

SPRINGFIELD TOWNSHIP BOARD OF EDUCATION
Tuesday, March 14, 2023
2022-2023 - 073

REGULAR MEETING

TIME: 8:00 PM

LOCATION: ROOM #14

CALL TO ORDER

Wade Hale, Board President

President Hale called the meeting to order at 8:00PM.

OPEN PUBLIC MEETINGS ACT STATEMENT

Wade Hale, 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 Hale read the Open Public Meeting Act Statement.

PLEDGE OF ALLEGIANCE

Wade Hale, Board President



President Hale 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 **January 17, 2023** in **Room 14** beginning at **7:00PM**.

	Board of Education Member	Present	Late	Absent	
1	Mr. Bucs	X			1
2	Mr. Dieker	X			2
3	Mrs. Donahue			X	3
4	Mr. Hale	X			4
5	Mrs. Mancini	X			5
6	Mr. Pantano	X			6
7	Ms. Rincon	X			7
8	Mr. Roberson	X			8
9	Ms. Wainwright	X		X	9

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

2	Ms. Danielle Tarvin-Griffith, SBA	X			2
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SCHOOL & COMMUNITY PRESENTATIONS

Craig Vaughn, Superintendent

- None

COMMITTEE UPDATES

Wade Hale, Board President

Committee	Chair	Committee	Chair
Finance	Mr. Bucs	Personnel	Mrs. Donahue
Buildings, Grounds, & Transportation	Mr. Dieker	Negotiations	TBD
Curriculum & Technology	Mr. Roberson	Policy	TBD

Finance- preliminary budget information, 0% tax increase, increase in total spend, allocation for capital reserve withdrawal for parking lot

Buildings and Grounds- parking lot- 2 firms have given bid packages, budget number disparities, getting a 3rd firms information, once all information is received we will make recommendations

Curriculum- None

Personnel- None

Negotiations- None

Policy- 8 for 1st read, 3 regulations

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

Wade Hale, 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

None

SUPERINTENDENT'S REPORT

Craig Vaughn, Superintendent

UPDATE

- Grade 5 STARBASE Trip
- Pollinator Grant
- JBMDL STEM Trip - Grade 4
- NB NHS Student Visitation
- Grade 6 Bulldog Bucks Accomplishment

IMPORTANT DATES

- March 20 - Trimester Two Reports Cards Available via Genesis
- March 22 & 23 - Spring Parent-Teacher Conferences
- March 24 - Early Dismissal / Staff PD
- April 7 - School Closed for Good Friday
- April 10 - 14 - School Closed for Spring Break
- April 18 - Board of Education Meeting
- April 21 - 5th & 6th Grade Dance
- April 27 - Take Our Children to Work Day
- April 28 - Planetarium Assembly

APPROVAL OF MINUTES

Craig Vaughn, Superintendent

- **REGULAR MEETING - Tuesday, February 21, 2023**

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted to approve the minutes as present and/or with noted corrections by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on March 14, 2023 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member	X		X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5
6	Ms. Rincon, Board Member		X	X					6
7	Mr. Roberson, Board Member			X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, 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 #22/23-RM-073-101

RESOLUTION ACCEPTING ENROLLMENT STATISTICS

AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF FEBRUARY 2023

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, 2022	Count FEBRUARY 28, 2023	Difference
11-105-100-101-101-105	Pre-School Regular	15	12	-4
11-110-100-101-101-110	Kindergarten	41	38	-3
11-120-100-101-101-401	First Grade	29	44	+15
11-120-100-101-101-402	Second Grade	36	31	-5
11-120-100-101-101-403	Third Grade	37	39	+2
11-120-100-101-101-404	Fourth Grade	31	38	+7
11-120-100-101-101-405	Fifth Grade	32	34	+2
11-130-100-101-101-406	Sixth Grade	28	34	+6
11-212-100-101-101-100	Multiple Disabled	4	5	+1
11-215-100-101-101-100	Preschool Disabled PT	8	5	-3
11-000-100-56X-60X-XXX	Out-of-District Placement	4	4	0
	TOTAL	265	284	+19

Month	Enrollment	Monthly Change
June 2022	265	
July 2022	276	+11
August 2022	285	+9
September 2022	283	-2
October 2022	278	-5
November 2022	284	+6
December 2022	284	0
January 2023	284	0
February 2023	284	0
March 2023		
April 2023		
May 2023		
June 2023		

;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 14, 2023** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member		X	X					5
6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member	X		X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, 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 #22/23-RM-073-102

**RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT
FOR THE MONTH OF FEBRUARY 2023
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 2023:

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

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 14, 2023** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member		X	X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member	X		X					5
6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member			X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, 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 #22/23-RM-073-106

**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 2023**

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 2023 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 14, 2023** in **Room 14.**

Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
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1	Mr. Bucs, Board Member		X	X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member	X		X					5
6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member			X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, 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 #22/23-RM-073-107

**RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT
FOR THE MONTH OF FEBRUARY 2023
ESTABLISHED PURSUANT TO PUBLIC LAW 2004, C. 73
AND RECOGNIZING THE SUBMISSION TO THE EXECUTIVE COUNTY BUSINESS OFFICIAL
A REQUEST FOR APPROVAL OF THE TRANSFER THAT EXCEED TEN PERCENT**

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that attached **FEBRUARY 2023** 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.

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IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on March 14, 2023** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member		X	X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member	X		X					5
6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member			X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, Board President			X					9

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

6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member			X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, 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 #22/23-RM-073-110

**RESOLUTION PROVIDING FOR A SECRETARY TO THE BOARD'S
MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS
FOR THE MONTH OF FEBRUARY 2023
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, 2023** 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 14, 2023** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member		X	X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member	X		X					5
6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member			X					7

8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, 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 #22/23-RM-073-111

**RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR FEBRUARY 2023
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 2023**, 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.

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IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on March 14, 2023** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member		X	X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member	X		X					5
6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member			X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, 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 #22/23-RM-073-114

**RESOLUTION APPROVAL OF THE REPORT OF THE
TREASURER OF SCHOOL MONIES FOR FEBRUARY 2023
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 2023** Report of the Treasurer of School Monies is hereby accepted and approved.

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IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on March 14, 2023** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member		X	X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member	X		X					5
6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member			X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, 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 #22/23-RM-073-115

**RESOLUTION APPROVING THE DATE FOR THE HOLDING OF A PUBLIC HEARING
ON THE SPRINGFIELD TOWNSHIP 2023-2024 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 18, 2023.

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 **2023-2024** school budget shall be held on Tuesday, April 18, 2023 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 14, 2023** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member		X	X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member	X		X					5
6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member			X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, 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 #22/23-RM-073-116

**RESOLUTION AUTHORIZING TRANSMITTAL OF THE 2023-2024 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 20, 2023; 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 **2023-2024** general fund, special revenue fund and debt service fund total budget as well as the **2023-2024** general fund and debt service fund local tax levy amounts:

TOTAL 2023-2024 BUDGET

FUND	AMOUNT
Current Fund - Fund 11	\$4,938,833
Capital Outlay - Fund 12	\$451,375
GENERAL FUND GRAND TOTAL	\$5,390,208
Special Revenue Fund - Fund 20	\$123,831
Debt Service Fund - Fund 40	\$284,121
TOTAL	\$5,798,160

2023-2024 TAX LEVIES

FUND	AMOUNT
Current Fund - Fund 10	\$3,403,135
Debt Service Fund - Fund 40	\$284,119
TOTAL	\$3,687,254

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 \$450,000 withdrawal from the Capital Reserve Account for use on capital projects for the school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5; and

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 **2023-2024** 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 14, 2023** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member		X	X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member	X		X					5
6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member			X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, 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 #22/23-RM-073-117

RESOLUTION APPROVING FY 2023-2024

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 **2023-2024** 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	\$1000
11-000-223	STF DEVL P WRKSHP REG	\$5000
11-000-230	BOE WRKSHP REG	\$5000
	TOTAL MAXIMUM AMOUNT	\$11,000.00

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 **2023-2024** school year; and the maximum travel expenditure amount for **2022-2023** is \$11,000.00, of which, \$7707.30 has been spent and \$0.00 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 14, 2023** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member		X	X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member	X		X					5
6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member			X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, 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 #22/23-RM-073-118

**RESOLUTION APPROVING THE SUPERINTENDENT OF SCHOOLS'
RECOMMENDATION FOR THE SUBSTITUTE POSITIONS
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT FOR THE 2022-2023 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
	Debbie Hopkins		

; 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 14, 2023** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member					X			1
2	Mr. Dieker, Board Member		X	X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5
6	Ms. Rincon, Board Member	X		X					6
7	Mr. Roberson, Board Member			X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, 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

None

POLICIES & PROCEDURES

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #22/23-RM-073-120

RESOLUTION APPROVING BOARD OF EDUCATION 2022/2023 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	Alert #
P 0152	Board Officers	229
P 0161	Call, Adjournment, and Cancellation	229
P 0162	Notice of Board Meetings	229
P 2423	Bilingual and ESL Education	229
P 2425	Emergency Virtual or Remote Instruction Program	229
P 5200	Attendance	229
P 5512	Harassment, Intimidation, or Bullying	229
P 8140	Student Enrollments	229
P 8330	Student Records	229
R 8420.2	Bomb Threats	229
R 8420.7	Lockdown Procedures	229
R 8420.10	Active Shooter	229

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 14, 2023 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member		X	X					5
6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member	X		X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, 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 #22/23-RM-073-121

**RESOLUTION APPROVING BOARD OF EDUCATION 2022/2023
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	Alert #
R 8220	School Closings	219

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 14, 2023** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member		X	X					5
6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member	X		X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, 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 #22/23-RM-073-122

**RESOLUTION ABOLISHING CERTAIN BOARD OF EDUCATION
POLICIES, BYLAWS, AND REGULATIONS**

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 abolished by a majority vote of the members of the Board of Education present when it is deemed they are no longer required provided the legal requirements are addressed elsewhere in the policy manual; and

WHEREAS, the following is a list of the policies & regulations to be abolished, and the corresponding areas of the policy manual where the legal requirements are met:

File Code	Name	Policy / Regulation for Referral
P 1648.11	The Road Forward COVID-19 Health and Safety	Requirements rescinded by NJDOE
P 1648.13	School Employee Vaccination Requirements	Requirements rescinded by NJDOE

NOW, THEREFORE, BE IT RESOLVED that the policies and/or regulations listed above, are hereby abolished.

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 14, 2023 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member		X	X					5
6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member	X		X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, Board President			X					9

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

FACILITIES, SECURITY, & TRANSPORTATION

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #22/23-RM-073-123

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 months of **JANUARY & FEBRUARY 2023**:

Date / Time	January 6, 2023 / 2:00 PM	January 25, 2023 / 9:15 AM
Type of Drill	Lockdown	Fire Drill
Duration of Drill	7:19	2:49
Weather Conditions	Cloudy 40's	Cloudy 30's
Participants	Staff/Students	Staff/Students
Drill Supervisor	M. Zaidi	C. Vaughn

Date / Time	February 15, 2023 / 1:32 PM	February 22, 2023 / 2:00 PM
Type of Drill	Bomb Threat	Fire Drill
Duration of Drill	6:02	3:32
Weather Conditions	Sunny 60's	Sunny 40's
Participants	Staff/Students	Staff/Students
Drill Supervisor	L. Vrettos	C. Vaughn

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on March 14, 2023 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member	X		X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5
6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member		X	X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, Board President			X					9

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

BOARD FORUM

Wade Hale, Board President

- **UNFINISHED BUSINESS**
 - None
- **NEW BUSINESS**
 - Explore other policy providers such as NJSBA

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

Craig Vaughn, Superintendent

None

EXECUTIVE SESSION

A motion was made by Mrs. Rincon, seconded by Mr. Bucs to enter Executive Session at 8:39pm to discuss terms and conditions of employment/personne/negotiations. The motion was carried by voice vote. All in favor.

A motion was made by Mr. Pantano, seconded by Mrs. Mancini to adjourn Closed Executive Session at 8:24pm. The motion was carried by voice vote. All in favor.

ADJOURNMENT

Wade Hale, Board President

Seeing no further action to come before the Board of Education, President Hale requested a motion to adjourn at 9:25 PM.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member	X		X					1
2	Mr. Dieker, Board Member			X					2
3	Mrs. Donahue, Board Member						X		3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member		X	X					5
6	Ms. Rincon, Board Member			X					6
7	Mr. Roberson, Board Member			X					7
8	Mrs. Wainwright, Board Member						X		8
9	Mr. Hale, Board President			X					9

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

