

**SPRINGFIELD TOWNSHIP BOARD OF EDUCATION**  
**Tuesday, November 15, 2022**  
**2022-2023 - 319**

**REGULAR MEETING**

**TIME: 7:00 PM**

**LOCATION: ROOM #14**

**CALL TO ORDER**

Wade Hale, Board Vice President

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

**OPEN PUBLIC MEETINGS ACT STATEMENT**

Wade Hale, Board Vice 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.

Vice President Hale read the Open Public Meeting Act Statement.

**PLEDGE OF ALLEGIANCE**

Wade Hale, Board Vice President



Vice 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 **November 15, 2022** in **Room 14** beginning at **7:00PM**.

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

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

## **SCHOOL & COMMUNITY PRESENTATIONS**

Craig Vaughn, Superintendent

- School Garden Program & Recognition of NJSBA Student Presentation (Appendix A)

## **COMMITTEE UPDATES**

Wade Hale, Board Vice President

- Finance (Joseph Bucs, Committee Chair) - discussed Maintenance of Equity
- Personnel (Wade Hale, Committee Chair) - None
- Buildings & Grounds & Transportation (Gary Walker, Committee Chair) - None
- Negotiations (Joseph Bucs, Committee Chair) - met with mediator on 10/26, next meeting 12/19
- Curriculum & Technology (Rodney Roberson, Committee Chair) - curriculum is in the drive for comments
- Policy (Thomas Pantano, Committee Chair) - None

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

Wade Hale, Board Vice 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**

- Thanksgiving Entertainment
- Parking Lot Project

### **IMPORTANT DATES**

- November 16 - Hoop Wizard Assembly
- November 18 - 5th & 6th Grade Dance
- November 23 - Early Dismissal
- November 24 & 25 - School Closed (Thanksgiving Recess)

- December 5 - 9 - H&S Holiday Shop
- December 10 - H&S Breakfast with Santa
- December 13 - 15 - Parent/Teacher Conferences
- December 20 - BOE Meeting
- December 23 - Early Dismissal
- December 26 - 30 - Winter Break
- January 2 - School Reopens
- January 4 - BOE Reorganization Meeting

## APPROVAL OF MINUTES

Craig Vaughn, Superintendent

- **REGULAR MEETING - Tuesday, October 18, 2022**

**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 November 15, 2022 in Room 14.**

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

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

## SUPERINTENDENT'S REPORT (ENROLLMENT & HIB)

Craig Vaughn, Superintendent

### TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

# RESOLUTION #22/23-RM-319-101

## RESOLUTION ACCEPTING ENROLLMENT STATISTICS

### AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF OCTOBER 2022

**WHEREAS,** the Board of Education recognizes the importance of maintaining accurate registers for all students enrolled in the Springfield Township School District; and

**WHEREAS,** the Board of Education also relies on accurate enrollment counts for such reports as the Application for State School Aid Report, the annual Budget Statements, the annual December 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>OCTOBER 31, 2022</u></b>	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	30	-6
11-120-100-101-101-403	Third Grade	37	38	+1
11-120-100-101-101-404	Fourth Grade	31	37	+6
11-120-100-101-101-405	Fifth Grade	32	33	+1
11-130-100-101-101-406	Sixth Grade	28	33	+5
11-212-100-101-101-100	Multiple Disabled	4	5	+1
11-215-100-101-101-100	Preschool Disabled PT	8	4	-4
11-000-100-56X-60X-XXX	Out-of-District Placement	4	4	0
	<b>TOTAL</b>	<b>265</b>	<b>278</b>	<b>+13</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		
December 2022		
January 2023		
February 2023		
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 November 15, 2022** in **Room 14**.

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

## RESOLUTION #22/23-RM-319-102

RESOLUTION APPROVING THE MONTHLY HARASSMENT, INTIMIDATION & BULLYING REPORT  
FOR THE MONTH OF OCTOBER 2022  
PURSUANT TO BOARD OF EDUCATION POLICY 5512

**WHEREAS,** the Springfield Township Board of Education believes that a safe and civil environment in school is necessary for students to learn and achieve high academic standards. Since students learn by example, school administrators, faculty, staff, and volunteers are required to demonstrate appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation or bullying. Harassment, intimidation or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe environment. Therefore, the school district will not tolerate acts of harassment, intimidation or bullying;

**WHEREAS,** harassment, intimidation or bullying is defined as any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic, that takes place on school grounds, at any school-sponsored function or on a school bus, or off school grounds, in accordance with law, that substantially disrupts or interferes with the orderly operation of the school or the rights of other students, and that:

A reasonable person should know, under the circumstances, will have the effect of physically or emotionally harming a student or damaging the students property, or placing a student in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or has the effect of insulting or demeaning any student or group of students; or creates a hostile educational environment for the student by interfering with the students education or by severely or pervasively causing physical or emotional harm to the student; and

**WHEREAS,** the results of each investigation shall be reported to the board of education no later than the date of the next board meeting following the completion of the investigation, and include:

1. Any services provided;
2. Training established;
3. Discipline imposed; or
4. Other action taken or recommended by the chief school administrator; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the Superintendent of Schools reports the results of the following harassment, intimidation or bullying incidents for the month of OCTOBER 2022:

School Location	# Cases Reported	# Cases Confirmed
Springfield Elementary School	1	0

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14.**

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

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

### CONTRACT ADMINISTRATION

Craig Vaughn, Superintendent

None

### BUDGET & FINANCE

Craig Vaughn, Superintendent

## TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

# RESOLUTION #22/23-RM-319-105

## RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD FOR THE MONTH OF OCTOBER 2022 PURSUANT TO N.J.A.C. 6:23-2.11(c)2

**WHEREAS**, the New Jersey Administrative Code, Title 6, Chapter 20, requires that the board secretary report monthly to the board of education changes in anticipated revenue amounts and sources; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the attached revenue statement reports change in anticipated revenue is hereby acknowledged and accepted as compliance with N.J.A.C. 6:20-2.11(c)2.

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### MONTHLY CERTIFICATION OF THE SECRETARY TO THE BOARD REPORT ON CHANGES IN ANTICIPATED REVENUE

Pursuant to N.J.S.A. 6:20-2.11(c)2, I report the following OCTOBER 2022 changes in anticipated revenue amounts and sources as noted on the submitted revenue report.

\_\_\_\_\_  
Danielle Tarvin-Griffith  
Business Administrator/Board Secretary

\*\*\*\*\*

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14.**

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #22/23-RM-319-106**

**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 OCTOBER 2022**

**WHEREAS,** N.J.A.C.6A:23A-6.10 provides that “a school district and county vocational school board shall adopt a policy establishing the approval process for any remittance of payment for invoice amounts greater than the approved purchase order; and

**WHEREAS,** the policy shall require the Business Administrator/Secretary to the Board to identify and investigate, if necessary, the reason for any increase to a purchase order. If it is found that such an increase is warranted, the Business Administrator/Secretary to the Board shall either approve a revision to the original purchase order with the reason noted, approve the issuance of a supplemental purchase order for the difference, or cancel the original purchase order and issue a new purchase order. If it is found that such an increase is not warranted, the purchase order shall be canceled and the goods returned. In no instance shall an adjustment be made to a purchase order that changes the purpose or vendor of the original purchase order or a bid award price; and

**WHEREAS,** the Business Administrator/Secretary to the Board shall review, on a monthly basis, edits/change reports, in particular the Credit/Disbursement Report, listing all payments made in excess of the originally approved purchase order amount to ensure that all payments are properly made are properly authorized prior to the commitment of any bill list disbursements; and

**WHEREAS,** a Credit-Disbursement Report has been developed by the School District’s accounting software vendor, Asbury Park Computer Center, and said report is attached herein which details any changes in purchase order amounts; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that attached OCTOBER 2022 Credit-Disbursement Report detailing the changes is hereby approved and that any and all adjustments against Board of Education obligations therein enumerated for equipment, material and supplies, furnished and delivered and for work done and performed and certified as correct by the Secretary of the Board of Education, and when funds are available; and

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

\*\*\*\*\*

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14.**

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

3	Mr. Hale, Board Member			X					3
4	Mrs. Murtaugh-Frey, Board Member			X					4
5	Ms. Rincon, Board Member			X					5
6	Mr. Roberson, Board Member	X		X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member			X					8
9	Mr. Pantano, Board President						X		9

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

## RESOLUTION #22/23-RM-319-107

**RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION  
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT  
FOR THE MONTH OF OCTOBER 2022  
ESTABLISHED PURSUANT TO PUBLIC LAW 2004, C. 73  
AND RECOGNIZING THE SUBMISSION TO THE EXECUTIVE COUNTY BUSINESS OFFICIAL  
A REQUEST FOR APPROVAL OF THE TRANSFER THAT EXCEED TEN PERCENT**

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

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

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that attached OCTOBER 2022 monthly transfer report detailing the percentage change in transfers is hereby approved; and

**BE IT FINALLY RESOLVED** that a copy of the report shall be placed in the permanent minutes of the Board of Education.

\*\*\*\*\*

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14**.

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

## RESOLUTION #22/23-RM-319-108

### RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS FOR THE MONTH ENDING OCTOBER 31, 2022

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

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

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

**WHEREAS,** the Business Administrator/Secretary to the Board has submits to the Board the following summary for the period ending **OCTOBER 31, 2022** for review and certification; and

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

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**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14**.

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

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



TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION  
**RESOLUTION #22/23-RM-319-109**

**RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES  
AS OF OCTOBER 31, 2022 FOR THE 2022-2023 PROGRAM YEAR  
PURSUANT TO BOARD OF EDUCATION STANDARD OPERATING PROCEDURE 3-003  
TO MONITOR THE % OF EXPENDITURE TO CONTROL CARRY-OVER WAIVER REQUESTS  
UNDER GUIDANCE OF THE NEW JERSEY QUALITY SINGLE ACCOUNTABILITY CONTINUUM  
FISCAL MANAGEMENT - RESTRICTED REVENUES**

**WHEREAS**, Standard Operating Procedure 3-003 provides for the mechanism for Board of Education monitoring of restricted revenue expenditure levels as the Board of Education must ensure that restricted revenue accounts must be appropriated and fully expended in a timely manner and in accordance with grant allocations/budgets; and

**WHEREAS**; the New Jersey Quality Single Accountability Continuum (NJQSAC) - District Performance Review - D. Restricted Revenues - Sections 1.b. and 1.d provide the following guidance:

1.b. Grant funds are spent as budgeted. Amendments and budget modifications are completed for changes that exceed the applicable threshold (entitlement grants - lesser of 10% or \$50,000; discretionary grants - lesser of 10% or \$10,000;

1.d. At least 85 percent of the ESSA and IDEA grant funds are expended in one year. For Title I, a waiver to carry over more than 15% has not been requested within the last three years; and

**WHEREAS**, the Business Administrator/Secretary to the Board has submitted to the Board a summary for the period ending OCTOBER 31, 2022 for review and certification; and

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

**BE IT FURTHER RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the above summary represents the monthly certification of grant expenditures for the program years 2021-2022 and 2022-2023 Every Student Succeeds Act, IDEA Part B, IDEA Preschool, REAP, and ESSER funds.

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**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14**.

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION  
**RESOLUTION #22/23-RM-319-110**

**RESOLUTION PROVIDING FOR A SECRETARY TO THE BOARD'S  
MONTHLY CERTIFICATION OF BUDGETARY LINE ITEM STATUS  
FOR THE MONTH OF OCTOBER 2022**

**PURSUANT TO N.J.A.C. 6:20-2.13(d) AND N.J.S.A. 18A:22.8.1**

**WHEREAS,** the New Jersey Administrative Code, Title 6, Chapter 20, requires that certain monthly certifications be demonstrated as to the budgetary line item accounts; and

**WHEREAS,** the certification of the Secretary to the Board must demonstrate that no budgetary line item account, which are understood by the rule to be the advertised section of the New Jersey Department of Education prescribed budget, has obligations and contractual orders which exceed annual appropriations for said line item accounts in accordance with the Monthly Line Item Budget Report; and

**WHEREAS,** the following Board of Education comments and/or discussion was had, if any, on the matter of this Resolution:

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that the below certification are hereby acknowledged and accepted as compliance with N.J.A.C. 6:20-2.13(d) and N.J.S.A. 18A:22.8.1.

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**MONTHLY CERTIFICATION OF THE SECRETARY TO THE BOARD  
BUDGETARY LINE ITEM STATUS**

Pursuant to N.J.S.A. 6:20-2.13(d), I certify that as of **OCTOBER 31, 2022** no budgetary line item account has obligations and payments, understood as contractual orders, which in total exceed the amount appropriated by the Township of Springfield Board of Education pursuant to N.J.S.A. 18A:22-8 and N.J.S.A. 18A:22-8.1.

\*\*\*\*\*

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14.**

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

## RESOLUTION #22/23-RM-319-111

**RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR OCTOBER 2022  
PURSUANT TO N.J.S.A. 18A:22-8**

**WHEREAS,** N.J.S.A. 18A:22-8, designates the Superintendent of Schools to approve transfers among line items between meetings of the Board of Education; and

**WHEREAS,** it became necessary to transfer funds among certain line items between the monthly meetings of in the month of **OCTOBER 2022**, recorded as adjustments according to the attached report, so as to provide for the thorough and efficient education of Springfield Township School District pupils; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the attached transfers are hereby ratified.

\*\*\*\*\*

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14**.

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION  
**RESOLUTION #22/23-RM-319-112**

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

**WHEREAS**, the Business Administrator/Secretary to the Board has submitted a computer printout of the checks registered for payment for the period of **OCTOBER 19, 2022 TO NOVEMBER 15, 2022** (hereinafter "period"); and,

**WHEREAS**, the Board of Education wishes to authorize payment of said bills and to ratify the prior payment of obligations through the issuance of current fund hand checks as detailed in the report of bills; and,

**WHEREAS**, the New Jersey Quality Single Accountability Continuum (hereinafter "NJQSAC"), District Performance Review, B. Financial and Budgetary Control, Section j. requires that "Manual checks represent less than one percent of the checks issued on an annual basis (inter-fund payments are excluded from this requirement.); and,

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

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

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

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

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14**.

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

## RESOLUTION #22/23-RM-319-113

**RESOLUTION PROVIDING FOR THE BOARD OF EDUCATION'S  
MONTHLY CERTIFICATION ON BUDGETARY MAJOR ACCOUNT/FUND STATUS  
[BOARD SECRETARY'S REPORT]  
FOR THE MONTH OF OCTOBER 2022 PURSUANT TO N.J.A.C. 6A:23-2:11.c)**

**WHEREAS,** the New Jersey Administrative Code, Title 6, Chapter 23, requires that certain monthly certifications be demonstrated as to the budgetary line item accounts; and

**WHEREAS,** the Board of Education must certify that, to the best of its knowledge, no major account or fund has been over expended and that sufficient funds are available to meet the Springfield Township School District's financial obligations for the remainder to the **2022-2023** Fiscal Year; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey that a certification are hereby given, after review of the Line Item Status Report, and upon consultation with the appropriate District officials, to the best of its knowledge no major account or fund has been over expended in violation of New Jersey statutes and code.

\*\*\*\*\*

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14.**

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

## RESOLUTION #22/23-RM-319-114

RESOLUTION APPROVAL OF THE REPORT OF THE  
TREASURER OF SCHOOL MONIES FOR OCTOBER 2022  
PURSUANT TO N.J.S.A. 18A:17-36

**WHEREAS,** N.J.S.A. 18:4-14 mandates that all public school districts utilize an accounting system that is consistent with generally accepted accounting principles; and

**WHEREAS,** the Report of the Treasurer of School Monies serves as a mechanism that allows the treasurer to meet the requirements mandated by N.J.S.A. 18A:17-36 as it provides for an independent accounting of all cash transactions for a given period of time; and

**WHEREAS,** Amy Lerner, Springfield Township Treasurer of School Monies, has submitted the attached report which has been distributed, reviewed and accepted by the Board of Education; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the OCTOBER 2022 Report of the Treasurer of School Monies is hereby accepted and approved.

\*\*\*\*\*

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14.**

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

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

PERSONNEL & NEGOTIATIONS

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #22/23-RM-319-115**

**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, and custodians are such personnel; and

**WHEREAS,** the Superintendent of Schools has reviewed the qualifications of the individual(s) listed below and recommends approval to the Board of Education:

Teachers	Aides	Secretaries	Nurses
Bailey Anderson	Danielle Mason	Danielle Mason	

**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 November 15, 2022** in **Room 14.**

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

## RESOLUTION #22/23-RM-319-116

### 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 #20261210 of the district has been assigned homebound instruction, provided by Springfield Township School District certified staff, Mrs. Kelly Linton, based upon the recommendation of The Children's Hospital of Philadelphia, Philadelphia, Pennsylvania, 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 November 18, 2022 through December 2, 2022 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 November 15, 2022** in **Room 14**.

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

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



## CURRICULUM & TECHNOLOGY

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

# RESOLUTION #22/23-RM-319-117

## RESOLUTION APPROVING TRAVEL AND RELATED EXPENSE REIMBURSEMENT & RETROACTIVELY APPROVING TRAVEL & RELATED EXPENSES FOR SPRINGFIELD TOWNSHIP SCHOOL DISTRICT EMPLOYEES PURSUANT TO P.L. 2007, C.53 AND BOARD OF EDUCATION POLICY #6471

**WHEREAS,** Public Law 2007, c.53 provides for the regulation of travel expenditures which are those costs paid by the school district using local, State, or federal funds, whether directly by the school district or by employee reimbursement, for travel by school district employees and district board of education members, to the following four types of travel events:

[1] training and seminars which means all regularly scheduled, formal residential and non-residential training functions, conducted at a hotel, motel, convention center, residential facility, or at any educational institution or facility;

[2] conventions and conferences which means general programs, sponsored by professional associations on a regular basis. Which address subjects of particular interest to a school district or are convened to conduct association business. The primary purpose of employee attendance at conferences and conventions is the development of new skills and knowledge or the reinforcement of those skills and knowledge in a particular field related to school district operations. These are distinct from formal staff training and seminars, although some training may take place at such events;

[3] regular school district business which means all regular official business travel, including attendance at meetings, conferences and any other gathering which are not covered by the definitions included in other section of P.L. 2007, c.53;

[4] retreats which means meetings with school district employees and school board members, held away from the normal work environment at which organizational goals and objectives are discussed. If available, school district facilities shall be utilized for this type of event.

; and

**WHEREAS,** a board of education implemented Policy #6471 which regulates travel expenditures for School District employees and school board members that are in accordance with P.L. 2007, c.53;

**WHEREAS,** each district board of education shall maintain separate accounting for school district travel expenditures as necessary, to ensure compliance with the school district's maximum travel expenditure amount. This may include, but need not be limited to, a separate offline accounting of such expenditures or expanding the school district's accounting system. The tracking system shall be sufficient to demonstrate compliance with P.L. 2007, c.53 and Board of Education Policy #6471, and shall provide auditable information;

**WHEREAS,** the below listing has been submitted for approval by the Board of Education:

Employee Name	Theresa Roats			
District Assignment	Media Specialist			
Travel Date(s)	2/13/22 & 2/14/22			
Travel Destination	Pocono Manor, PA			
Travel Type	Car			
Sponsoring Entity	Pennsylvania Department of Education			
Event Description	Pennsylvania Educational Technology Expo & Conference			
Funding Source	REAP			
Account Series	20-451-200-500-050-00 0-0			
Registration Fee	\$210			
M&IE Allowance	0			
Mileage Estimate	0			
Tolls & Other Transportation	0			
Hotel/Motel Rate	\$157			
Miscellaneous Exp (Parking)	0			
<b>TOTAL</b>	<b>\$367</b>			

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

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14**.

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

3	Mr. Hale, Board Member			X					3
4	Mrs. Murtaugh-Frey, Board Member			X					4
5	Ms. Rincon, Board Member	X		X					5
6	Mr. Roberson, Board Member			X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member			X					8
9	Mr. Pantano, Board President						X		9

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

## POLICIES & PROCEDURES

Craig Vaughn, Superintendent

### TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

# RESOLUTION #22/23-RM-319-118

## 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 2270	Religion in Schools	220
P 1620	Administrative Employment Contracts	221
P 2464	Gifted and Talented Students	221
P 6440	Cooperative Purchasing	221
P 5330.05	Seizure Action Plan	221
R 5330.05	Seizure Action Plan	221
P 6470.01	Electronic Funds Transfer and Claimant Certification	221
R 6470.01	Electronic Funds Transfer and Claimant Certification	221

**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 November 15, 2022** in **Room 14.**

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

## RESOLUTION #22/23-RM-319-119

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 #
P 5512	Harassment, Intimidation, or Bullying	NA
P 7450	Property Inventory	221
P 9210	Parent Organizations	218

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

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14**.

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #22/23-RM-319-120**

**RESOLUTION AUTHORIZING THE PRESIDENT AND SUPERINTENDENT  
TO EXECUTE A UNIFORM STATE MEMORANDUM OF AGREEMENT  
AS APPROVED BY THE NEW JERSEY DEPARTMENTS OF LAW & PUBLIC SAFETY AND  
EDUCATION BETWEEN THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT  
AND THE OFFICE OF THE BURLINGTON COUNTY PROSECUTOR  
FOR THE 2022/2023 SCHOOL YEAR  
AND THAT THE SUBJECT RESOLUTION IS IDENTIFIED WITH THE SPONSOR CODE A**

**WHEREAS**, the N.J.A.C. 6:29-10.1, under Sub-chapter 10 - Safe and Drug Free Schools, establishes policies and procedures for cooperation between local school districts and law enforcement operations and activities on or near school grounds to ensure a safe school environment; and

**WHEREAS**, N.J.A.C. 6A: 16-6.2(b) 13-15 establish uniform statewide policies and procedures for ensuring cooperation between education officials and law enforcement agencies and that these policies are consistent with and complementary to the "Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials" [1999 and 2007 Revisions] as a commitment for both professional communities to work together as equal partners to address problems involving drug and alcohol problems as well as the problem of firearms and other weapons brought onto school property (1999 revisions) as well as school safety and security, harassment, intimidation and bullying, hazing, gang reporting, computer crimes, station house adjustments, school law enforcement units, School Violence Awareness Week and other current issues of concern as well as clarification on issues such as child abuse reporting (2007 revisions); and

**WHEREAS**, the Superintendent of Schools recommends the execution of said Agreement; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the President and the Business Administrator/Secretary to the Board shall fully execute the Agreement for the **2022-2023** school year and that the executed documents be forwarded to the Executive County Superintendent of Schools, Burlington County Prosecutor's Office, the Law Enforcement Chief Executive of the Township of Springfield Police Department, as well as each Principal in the Township of Springfield School District; and

**BE IT FURTHER RESOLVED** that the Superintendent of Schools shall retain a copy, upon return from the Executive County Superintendent of Schools, of the executed Agreement so as to be available for public inspection and review.

\*\*\*\*\*

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mr. Bucs, Board Member			X					1
2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member			X					3
4	Mrs. Murtaugh-Frey, Board Member		X	X					4
5	Ms. Rincon, Board Member			X					5
6	Mr. Roberson, Board Member	X		X					6

7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member			X					8
9	Mr. Pantano, Board President						X		9

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

**FACILITIES, SECURITY, & TRANSPORTATION**

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

**RESOLUTION #22/23-RM-319-121**

**RESOLUTION CERTIFYING THAT MONTHLY FIRE AND SCHOOL SECURITY DRILLS  
HAVE BEEN CONDUCTED IN ACCORDANCE WITH N.J.S.A. 18A:41-1**

**WHEREAS,** N.J.S.A. 18A:41-1 requires that school administrators shall organize and conduct at least one fire drill and one school security drill each month within the schools hours, including any summer months during which the school is open for instructional programs; and

**WHEREAS,** all teachers of all schools, whether occupying buildings of one or more stories, shall keep all doors and exits of their respective rooms and buildings unlocked during the school hours, except during an emergency lockdown or an emergency lockdown drill; and

**WHEREAS,** during the academic year, schools are required to hold a minimum of two of each of the following security drills: Active Shooter; Evacuation (non-fire); Bomb Threat; and Lockdown; and

**WHEREAS,** districts are required to annually submit the "Security Drill Statement of Assurance: provided by the Department of Education to their county office of education by June 30 of each year; and

**WHEREAS,** the "Security Drill Record Form" provided by the Department of Education shall be completed by all schools and retained at the district level. The following information is required:

1. Date and time;
2. Type (specify what was drilled);
3. Duration;
4. Weather conditions;
5. Participants (i.e. students, staff, faculty, law enforcement, fire);
6. Brief description of what occurred and procedures followed; and,

**WHEREAS,** the following is a summary table of the fire and school security drills recently conducted in the School District during the month of **OCTOBER 2022**:

<b>Date / Time</b>	October 19, 2022 / 10:30 AM	October 12, 2022 / 2:35 PM
<b>Type of Drill</b>	Non-Fire Evacuation Drill	Fire Drill
<b>Duration of Drill</b>	4:21	3:49
<b>Weather Conditions</b>	Sunny 50's	Sunny 60's
<b>Participants</b>	Staff/Students	Staff/Students
<b>Drill Supervisor</b>	C. Vaughn	C. Vaughn



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

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14**.

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

# RESOLUTION #22/23-RM-319-122

**RESOLUTION APPROVING CERTAIN APPLICATIONS  
FOR USE OF FACILITIES OF THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT**

**WHEREAS,** the Board of Education makes available to the general public the use of certain school facilities under administrative controls and rules and regulations; and

**WHEREAS,** the below listed entities have filed a "Facilities Use Application" and the necessary documentation has been submitted and reviewed by the Business Administrator/ Secretary to the Board and she recommends approval:

ORGANIZATION/GROUP	DATE	TIME	ACTIVITY	AREA
Home & School Association	11/22/2022	3:00 PM - 6:00 PM	Pie Fundraiser (pick up)	Gymnasium
Home & School Association	11/18/2022	4:00 PM - 8:30 PM	5th & 6th Grade Dance	Cafeteria
Home & School Association	12/2/2022	5:30 PM - 8:30 PM	Family Movie Night	Cafeteria

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

\*\*\*\*\*

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14**.

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

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

## RESOLUTION #22/23-RM-319-123

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

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

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

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

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

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

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

#### **Bus Evacuation Drills**

Date	Time	Duration	School	Location	Bus	Supervisor
10/20/22	8:25	1 min. 56 seconds	Springfield Elementary	Bus Loop	1	C. Vaughn
10/20/22	8:39	2 min. 32 seconds	Springfield Elementary	Bus Loop	2	C. Vaughn
10/20/22	8:35	1 min. 52 seconds	Springfield Elementary	Bus Loop	3	M. Zaidi
10/20/22	8:39	1 min. 8 seconds	Springfield Elementary	Bus Loop	4	M. Zaidi
10/20/22	8:33	1 min. 54 seconds	Springfield Elementary	Bus Loop	5	C. Vaughn

**IT IS HEREBY CERTIFIED** that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on November 15, 2022** in **Room 14**.

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

2	Mrs. Donahue, Board Member			X					2
3	Mr. Hale, Board Member			X					3
4	Mrs. Murtaugh-Frey, Board Member			X					4
5	Ms. Rincon, Board Member		X	X					5
6	Mr. Roberson, Board Member	X		X					6
7	Mrs. Wainwright, Board Member			X					7
8	Mr. Walker, Board Member			X					8
9	Mr. Pantano, 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 Vice President

- **UNFINISHED BUSINESS**
  - None
- **NEW BUSINESS**
  - None

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

Wade Hale, Board Vice President

None

## ADJOURNMENT

Wade Hale, Board Vice President

Seeing no further action to come before the Board of Education, Vice President Hale requested a motion to adjourn at 7:53 PM.

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

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



## Appendix A



# NJ AGRICULTURAL SOCIETY

- Learning Through Gardening
  - [njagsociety.org](http://njagsociety.org)
- The program provided four garden beds, soil, starter seeds, and lesson plans
- Our school utilized a Garden Committee to create ownership across multiple grade levels and ensure all students had opportunities to engage with the garden program as it began (Fall 2017)



400-704-8501

## LEARNING THROUGH GARDENING CURRICULUM

NJ Agricultural Society also provided a full curriculum featuring primary and elementary level lessons:

- Basic gardening lessons
- Math lessons
- Science lessons
- Health lessons
- ELA lessons (plus book lists)
- Social Studies lessons
- Website resources



400-704-8501

## GROWING IN THE FIRST YEAR

Once we secured the grant and set up our four garden beds, our first year focused on:

- Establishing an ad-hoc committee to ensure activities spanned all grades
- Plant Fall seeds and track progress of growth & harvest
- Plant Spring seeds and track progress of growth & harvest
- Monitor missteps
- Plan for expansion



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## WHAT DID WE PLANT / GROW?

Fall:

fennel, beets, radishes,  
tomatoes, ideal lettuce, swiss  
chard, peppers, basil

Spring:

tomatoes, peppers, radishes,  
squash, beets, lettuce



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## WHAT DID WE LEARN?

- Transplanting is difficult (cool weather plants are the most challenging)
- If you plant pumpkins in the Fall, you won't have pumpkins for Halloween
- Deer will eat almost anything
- Have your older students partner with your Kindergarten students
- Develop a plan for the summer (who, what, when) or you'll be in for a challenging September!



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## BOARD OF EDUCATION SUPPORT



**District Goal #1 (18-19 School Year):** The superintendent and administrative team will develop a comprehensive action plan to guide the district in the development of a School Gardening program, focusing on the cross-curricular integration of skills and concepts infused through horticulture. During the 2018-2019 school year a detailed scope and sequence for the School Gardening program in K-6 will be developed, and preparations (including scheduling, professional development, resource procurement, and curriculum writing) for the full implementation of the program by September 2019 will be finalized. By June 2019, 100% of the district's K-6 general and special education classes will participate in at least one School Gardening program activity per trimester and 100% of the district's faculty will engage in professional development related to the development of the program. The district's School Garden Steering Committee will be utilized to assist in this process.

**District Goal #2 (19-20 School Year): Sustainable Jersey for Schools**

- The superintendent and administrative team will develop a systematic action plan to lead the district in achieving Sustainable Jersey Certification. The Action plan will be presented to the board by the November 2019 regular meeting.
- The district will demonstrate its commitment to the responsible conservation of resources and environmental stewardship through the implementation of priority actions defined by the Sustainable Jersey for Schools coalition with a minimum of six actions completed and 150 points earned across the program's defined categories. By May 2020 the Superintendent will present to the board the information demonstrating completion of such actions and earned points.
- By May 2020, 100% of the district's staff will participate in professional growth opportunities related to Sustainable Jersey actions and certification with a Green Team being implemented to oversee and support the certification process. The Superintendent will send data (dates and time spent on staff professional development) to the board demonstrating staff participation.



## EXPANDING THE PROGRAM

Our garden program provided opportunities far beyond planting and harvesting fruits and vegetables:

- Character Education
  - Springfield Sprouts ("We're growing good character!")
- Student Council
  - School service by staining the fence
- Chickens!
  - Their poop is good fertilizer
- Try-It Tuesdays
  - Students had the opportunity to sample items fresh from our garden



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## CROSS-CURRICULAR OPPORTUNITIES

Simple ways to maintain high levels of engagement across the curriculum for your garden program:

- STEM Activities
  - Students designed and helped build a lattice system for “climbing” crops
- Pedal Power!
  - Rock the Bike smoothies are a hit
- Science
  - Ladybugs and praying mantis









# IT'S LIKE JUMANJI ONLY IN MR. LUYBER'S ROOM

As our garden program evolved, we explored ways to provide learning opportunities across the entire school year.

- Hydroponics
  - Tower Garden (3)
  - Soda bottle gardens
- Aquaponics (3 tanks)
  - Fertilizing with fish
  - Putting the fish to work

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# STUDENT PERSPECTIVES

Ginger Rincon  
Priscilla Kowalczyk  
Gabe Roberson  
Rowan Bartlett  
Caroline Quick  
Willow McCadden






**our garden journey**

A Whole School Initiative:  
Willow McCadden

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**IT'S automatic, IT'S systematic, IT'S HYDRO...  
ACTUALLY IT'S HYDROPONIC**

Hydroponic Gardening:  
Ginger Rincon



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LIKE OSCAR THE Grouch,  
WE LOVE TRASH

Composting:  
Priscilla Kowalczyk



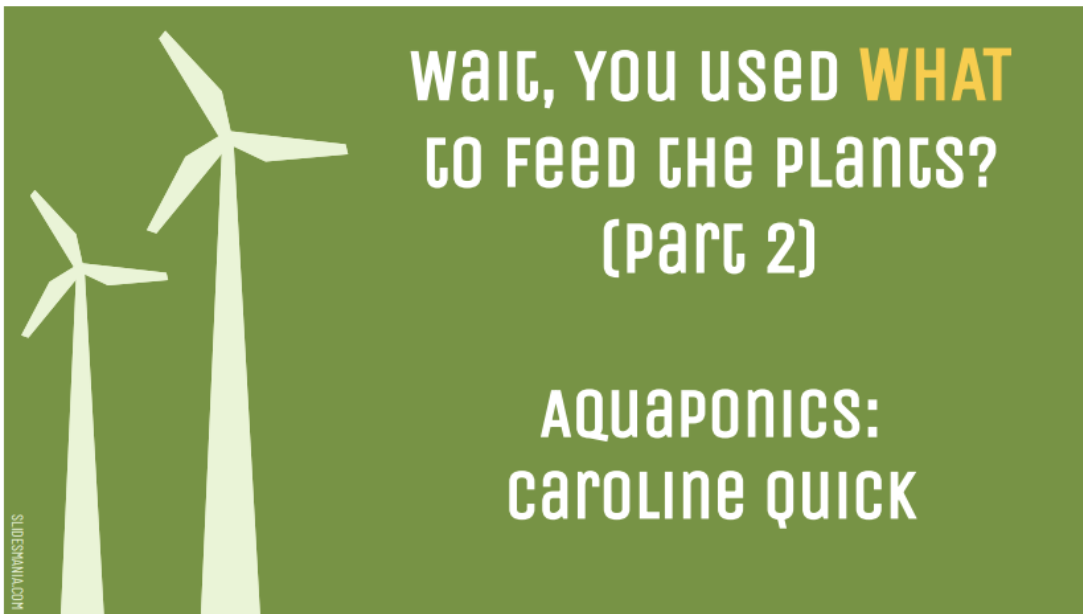
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Wait, you used  
**WHAT** to FEED  
the plants?  
(part 1)

Worm BINS:  
Gabe Roberson



## BUMPS IN THE ROAD (LUMPS IN THE SOIL)

Our experience has taught us that a school garden program will not be without its share of obstacles:

- Weeds (not in the composter)
- Summer maintenance
- Transplanting
- Planting too late for harvest
- Indoor chemicals
- Soil maintenance
- Sustaining engagement / competing initiatives
- Unwanted guests



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## FUNDING SOURCES



## SPEND THEIR MONEY, NOT YOURS

Possible funding sources:

- Title IV
- ESSER Funds
- REAP Funds
- Home Depot & Lowes
- Agway
- Whole Kids Foundation
- Toshiba Grant Foundation
- KidsGardening.org
- USDA Farm to School Grant



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## HOW IT STARTED; HOW IT'S GOING



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