical records, reports, diagnostic studies, hospital records, operative reports, psychiatric and/or psychological records, bills etc.

Specify dates (or date range) if applicable:

This request is for the purpose of investigation.

I understand that I have the right to revoke this authorization at any time. I understand that my revocation must be in writing and addressed to the privacy officer of the above named facility authorized to make this disclosure. I understand that the revocation does not apply to information that has already been released in response to this authorization. Unless otherwise revoked, this authorization will expire in two years or on the following date: _____.

I understand that any disclosure of information may be subject to re-disclosures by the recipient and may no longer be protected by federal state law. I understand that I need not sign this authorization to assure treatment. I understand that I may inspect and/or copy the information to be disclosed. I understand that authorizing this disclosure is voluntary. I understand that if I have any questions about disclosure of my health information, I may contact the privacy officer at the facility listed above that is authorized to disclose this information and request a copy of this authorization.

I understand that my health record may include information pertaining to the treatment of drug and alcohol abuse, mental illness, acquired immunodeficiency syndrome (AIDS) or human immunodeficiency virus (HIV), sexually transmitted diseases, tuberculosis or genetics.

IF YOU DO NOT WISH THIS INFORMATION TO BE RELEASED, PLEASE INITIAL:
DO NOT RELEASE _____

Finally, I understand that I may revoke this authorization in writing at any time, provided that I do so in writing, except to the extent that action has been taken in reliance upon this authorization.

A copy of this signed form will be provided to the claimant patient.

Photocopies of this Authorization carry the same authority as the original.

Signature of Patient or Authorized Representative

Date

Description of Representative's Authority

Signature of Witness (witness signature required)

File #