

**SPRINGFIELD TOWNSHIP BOARD OF EDUCATION**  
**Tuesday, April 25, 2023**  
**2022-2023 - 108**

**REGULAR MEETING**

**TIME: 7:00 PM**

**LOCATION: ROOM #14**

**CALL TO ORDER**

Wade Hale, Board President

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

**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**

Danielle Tarvin, Business Administrator

The **Regular Meeting** of the Springfield Board of Education (Burlington County) was held on **April 25, 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			9

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

**SCHOOL & COMMUNITY PRESENTATIONS**

Craig Vaughn, Superintendent

- Presentation of the Fiscal Year 2023-2024 Springfield Township School District Budget

**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- final budget on the agenda for approval  
 Buildings and Grounds- 3rd parking lot proposal received  
 Curriculum- None  
 Personnel- None  
 Negotiations- None  
 Policy- 5 regulations on the agenda for approval

**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**

- Student Council Food Drive

- Security Initiatives Update
- 2023 Summer Programs at Springfield Elementary
- Grade Six Graduation & Last Day of School

#### **IMPORTANT DATES**

- April 26 - Spelling Bee (Grades 3 - 6)
- April 28 - Planetarium Assembly
- May 1 - Spring Picture Day
- May 2 - May 27 - NJSLA Administration
- May 7 - H&S Frolic at Johnson's Locust Hall Farm
- May 8 - 12 - National Teacher Appreciation Week
- May 9 - H&S Association Meeting
- May 14 - Mother's Day
- May 16 - Board of Education Meeting
- May 19 - Grade Four JBMDL STEM Trip
- May 22 - Grade Six Regional Field Day at Northern Burlington
- May 23 - Visual & Performing Arts Night (Spring Concert & Art Show)
- May 24 - Grade Five Class Trip
- May 24 - Grade Four Wax Museum
- May 25 - Grade Six NYC Trip
- May 26 - School Closed for Students (Faculty Professional Development)
- May 29 - Memorial Day (school closed)
- May 31 - Grade Three Class Trip
- June 2 - Field Day
- June 7 - Grade Four Class Trip to Washington's Crossing
- June 7 - First Grade Play
- June 8 - Kindergarten Class Trip to Johnson's Farm
- June 8 & 9 - Drama Club "Into the Woods" Performance
- June 9 - Grade Four Wax Museum
- June 9 - Grade Two Trip to Fernbrook Farms Environmental Education Center
- June 9 - Kindergarten End-of-the-Year Celebration
- June 12, 13, 14 - Early Dismissal
- June 12 - Grade Six Graduation Ceremony
- June 13 - H&S Association Meeting
- June 14 - Last Day of School
- June 14 - Flag Day
- June 20 - Board of Education Meeting
- June 26 - July 14 - Extended School Year Program
- July 5 - July 14 - Summer Learning Academy
- July 17 - July 21 - Summer STEAM Camp
- July 18 - Board of Education Meeting

#### **APPROVAL OF MINUTES**

Craig Vaughn, Superintendent

- **REGULAR MEETING - Tuesday, March 14, 2023**
- **EXECUTIVE SESSION - Tuesday, March 14, 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 April 25, 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	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-108-101

### RESOLUTION ACCEPTING ENROLLMENT STATISTICS

#### AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF MARCH 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 1<sup>st</sup> 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 <b><u>MARCH 31, 2023</u></b>	Difference
11-105-100-101-101-105	Pre-School Regular	15	12	-4
11-110-100-101-101-110	Kindergarten	41	37	-4
11-120-100-101-101-401	First Grade	29	43	+14
11-120-100-101-101-402	Second Grade	36	32	-4
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	35	+3
11-130-100-101-101-406	Sixth Grade	28	35	+7
11-212-100-101-101-100	Multiple Disabled	4	7	+3
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
	<b>TOTAL</b>	<b>265</b>	<b>287</b>	<b>+22</b>

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	287	+3
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 April 25, 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-108-102**

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

School Location	# Cases Reported	# Cases Confirmed
Springfield Elementary School	2	1





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Danielle Tarvin-Griffith  
Business Administrator/Board Secretary

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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 April 25, 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-108-105**

**RESOLUTION CERTIFYING THAT ANY REMITTANCE TO PURCHASE ORDERS  
GREATER THAN THE APPROVED PURCHASE ORDER AMOUNT SHALL BE DETAILED  
THROUGH THE APPROVAL OF THE MONTHLY CREDIT/DISBURSEMENT REPORT  
PURSUANT TO N.J.A.C. 6A:23A-6.10  
AND THAT THE BELOW REPORT IS FOR THE MONTH OF MARCH 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 **MARCH 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.

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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 April 25, 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-108-106**

**RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION  
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT  
FOR THE MONTH OF MARCH 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 **MARCH 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 April 25, 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





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-108-109**

**RESOLUTION PROVIDING FOR A SECRETARY TO THE BOARD'S  
MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS  
FOR THE MONTH OF MARCH 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 **MARCH 31, 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.

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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 April 25, 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-108-110**

**RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR MARCH 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 **MARCH 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 April 25, 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-108-114**

**RESOLUTION CERTIFYING THAT THE BOARD OF EDUCATION  
HAS RECEIVED THE REPORT OF AUDIT FOR THE FISCAL YEAR ENDING JUNE 30, 2022  
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, 2022” 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, 2022” has been received and discussed at the Regular meeting on Tuesday, April 25, 2023 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 April 25, 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-108-115**

**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
<b>GENERAL FUND GRAND TOTAL</b>	<b>\$5,390,208</b>
Special Revenue Fund - Fund 20	\$123,831
Debt Service Fund - Fund 40	\$284,119
<b>TOTAL</b>	<b>\$5,798,158</b>

**2023-2024 TAX LEVIES**

FUND	AMOUNT
Current Fund - Fund 10	\$3,403,135
Debt Service Fund - Fund 40	\$284,117
<b>TOTAL</b>	<b>\$3,687,252</b>

**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, specifically parking lot and playground improvement projects, 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 April 25, 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-108-116**

**RESOLUTION APPROVING ON THE SPRINGFIELD TOWNSHIP  
FY 2023-2024 SCHOOL BUDGET STATEMENT  
 PURSUANT TO PUBLIC LAW 2001, C. 202**

**WHEREAS,** N.J.S.A. 18A:7F-38 provides that a district’s general fund tax levy shall not exceed the district’s adjusted tax levy as calculated and that said budget shall be deemed approved once the submission is reviewed and approved by the Executive County Superintendent of Schools; and

**WHEREAS,** the Board of Education conducted a public hearing on the **FY 2023-2024** school budget on **Tuesday, April 18, 2023** at which time taxpayers and other interested persons had the opportunity to be heard; and

**WHEREAS,** the Board of Education has heard and considered any and all public comment regarding the approval of the **FY 2023-2024** budget as presented; and

**WHEREAS,** pursuant to Policy – 9120 PUBLIC RELATIONS PROGRAM, the Board of Education believes all reasonable means should be employed to keep the community served by the school district informed on matters of importance regarding district programs, finances, personnel policies and operations. The Board will determine which of its official actions have sufficient community impact and interest to warrant special release; the Board alone will release to the news media information about those matters of importance. In conformance with the provisions of the subject Policy, the Board of Education shall release to the public information on the **FY 2023-2024** School District Budget Statement; and

**WHEREAS,** revisions to the submitted **FY 2023-2024** budget statement have not been made to the details of said submitted budget, therefore **STATEMENT A** is appropriate for designation. The total budget amounts do not change from submission.

**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 April 25, 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



State of New Jersey  
Department of Education  
Division of Finance

**2023-2024 DISTRICT BUDGET  
STATEMENT OF CERTIFICATION**

DISTRICT: Springfield Township

COUNTY: Burlington

After the hearing and adoption of the budget, the district will send this budget statement certification to the Executive County Superintendent of Schools/County Superintendent of Schools. Sign the statement pertinent to your district.

**[X] STATEMENT A**

I certify that the 2023-2024 budget approved by the Executive County Superintendent of Schools/County Superintendent of Schools for advertising was adopted as approved after the public hearing.

\_\_\_\_\_  
Craig Vaughn  
Chief School Administrator

\_\_\_\_\_  
Danielle Tarvin-Griffith  
School Business Official

**[ ] STATEMENT B**

I certify that the 2023-2024 was revised either by reallocating resources to other line items or by revising the total amount after the approval for advertising by the Executive County Superintendent of Schools/County Superintendent of Schools and adopted after the public hearing, and all changes are reflected on the attached School District Budget Statement as below summarized.

Revisions:

\_\_\_\_\_  
Craig Vaughn  
Chief School Administrator

\_\_\_\_\_  
Danielle Tarvin-Griffith  
School Business Official

I have reviewed the revised 2023-2024 budget adopted after the public hearing and have determined that the budget is approved.

\_\_\_\_\_  
Executive County Superintendent of Schools/County Superintendent of Schools

Date

***NOW, THEREFORE, BE IT RESOLVED*** by the Township of Springfield Board of Education, County of Burlington, and State of New Jersey, that the **2023-2024** school budget shall be approved and that the local tax levy amount shall be three million four hundred three thousand one hundred and thirty five dollars (\$3,403,135); and

**BE IT FURTHER RESOLVED** as follows:

Category	Amount of Revenue
Fund 10 - Current	\$5,390,208
Fund 20 – Special Revenue	\$123,831
Fund 40 Debt Service	\$284,119
	\$5,798,158
Category	Amount of Appropriations
Fund 11 - Current	\$4,938,833
Fund 12 – Capital Outlay	\$451,375
Fund 20 – Special Revenue	\$123,831
Fund 40 Debt Service	\$284,117
	\$5,798,158

**BE IT FINALLY RESOLVED** the following is a summary of conditions in the School District Budget Statement for the **FY 2023-2024**:

1. The **FY 2023-2024** Local Tax Levy amount of three million four hundred three thousand one hundred and thirty five dollars (\$3,403,135) is five hundred twelve thousand three hundred nineteen dollars (\$512,319) below the Tax Levy Cap of three million nine hundred fifteen thousand four hundred fifty four (\$3,915,454).
2. The **FY 2023-2024** Total Budgeted Adequacy Spending of three million seven hundred ninety three thousand three hundred sixty two dollars (\$3,793,362) is seven hundred five thousand eighty five (\$705,085) below the District Adequacy Budget of four million four hundred ninety eight thousand four hundred forty seven dollars (\$4,498,447).
3. The **FY 2023-2024** Local Tax Levy amount of three million four hundred three thousand one hundred and thirty five dollars (\$3,403,135) is equal to the Minimum Tax Levy of three million four hundred three thousand one hundred and thirty five dollars (\$3,403,135).
4. The **FY 2023-2024** Debt Service Levy amount is two hundred eighty four thousand one hundred seventeen dollars (\$284,117).
5. The Total Administrative Costs Per Pupil in the **FY 2023-2024** Annual School District Budget Statement is below or equal to the required limit.

**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 April 25, 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-108-117**

**RESOLUTION MEMORIALIZING AN ACTION TO APPROVE  
THE ADOPTION AND SUBMISSION OF THE  
SPRINGFIELD TOWNSHIP FY 2023-2024 SCHOOL BUDGET  
TO THE COUNTY EXECUTIVE SUPERINTENDENT  
PURSUANT TO N.J.A.C. 6A:23A-8.1**

**WHEREAS**, N.J.A.C. 6A:23A-8.1; annually, on or before March 21, each district board of education shall adopt , and submit to the County Executive Superintendent for approval, together with such supporting documentation as prescribed by the Commissioner, a budget that provides for a thorough and efficient (T&E) education, and

**WHEREAS**, a motion was made and duly seconded at the Board of Education Meeting held on March 14, 2023 to adopt and authorize the submission of the **FY 2023-2024** budget; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, and State of New Jersey, that the action taken to adopt and submit the **FY 2023-2024** budget application to the County Executive Superintendent shall be memorialized with the following modifications; and,

**TOTAL 2023-2024 BUDGET**

<b>FUND</b>	<b>AMOUNT</b>
Current Fund - Fund 11	\$4,938,833
Capital Outlay - Fund 12	\$451,375
<b>GENERAL FUND GRAND TOTAL</b>	<b>\$5,390,208</b>
Special Revenue Fund - Fund 20	\$123,831
Debt Service Fund - Fund 40	\$284,119
<b>TOTAL</b>	<b>\$5,798,158</b>

**2023-2024 TAX LEVIES**

<b>FUND</b>	<b>AMOUNT</b>
Current Fund - Fund 10	\$3,403,135
Debt Service Fund - Fund 40	\$284,117
<b>TOTAL</b>	<b>\$3,687,252</b>

**BE IT FURTHER RESOLVED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by roll call vote at the **Budget Hearing Meeting held on Tuesday, April 25, 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 April 25, 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-108-118**

**RESOLUTION APPROVING A WITHDRAWAL OF  
 CAPITAL RESERVE ACCOUNT FUNDS  
 PURSUANT TO N.J.S.A. 18A:7F-41**

**WHEREAS**, pursuant to N.J.S.A. 18A:7F-41 a board of education may establish by Board resolution a capital reserve account and may appropriate funds to establish or supplement the reserve account in the district's annual budget or through a transfer by board resolution at year end, and

**WHEREAS**, funds in the capital reserve account shall not be used for current expenses, pursuant to N.J.S.A. 18A:22-8.2, and shall only be used for purposes as outlined in N.J.A.C. 6A:23A-14.1(b). The Board of Education may increase the balance in the capital reserve account by appropriating funds in the annual general fund budget certified for taxes to meet the needs of the Long-Range Facilities Plan (LRFP) that are not met by State support. The balance in the account may also be increased by requesting approval from the Executive County Superintendent, as the Commissioner's designee, to appropriate any excess unreserved general fund balance as calculated in the supporting documentation of the proposed budget into capital reserve in the proposed budget pursuant to N.J.S.A. 18A:7F-7b only when the Board of Education has formally established a capital reserve account and obtained an approved LRFP in accordance with N.J.A.C. 6A:26-2. The Board of Education, at its option, may satisfy the withdrawal approval requirements set forth in N.J.A.C. 6A:23A-14.1(h) in accordance with the procedures as outlined in N.J.A.C. 6A:23A-14.1(d); and

**WHEREAS**, the Board of Education shall administer and account for the capital reserve account in accordance with the requirements of N.J.A.C. 6A:23A-14.1(j). Funds in capital reserve accounts in existence prior to July 18, 2000 are subject to the Educational Facilities Construction and Financing Act (EFCFA), P.L. 2000, c. 72, and N.J.A.C. 6A:23A-14, and the Board of Education shall only use such funds for the original purpose for which the funds were deposited and as outlined in N.J.A.C. 6A:23A-14.1(k)1. and (k)2.; and

**WHEREAS**, the Board of Education may withdraw funds from the capital reserve account at any time in accordance with the provisions of N.J.A.C. 6A:23A-14.1(h).

**NOW, THEREFORE BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, and State of New Jersey, that a withdrawal of capital reserve funds in the amount of four hundred fifty thousand dollars and zero cents (\$450,000) 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 April 25, 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-108-119**

**RESOLUTION APPROVING THE AUTHORIZATION FOR THE RENEWAL AND NON-RENEWAL OF ANNUAL CONTRACTS FOR CERTAIN CERTIFICATED & NON-CERTIFICATED STAFF POSITIONS FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT**

**FOR THE 2023-2024 FISCAL YEAR**

**WHICH TERM IS UNDERSTOOD TO RUN FROM JULY 1, 2023 to JUNE 30, 2024**

**WHEREAS**, N.J.S.A. 18A:27-3 provides that teaching staff members may be employed and their salaries fixed and determined, under contracts, by a board of education for the period from July 1 of the year in which such board shall organize to the succeeding June 30, notwithstanding that the fiscal year of the district or of the municipality in which it is located is the calendar year; and

**WHEREAS**, the below listed individuals shall be offered contracts for the 2023-2024 school year:

**RENEWAL: TENURED CERTIFICATED TEACHING STAFF**

<b>Name</b>	<b>Position</b>	<b>FT/PT</b>
Angelastro, Amy	Teacher	FT
Bifulco, Bobbi Jo	Teacher	FT
Browning, Cathryn	LDTC	FT
Carter, Patricia	Teacher	FT
DeMinco, Jamie	Teacher	FT
Linton, Kelly	Teacher	FT
Luyber, Jonathan	Teacher	FT
Pence, Heather	Teacher	FT
Pine, Barbara	Teacher	FT
Ricciani, JoAnn	Nurse	FT
Roats, Theresa	Teacher	FT
Schweitzer, Rebecca	Social Worker	FT
Secouler, Sandra	Teacher	FT
Shook, Dawn	Teacher	FT
Traino, Ashley	Teacher	FT

**RENEWAL: NON-TENURED CERTIFICATED TEACHING STAFF**

<b>Name</b>	<b>Position</b>	<b>FT/PT</b>
Agos, Matthew	Teacher	PT .6 (22/23) / FT (23/24)
Arocho, Riley	Teacher	FT
Cooper, Haley	Teacher	FT
Faulkes, Casey	Teacher	FT
Grimm, Jacqueline	Teacher	PT .8 (22/23) / FT (23/24)
Maser, Timothy	Teacher	PT (.5)
McDonald, Amanda	Teacher	FT
Rinaldi, Christina	Teacher	FT
Schreiber, Sara	Teacher	FT
Springer, Joshua	Teacher	PT (.6)
Warshany, Amber	Teacher	FT
Weeks, Emily	Teacher	FT
Weeks, Natalie	Teacher	FT

**RENEWAL: NON-CERTIFICATED INSTRUCTIONAL STAFF**

<b>Name</b>	<b>Position</b>	<b>FT/PT</b>
Capra, Annette	Instructional Assistant	PT .7037 (4.75 hours)
Capra, Brielle	Instructional Assistant	PT .7037 (4.75 hours)
Cassidy, Amy	Instructional Assistant	PT .7037 (4.75 hours)
Fennessy, Evi	Instructional Assistant	PT .7037 (4.75 hours)
Gonzalez, Amanda	Instructional Assistant	PT .7037 (4.75 hours)
Gonzalez, Margaret	Instructional Assistant	PT .7037 (4.75 hours)
Hill, Janice	Instructional Assistant	PT .7037 (4.75 hours)
Pollack, Kristin	Instructional Assistant	PT .7037 (4.75 hours)
Shover, Savannah	Instructional Assistant	FT (out-of-district placement)



**RENEWAL, GUIDE PLACEMENT & SALARY:  
NON-CERTIFICATED, NON-TENURED CUSTODIAL & MAINTENANCE STAFF**

<b>Name</b>	<b>Position</b>	<b>FT/PT</b>
Fenesty, Patrick	Maintenance Worker	FT
Swangler, Chelsea	Custodian	PT .6875 (5.5 hours) (22/23) FT (23/24)

**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 May 15 and that contracts shall be offered and executed for each approved individual.

**BE IT FURTHER RESOLVED** that all contract amounts as listed in the Appendix to Resolution #22/23-RM-108-117 and posted to the district website are tentative pending negotiation of a successor agreement between the Springfield Township Board of Education and the Springfield Township Education Association.

\*\*\*\*\*                      \*\*\*\*\*                      \*\*\*\*\*

**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 April 25, 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		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-108-120**

**RESOLUTION APPROVING THE AUTHORIZATION FOR THE RENEWAL OF ANNUAL CONTRACTS FOR NON-ALIGNED STAFF POSITIONS FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT FOR THE 2023-2024 FISCAL YEAR WHICH TERM IS UNDERSTOOD TO RUN FROM JULY 1, 2023 to JUNE 30, 2024**

**WHEREAS**, the below listed individuals shall be offered contracts for the 2023-2024 school year:

**RENEWAL OF NON-ALIGNED PERSONNEL**

Name	Position	FT / PT
Neroda, Brielle	Confidential Administrative Assistant to the Superintendent	FT
Cervino, Corinne	Confidential Administrative Assistant to the Principal	PT
Zaidi, Mahe	Supervisor of Curriculum	FT
Vrettos, Lisa	Confidential Administrative Assistant to the Business Administrator for Payroll & Accounts	FT
Carney, Matthew	Educational Facilities Manager	FT
Tarvin-Griffith, Danielle	Business Administrator	PT

**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 May 15 and that contracts shall be offered and executed for each approved individual.

**BE IT FURTHER RESOLVED** that all contract amounts as listed in the Appendix to Resolution #22/23-RM-108-118 shall be duly posted to the district website.

\*\*\*\*\*

**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 April 25, 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		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-108-121**

**RESOLUTION AMENDING THE HOURS & SALARY OF A CUSTODIAN  
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT  
FOR THE 2022-2023 FISCAL YEAR**

**WHEREAS**, position control is a process to measure the current status of positions for personal services within the School District in order to analyze their fiscal impact on the whole budget year. The impact of a position is determined by actual expenditures from the beginning of a fiscal year plus amounts set aside to cover appointments to the position for the remainder of the fiscal year; and

**WHEREAS**, the Superintendent shall have the discretion to change the assignment of personnel in the event of resignations, open positions, or other reasonable cause; and,

**WHEREAS**, the Superintendent of Schools has recommended the following amendment for hours and salary of certain personnel / staff members:

EMPLOYEE	ASSIGNMENT	CURRENT STATUS	AMENDED STATUS	CURRENT SALARY	AMENDED SALARY
Chelsea Swangler	Custodian	PT .6875 (5.5 hours)	FT (8 hours)	STEP 4 \$24,301	STEP 4 \$35,844

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above hours and salary are hereby approved with the date effective May 1, 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 April 25, 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		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-108-122**

**RESOLUTION APPROVING HOMEBOUND INSTRUCTION PURSUANT TO N.J.A.C. 6:28-4.5(c)**

**WHEREAS**, the Township of Springfield Board of Education finds individual circumstances which require District pupils, public and non-public, to receive homebound instruction for periods of time; and

**WHEREAS**, N.J.A.C. 6:28-4.5(c) provides that instruction shall be provided for pupils confined to a hospital, convalescent home, other medical institution or at residence for at least a two (2) week period of time and determined by the school physician to need home instruction or classified by the child study team as educationally disabled and case law supporting the providing of home instruction to suspended students who posed a substantial danger pursuant to New Jersey case law RR -v- Board of Education of Shore Regional, 109 NJ sup, 337 Chancery Division, 1970; and

**WHEREAS**, pupil #20281390 of the district has been assigned homebound instruction, provided by Springfield Township School District certified staff, Mrs. Patricia Carter and Miss Emily Weeks, based upon the recommendation of Advocare Pediatrics, Lumberton NJ, which is expected to last more than two (2) weeks; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above homebound instruction is hereby approved at the determined rate of forty-four dollars and no cents (\$45.00) per hour; and

**BE IT FURTHER RESOLVED** that the homebound instruction period of this subject approval shall begin on April 19, 2023 through June 14, 2023 and that any and all extensions shall be approved subject to N.J.A.C. 6:28-4.5 (a) 7.

\*\*\*\*\*

**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 April 25, 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		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

**SPECIAL PERSONNEL SERVICES**

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #22/23-RM-108-123**

**RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD  
TO EXECUTE A PROFESSIONAL SERVICES CONTRACT  
FOR THE SERVICES OF A TREASURER OF SCHOOL MONIES**

**WHEREAS**, N.J.S.A. 18A:18A-5 a.(1) provides for exceptions to the requirements for advertising of certain school contracts and professional services; and

**WHEREAS**, N.J.S.A. 18A:18A-2 (h.) defines "professional services" to mean services rendered or performed by a person authorized by law to practice as regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training. Professional services also means services rendered in the performance of work that is original and creative in character in a recognized field of artistic endeavor; and

**WHEREAS**, the Township of Springfield Board of Education recognizes the need for the professional services of a treasurer of school monies; and

**WHEREAS**, Amy Lerner is duly qualified by experience and qualifications to perform the professional services stipulated in this Resolution; 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 President and Secretary to the Board are hereby authorized to execute a contract for professional services with Amy Lerner in an amount not-to-exceed five thousand eight hundred dollars (\$5,800) for the period of time from July 1, 2023 to June 30, 2024, and

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 18A:18A.5a(1) the Business Administrator/Secretary to the Board shall publish a legal notice of the award of this professional services contract and ensure that the awarding Resolution is available for public inspection at the Office of the Business Administrator/Secretary to the Board during normal business hours.

\*\*\*\*\*

**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 April 25, 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					5
6	Ms. Rincon, Board Member		X	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-108-126**

**RESOLUTION APPROVING AHERA COORDINATOR DESIGNEE FOR THE TOWNSHIP OF SPRINGFIELD SCHOOL DISTRICT PURSUANT TO 40 CFR PART 763 SUBPART E**

**WHEREAS**, pursuant to the Code of Federal Regulations (CFR) 40 Part 763.84 Subpart E, each local education agency shall ensure that the certain activities and requirements for recordkeeping, training, notifications and warnings are completed as specified in the asbestos management plan and that the agency shall designate a person, who shall receive adequate training to perform duties to ensure that requirements under this section are properly implemented; and

**WHEREAS**, the Superintendent of Schools makes the recommendation that the AHERA Coordinator Designee for the **2023-2024** school year shall be the Educational Facilities Manager; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, accepts the recommendation of the Superintendent of Schools that Matthew Carney, Educational Facilities Manager, be appointed as the AHERA Coordinator Designee for the Township of Springfield School District for the period of time from July 1, 2023 to June 30, 2024; and

**BE IT FURTHER RESOLVED** that there shall be no additional compensation granted to the incumbent in his capacity as Educational Facilities Manager for the designation as AHERA Coordinator Designee.

\*\*\*\*\*

**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 April 25, 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					5
6	Ms. Rincon, Board Member		X	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-108-130**

**RESOLUTION DESIGNATING AN AFFIRMATIVE ACTION OFFICER – INSTRUCTIONAL PROGRAMS  
 SPRINGFIELD TOWNSHIP SCHOOL DISTRICT PURSUANT TO N.J.A.C. 6:4-1.1 ET SEQ. AND  
 BOARD OF EDUCATION POLICY 1550 FOR THE 2022-2023 SCHOOL YEAR**

**WHEREAS**, N.J.A.C. 6:4-1.3 requires that each local school district designate a member of its professional staff as the affirmative action officer to coordinate and implement the district's efforts to comply. The progress of the district in complying shall be reported by the superintendent to the board of education as it shall require; and

**WHEREAS**, the Superintendent of Schools recommends the approval of the designation of the below individual as the School District's Affirmative Action Officer – Instructional Programs for the **2023-2024** school year.

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that Mahe Zaidi, Supervisor of Curriculum, is hereby designated as the Affirmative Action Officer – Instructional Programs ; and

**BE IT FURTHER RESOLVED** that there shall be no additional compensation granted to the incumbent in her capacity as Supervisor for the designation as Affirmative Action Officer – Instructional Programs.

\*\*\*\*\*                      \*\*\*\*\*                      \*\*\*\*\*

**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 April 25, 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					5
6	Ms. Rincon, Board Member		X	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-108-132**

**RESOLUTION DESIGNATING THE APPOINTMENT OF A DISTRICT TEST COORDINATOR AND THE SCHOOL COORDINATOR FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT FOR THE 2023-2024 SCHOOL YEAR**

**WHEREAS**, the Board of Education understands that state mandated testing protocol requires the designation of a district-wide test coordinator and individual school coordinator; and

**WHEREAS**, the general requirements for each position are below delineated and it is understood that additional duties may be required for specific tests:

**DISTRICT TEST COORDINATOR**

1. Serves as the district contact person for all testing
2. Maintains test security and notification for any missing materials
3. Organizes and conducts school coordinator training sessions
4. Receives and distributes all test materials to school coordinators
5. Serves as a resource to the school coordinators throughout testing periods
6. Monitors test administration to verify that prescribed procedures are used
7. Directs collection of test materials from schools
8. Arranges for required signatures and return of testing materials including security forms

**SCHOOL COORDINATOR**

1. Conducts all necessary scheduling and training within the school]
2. Serves as school contact person for all test administration plans and procedures
3. Maintains test security and notification of materials lost and shortages
4. Attends school coordinator training
5. Selects examiners and proctors
6. Schedules and conducts training sessions for examiners
7. Advises proctors of their duties and responsibilities
8. Makes advance announcements concerning testing
9. Schedules and test locations and sessions
10. Receives and inventories all test materials from district test coordinator
11. Establishes and maintains test security procedures
12. Distributes test materials to examiners
13. Prepares roster of students to be tested
14. Supervises preparation of answer folders
15. Supervises testing and ensures proper test administration procedures
16. Receives test materials from examiners
17. Verifies that answer folder was completed for each student tested
18. Reviews answer folder to verify accuracy of student information
19. Completes test forms and make-up test administration
20. Returns all test materials to district test coordinator ; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that Mahe Zaidi has been appointed as the District/School Test Coordinator for the **2023-2024** school year.

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\*\*\*\*\*

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on April 25, 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					5
6	Ms. Rincon, Board Member		X	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-108-133**

**RESOLUTION APPROVING THE CHEMICAL HYGIENE OFFICER DESIGNEES FOR THE TOWNSHIP OF SPRINGFIELD SCHOOL DISTRICT PURSUANT TO 29 CFR PART 1910.1450**

**WHEREAS**, pursuant to Code of Federal Regulations (CFR) 29 Part 1910.1450, an employer shall develop and implement a written program which sets forth procedures, equipment, personal protective equipment and work practices that are capable of protecting employees from the health hazards presented by hazardous chemicals used in that particular workplace; and

**WHEREAS**, pursuant to CFR 29 Part 1910.1450(e) a Chemical Hygiene Officer shall be designated by the employer who is a qualified employee by training or experience to provide technical guidance in the development and implementation of the provisions of the Chemical Hygiene Plan; and

**WHEREAS**, the Superintendent of Schools makes the recommendation that the Chemical Hygiene Officer Designees for the **2023-2024** school year shall be the Matthew Carney, Educational Facilities Manager; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, accepts the recommendation of the Superintendent of Schools that be appointed as the Matthew Carney, Educational Facilities Manager for the Township of Springfield School District for the period of time from July 1, 2023 to June 30, 2024.

\*\*\*\*\*

**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 April 25, 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					5
6	Ms. Rincon, Board Member		X	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-108-134**

**RESOLUTION APPROVING THE RIGHT TO KNOW DESIGNEE FOR THE TOWNSHIP OF SPRINGFIELD SCHOOL DISTRICT PURSUANT TO N.J.A.C. 8:59**

**WHEREAS**, pursuant to N.J.A.C. 8:59 each local education agency shall ensure that the certain activities and requirements for recordkeeping, training, notifications and warnings are completed as specified in the Worker and Community Right to Know Act and that the agency shall designate a person to ensure that requirements under this section are properly implemented; and

**WHEREAS**, the Superintendent of Schools makes the recommendation that the Right to Know Designee for the **2023-2024** school year shall be the Matthew Carney, Educational Facilities Manager; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, accepts the recommendation of the Superintendent of Schools that Matthew Carney, Educational Facilities Manager be appointed as the Right to Know Designee for the Township of Springfield School District for the period of time from July 1, 2023 to June 30, 2024.

\*\*\*\*\*

**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 April 25, 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					5
6	Ms. Rincon, Board Member		X	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

**CURRICULUM & TECHNOLOGY**

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #22/23-RM-108-135**

**RESOLUTION APPROVING A CLINICAL EXTERNSHIP  
FOR THE 2023-2024 SCHOOL YEAR**

**WHEREAS**, the Board of Education encourages cooperation with colleges and universities in the education of teachers and other education professionals, because the public school offers an experience essential to their training, interaction with students and teachers at work in the classroom. Accordingly, the schools of this district will accept students from accredited institutions of higher learning as junior or senior student teachers/interns; and,

**WHEREAS**, student teachers/interns shall be assigned by the Superintendent throughout the district in a manner that assures that no single group of students will be subject to excessive student teacher/intern classroom hours; and,

**WHEREAS**, student teachers/interns shall comply with the health examination required by rules of the State Board of Education and that required for teaching staff members by this Board and the Board of Education requires every student teacher/intern possess a county substitute credential issued in accordance with N.J.A.C. 6A:9B-7.1.; and,

**WHEREAS**, student teachers/interns shall at all times be subject to the policies of this Board. Student teachers/interns serving in the schools of this district shall be responsible to the Principal for their conduct and to the cooperating teacher for their performance.

**NOW, THEREFORE BE IT RESOLVED** that the Board, upon the recommendation of the Superintendent, shall approve the following student teachers/interns in accordance with District Policy 9541 for the 2023-2024 school year:

Student Teacher / Intern	College / University	Cooperating Teachers	Duration of Assignment
Lynn Booth	Rowan University	Cathryn Browning	July 2023 - August 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 April 25, 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	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

**POLICIES & PROCEDURES**

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #22/23-RM-108-136**

**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 approval and adoption 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 **second reading and adoption**.

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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 April 25, 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-108-137**

**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 #
R 2423	Bilingual and ESL Education	229
R 2425	Emergency Virtual or Remote Instruction Program	229
R 5200	Attendance	229
R 8140	Enrollment Accounting	229
R 8330	Student Records	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**.

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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 April 25, 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-108-138

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 MARCH 2023:

Table with 3 columns: Date / Time, Type of Drill, Duration of Drill, Weather Conditions, Participants, Drill Supervisor. Rows include details for March 17, 2023 and March 24, 2023.

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 April 25, 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**
  - Annual BOE Member Financial Disclosure Statements - Due April 30, 2023
- **NEW BUSINESS**
  - Discussion of meeting date change effective August 2023

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

Craig Vaughn, Superintendent

Ms. Pallock commented on the additional time for staff members Mr. Agos and Ms. Grimm being a great addition.

Ms. Kinney thanked the board for listening to the parents and giving the students what they need.

## ADJOURNMENT

Wade Hale, Board President

Seeing no further action to come before the Board of Education, President Hale requested a motion to adjourn at 8:07 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					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





# Springfield Township Board of Education



## Budget Presentation 2023-24

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### Springfield Township Board of Education

- **Wade Hale, President**
- **Joseph Bucs, Vice President**
- **Christian Dieker**
- **Jessica Donahue**
- **Jennifer Mancini-Wallrath**
- **Thomas Pantano**
- **Francesca Rincon**
- **Rodney Roberson**
- **Mary Wainwright**



# Springfield Township Board of Education Budget & Finance Committee

- **Joseph Bucs, Chair**
- **Wade Hale**
- **Jennifer Mancini-Wallrath**

Springfield Township School District 2023 - 2024 Budget

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## Our School At a Glance

- **PreK-6**
- **276\* Students (10/15/22)**
- **47 Employees**
- **\$5.2M Total Budget**

\*includes 12 tuition based preschool students



Springfield Township School District 2023 - 2024 Budget

# Springfield Township School District Administrative Team

- Craig Vaughn; *Chief School Administrator*
- Danielle Tarvin-Griffith; *School Business Administrator*
- Mahe Zaidi; *Supervisor of Curriculum*
- Matthew Carney; *Educational Facilities Manager*

Springfield Township School District 2023 - 2024 Budget

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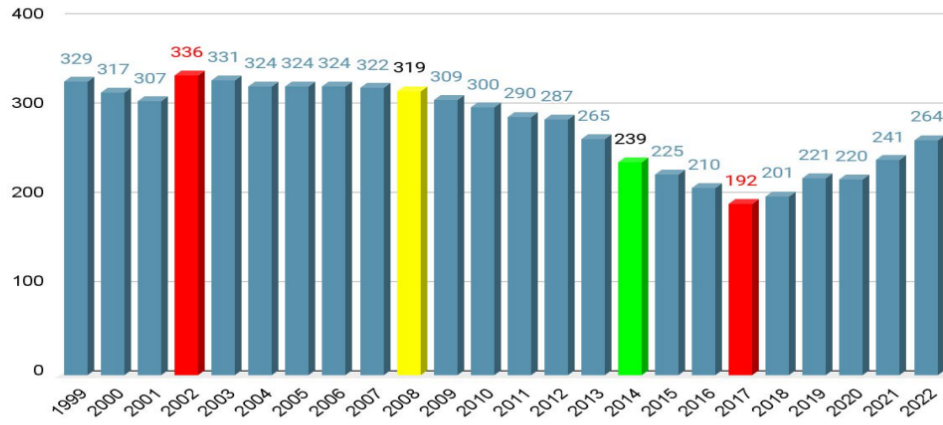
## Springfield Elementary School Faculty & Staff

- Teaching Staff
  - 29 faculty members (25 full-time & 4 part-time)
    - 25 teachers
    - 3 CST members (social worker, LDTC, speech language specialist)
    - 1 school nurse
- Instructional Support Staff
  - 8 instructional assistants (part-time)
  - 1 instructional assistant (full-time; out-of-district placement)
- Facilities Staff
  - 1 facilities manager, 1 maintenance worker, 1 custodian (part-time)
- Administrative Staff
  - Superintendent / Principal / CST Director
  - Business Administrator / Board Secretary (part-time)
  - Supervisor of Curriculum
  - 3 administrative support staff

\*As of April 2023

Springfield Township School District 2023 - 2024 Budget

# Student Enrollment



2002 – enrollment high  
2008 – state funding frozen at this enrollment  
2014 – district implements preschool program  
2017 – enrollment low

Springfield Township School District 2023 - 2024 Budget

## Budget Goals and Approach

### Core Budgetary Goals

- Promote academic excellence
- Maintain rigorous fiscal discipline
- Maintain local control of our school

### Budgetary Approach

- Base budgets on actual spending and needs, not prior budgets
  - Ensure spending is appropriate and aligned with priorities
  - Manage Surplus down to the level needed to support cash flow needs
- Evaluate key budgetary metrics with those of similar districts
  - Assess any meaningful differences and their implications

Springfield Township School District 2023 - 2024 Budget

# Budget Summary

- Prioritizes current educational programs
- Supports spending plan without adding new debt
- 2023-24 Local Tax Levy is **\$48 less** than 2022-23 (**0% increase**)
- \$284,117 debt service payment
- Increase to the tax rate of **\$0.00**
- **No tax increase** on the average assessed home value of \$276,959

Springfield Township School District 2023 - 2024 Budget

## District Reserves & Debt Summary

### Reserve Balance Summary

Fund	Balance
Capital Reserves	\$473,684
Maintenance Reserves	\$69,757
Emergency Reserves	\$13,470

### Debt Summary

	Project Cost	Annual Avg. Cost	Repay Date
Referendum 2015	\$5,977,284	\$284,329	July 2036



Springfield Township School District 2023 - 2024 Budget



## Township Total Assessed Value 2020 To 2023

2020 Assessed Value	2021 Assessed Value	2022 Assessed Value	2023 Assessed Value
\$385,732,559	\$386,718,830	\$388,326,771	\$

Springfield Township School District 2023 - 2024 Budget

## Levy & Debt Service History

Category	2016-2017	2017-2018	2018-2019*	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Local Tax Levy	\$3,240,838	\$3,404,835	\$3,262,213	\$3,270,666	\$3,303,373	\$3,336,407	\$3,403,135	\$3,403,135
Debt Service	\$210,546	\$287,129	\$288,569	\$283,919	\$284,194	\$284,319	\$284,165	\$284,117
<b>Total Levy</b>	<b>\$3,451,384</b>	<b>\$3,691,964</b>	<b>\$3,550,782</b>	<b>\$3,554,585</b>	<b>\$3,587,567</b>	<b>\$3,620,726</b>	<b>\$3,687,300</b>	<b>\$3,687,252</b>
Surplus offset to Debt Svc.	\$0	-\$149,000	\$0	-\$155,000	-\$142,690	\$0	\$0	\$0
Adjusted Debt Service	NA	\$138,129	NA	\$128,919	\$141,504	NA	NA	NA
<b>Adjusted Total Levy</b>	<b>\$3,451,384</b>	<b>\$3,542,964</b>	<b>\$3,550,782</b>	<b>\$3,399,585</b>	<b>\$3,444,877</b>	<b>\$3,620,726</b>	<b>\$3,687,300</b>	<b>\$3,687,252</b>

\* 2018-19 surplus funds were not utilized due to a delay in the audit & questions on how funds could be used

- Referendum project was delivered under budget with surplus funds returned to the taxpayers
- Surplus funds have now been exhausted

Springfield Township School District 2023 - 2024 Budget

## Tax Rate Changes

2022-23 Tax Levy	2023-24 Tax Levy	Amount Difference	Percentage Difference
\$3,403,135	\$3,403,135	\$0	0%

Springfield Township Average Assessed Value = \$276,959 (1)

(1) 2021-2022

Dollar Tax Rate **Increase/Decrease** = **\$0.00** (includes debt service)

**Zero increase** on the average assessed value (per month on a 12 month basis)

Springfield Township School District 2023 - 2024 Budget

## State Aid Loss Forecast

- Funding was reduced in 2019-20 and will be reduced over the next 5 years
- **Estimated** yearly reduction in funding as follows:

Fiscal Year	Springfield Reduction \$	Cumulative Reduction %
2020-21	\$178,528	23%
2021-22	\$221,141	28%
2022-23	\$207,096	51%
2023-24	\$128,776	78%
2024-25	\$ 40,666	100%
	<b>\$776,207</b>	

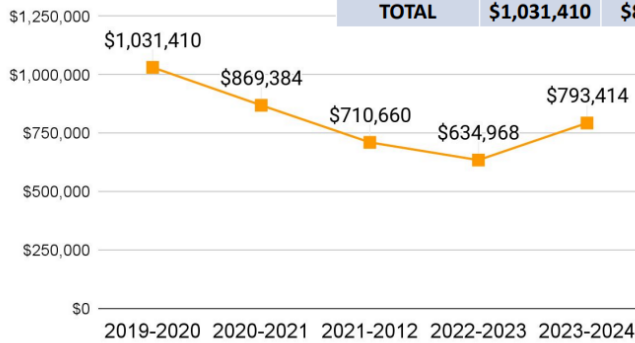
Source: District Documents

Springfield Township School District 2023 - 2024 Budget

# State Aid Loss History

Description	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	YOY Change
Equalization Aid	\$709,768	\$547,742	\$389,018	\$313,326	\$390,227	+ \$76,901
Transportation Aid	\$139,769	\$139,769	\$139,769	\$139,769	\$139,769	\$0
Special Education Aid	\$159,516	\$159,516	\$159,516	\$159,516	\$241,061	+ \$81,545
Security Aid	\$ 22,357	\$ 22,357	\$ 22,357	\$ 22,357	\$ 22,357	\$0
<b>TOTAL</b>	<b>\$1,031,410</b>	<b>\$869,384</b>	<b>\$710,660</b>	<b>\$634,968</b>	<b>\$793,414</b>	<b>+ \$158,446</b>

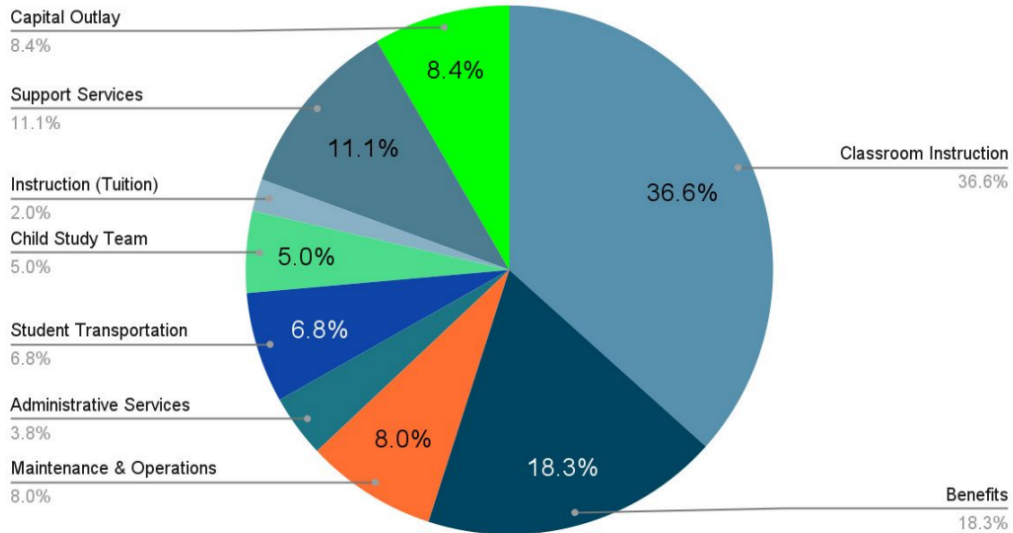
State Aid Trajectory



State Aid increased by **\$158,446** for 2023-24  
 State Aid reduced by **\$237,996** to date

Springfield Township School District 2023 - 2024 Budget

## General Fund Appropriations



Springfield Township School District 2023 - 2024 Budget



## General Fund Appropriations

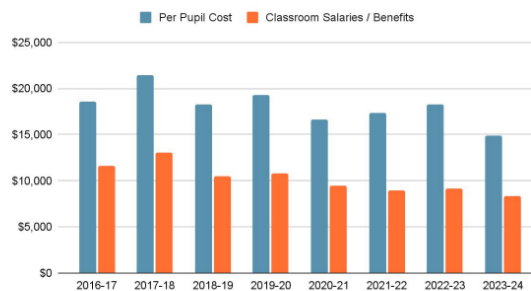
<b>Classroom Instruction</b>	<b>\$1,973,993</b>	<b>36.6%</b>
<b>Personal Services – Benefits</b>	<b>\$988,383</b>	<b>18.3%</b>
<b>Maintenance and Operations</b>	<b>\$433,661</b>	<b>8%</b>
<b>Administrative Services</b>	<b>\$206,282</b>	<b>3.8%</b>
<b>Student Transportation</b>	<b>\$364,766</b>	<b>6.8%</b>
<b>Child Study Team</b>	<b>\$269,106</b>	<b>5%</b>
<b>Instruction (Tuition)</b>	<b>\$106,441</b>	<b>2%</b>
<b>Support Services</b> (related services / staff training / health services / food services / improvement of instruction / social services / educational media services)	<b>\$595,861</b>	<b>11.1%</b>
<b>Capital Outlay/Interest on Reserves</b>	<b>\$451,525</b>	<b>8.4%</b>
<b>Total</b>	<b>\$5,390,018</b>	<b>100%</b>

Springfield Township School District 2023 - 2024 Budget

## Per Pupil Cost History

Year	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-24
<b>Total Per Pupil</b>	\$18,624	\$21,402	\$18,310	\$19,299	\$16,593	\$17,386	\$18,299	\$14,941
<b>Classroom Salaries/ Benefits</b>	\$11,578	\$13,016	\$10,540	\$10,845	\$9,449	\$8,947	\$9,158	\$8,317

Per Pupil Cost and Classroom Salaries / Benefits



\*Source: District Advertised Budget

Springfield Township School District 2023 - 2024 Budget

## New for 2023-24

- Full-Time Health & Physical Education Teacher
  - additional PE opportunities for students across all grade levels
  - additional support for structured recess activities at the K-2 level
  - additional oversight for 6th grade safety patrol
- Special Education Resources
  - introduction of a second multiple disabilities classroom to support students in a highly structured, self-contained learning environment
  - additional human resources
    - full-time special education teacher
    - part-time special education teacher
    - part-time instructional assistant

Springfield Township School District 2023 - 2024 Budget

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## Supporting Our Students

- Student Support Services
  - Basic Skills Improvement Program
  - Gifted & Talented Programming
  - Supplementary Support
    - Reading A-Z / RAZ Kids
    - Freckle
    - Brain Pop
    - Mystery Science
    - Happy Numbers
    - iReady
- Enrichment Programs
  - Creator Lab
  - School Gardens
  - Music Engineering
- Staffing Increases
  - Two homerooms at all K-6 grade levels
  - Additional special education faculty
- Stipends for
  - Drama Club
  - Art Show
  - Talent Show
  - Student Council
  - Winter & Spring Concerts
- Grant Funding to Support
  - New instructional technology
  - Numerous summer learning opportunities

***We remain committed to our programs despite the continued State Aid cuts***

Springfield Township School District 2023 - 2024 Budget

# Questions

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