

SPRINGFIELD TOWNSHIP BOARD OF EDUCATION
Wednesday, January 17, 2024
2023-2024 - 017

REGULAR MEETING

TIME: 7:00 PM

LOCATION: Room 14

CALL TO ORDER

Christian Dieker, Board President

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

OPEN PUBLIC MEETINGS ACT STATEMENT

Christian Dieker, 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 Dieker read the Open Public Meeting Act Statement.

PLEDGE OF ALLEGIANCE

Christian Dieker, Board President



President Dieker 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 **January 17, 2024** in **Room 14** beginning at **7:00PM**.

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

- Environmental Resolutions, Inc. - Overview of Parking Lot Reconstruction
- Student Safety Data Reporting for Report Period 1 (July 1, 2023 - December 31, 2023)

COMMITTEE UPDATES

Christian Dieker, Board President

Committee	Chair	Committee	Chair
Finance	TBD	Personnel	TBD
Buildings, Grounds, & Transportation	TBD	Negotiations	TBD
Curriculum & Technology	TBD	Policy	TBD

Finance- None

Buildings and Grounds- None

Curriculum- None

Personnel- None

Negotiations- None

Policy- None

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

Christian Dieker, 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

- Springfield Winter Chorus & Band Concert
- Student Council

IMPORTANT DATES

- January 19 - Therapy Dog Visitation
- February 9 - H&S Someone Special Dance
- February 13 - H&S Meeting
- February 16 - School Closed / Staff Professional Development
- February 19 - School Closed / Presidents' Day
- February 21 - BOE Meeting
- March 6 - Northern Burlington 6th Grade Parent Orientation / Open House
- March 7 - Prismatic Magic Assembly
- March 8 - Grade Two NJ State Museum Class Trip
- March 8 - Grade Six Northern Burlington Transition Visitation
- March 12 - H&S Association Meeting
- March 15 - Therapy Dog Visitation
- March 18 - Trimester Two Reports Cards Available via Genesis
- March 20 - BOE Meeting
- March 20 & 21 - Spring Parent-Teacher Conferences
- March 22 - Early Dismissal / Staff PD
- March 29 - School Closed / Good Friday / Spring Break Begins

APPROVAL OF MINUTES

Craig Vaughn, Superintendent

- **REGULAR MEETING - Tuesday, December 12, 2023**

IT IS HEREBY CERTIFIED that the foregoing Resolution to approve the minutes as present and/or with noted corrections by the Springfield Township Board of Education was approved by the vote below indicated at the **Regular Meeting held on January 17, 2024 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member			X					3
4	Mrs. Mancini, Board Member					X			4
5	Mr. Pantano, Board Member		X	X					5
6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President	X		X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-101

**RESOLUTION ACCEPTING ENROLLMENT STATISTICS
AS PART OF THE REPORT OF THE SUPERINTENDENT OF SCHOOLS AS OF DECEMBER 2023**

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

WHEREAS, the Board of Education also relies on accurate enrollment counts for such reports as the Application for State School Aid Report, the annual Budget Statements, the annual December 1st Special Education Report, Fall Enrollment Report and the Average Daily Attendance Report; and

WHEREAS, the Superintendent of Schools has received and compiled school registers from each of the schools in the School District which have been cross-checked with active home room rosters and Child Study Team class listings with the resulting summary table being generated:

Expense Account #	Grade Level/Program	Count June 30, 2023	Count <u>December 31, 2023</u>	Difference
11-105-100-101-101-105	Pre-School Regular	12	17	+5
11-110-100-101-101-110	Kindergarten	37	32	-5
11-120-100-101-101-401	First Grade	43	35	-8
11-120-100-101-101-402	Second Grade	32	44	+12
11-120-100-101-101-403	Third Grade	39	32	-7
11-120-100-101-101-404	Fourth Grade	38	37	-1
11-120-100-101-101-405	Fifth Grade	35	39	+4
11-130-100-101-101-406	Sixth Grade	35	37	+2
11-212-100-101-101-100	Multiple Disabled	7	12	+5
11-215-100-101-101-100	Preschool Disabled PT	5	4	-1
11-000-100-56X-60X-XXX	Out-of-District Placement	4	1	-3
	TOTAL	287	290	+3

Month	Enrollment	Monthly Change
June 2023	287	
July 2023	284	-3
August 2023	290	+6
September 2023	290	0
October 2023	289	-1
November 2023	287	-2
December 2023	290	+3
January 2024		
February 2024		
March 2024		
April 2024		
May 2024		
June 2024		

;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 January 17, 2024** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member	X		X					5
6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President			X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-102

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

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 January 17, 2024** in **Room 14.**

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

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #23/24-RM-017-103

RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT TO PROVIDE ENGINEERING CONSULTATION & OVERSIGHT SERVICES

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 an engineer to comply with provisions of N.J.A.C. 6A:23A-4.2; and

WHEREAS, Environmental Resolutions, Inc., 815 East Gate Drive, Suite 103, Mt. Laurel, NJ 08054, is duly qualified by experience and qualifications to perform the professional services stipulated in this Resolution; 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 Secretary to the Board are hereby authorized to execute a contract for professional engineering services with Environmental Resolutions, Inc. Mt. Laurel, New Jersey, in an amount not-to-exceed **one hundred thirty thousand dollars (\$130,000)**; 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 January 17, 2024** in **Room 14**.

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

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

BUDGET & FINANCE

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #23/24-RM-017-104

RESOLUTION APPROVING THE ANTICIPATED REVENUE REPORT OF THE BUSINESS ADMINISTRATOR/SECRETARY TO THE BOARD FOR THE MONTH OF DECEMBER 2023 PURSUANT TO N.J.A.C. 6:23-2.11(c)2

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

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

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

Pursuant to N.J.S.A. 6:20-2.11(c)2, I report the following **DECEMBER 2023** 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 January 17, 2024** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5
6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President	X		X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-105

**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 DECEMBER 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 DECEMBER 2023 Credit-Disbursement Report detailing the changes is hereby approved and that any and all adjustments against Board of Education obligations therein enumerated for equipment, material and supplies, furnished and delivered and for work done and performed and certified as correct by the Secretary of the Board of Education, and when funds are available; and

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on January 17, 2024** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5
6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President	X		X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-106

**RESOLUTION CERTIFYING THAT NO ADVERTISED APPROPRIATION
EXCEEDS THE TEN PERCENT (10%) TRANSFER LIMIT
FOR THE MONTH OF DECEMBER 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 **DECEMBER 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.

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 January 17, 2024** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5
6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President	X		X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-107

RESOLUTION CERTIFYING THE EWEG REIMBURSEMENT REQUESTS FOR THE MONTH ENDING DECEMBER 31, 2023

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 submitted to the Board a summary for the period ending **DECEMBER 31, 2023** for review and certification; and

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Springfield Township Board of Education by the vote below indicated at the **Regular Meeting held on January 17, 2024** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5
6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President	X		X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-108

**RESOLUTION APPROVING THE MONTHLY CERTIFICATION OF GRANT EXPENDITURES
AS OF DECEMBER 31, 2023 FOR THE 2023-2024 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 DECEMBER 31, 2023 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 2022-2023 and 2023-2024 Every Student Succeeds Act, IDEA Part B, IDEA Preschool, REAP, and ESSER funds.

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 January 17, 2024** in **Room 14**.

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

3	Mr. Hale, Board Member		X	X					3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5
6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President	X		X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-109

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

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 January 17, 2024** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5

6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President	X		X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-110

**RESOLUTION RATIFYING THE TRANSFER OF FUNDS FOR DECEMBER 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 **DECEMBER 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.

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 January 17, 2024** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5
6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President	X		X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-111

**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 **DECEMBER 13, 2023 TO JANUARY 18, 2023** (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 January 17, 2024 in Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5
6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President	X		X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-112

**RESOLUTION PROVIDING FOR THE BOARD OF EDUCATION'S
MONTHLY CERTIFICATION ON BUDGETARY MAJOR ACCOUNT/FUND STATUS
[BOARD SECRETARY'S REPORT]
FOR THE MONTH OF DECEMBER 2023 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 **2023-2024** 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 January 17, 2024** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5
6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President	X		X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-113

**RESOLUTION APPROVAL OF THE REPORT OF THE
TREASURER OF SCHOOL MONIES FOR DECEMBER 2023
PURSUANT TO N.J.S.A. 18A:17-36**

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the **DECEMBER 2023** 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 January 17, 2024** in **Room 14.**

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member		X	X					3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5
6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President	X		X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-114

RESOLUTION AUTHORIZING THE DEPOSITORY OF SCHOOL DISTRICT FUNDS AND AMENDING THE SIGNATORIES THERETO

WHEREAS, N.J.S.A. 18A:17-34 provides for the Board of Education to designate certain depositories of school monies; and

WHEREAS, it may be required from time to time to re-designate signatories to said accounts of such deposited school monies; and

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that **WSFS Bank, 1636-61 Route 38 & Eayrestown Road, Lumberton, NJ 08048** shall be the depository for school district funds for accounts known as:

NAME OF ACCOUNT	ACCOUNT NUMBER	SIGNATORIES
GENERAL ACCOUNT	XXXXXX0073 Any 2 of 5	Christian Dieker, Board President Rodney Roberson, Board Vice President Craig Vaughn, Superintendent of Schools Danielle Tarvin-Griffith, SBA Amy Lerner, Treasurer of School Monies
PAYROLL ACCOUNT	XXXXXX0074 Any 2 of 3	Craig Vaughn, Superintendent of Schools Danielle Tarvin-Griffith, SBA Amy Lerner, Treasurer of School Monies
PAYROLL AGENCY ACCOUNT	XXXXXX0075 Any 2 of 3	Craig Vaughn, Superintendent of Schools Danielle Tarvin-Griffith, SBA Amy Lerner, Treasurer of School Monies
CAFETERIA ACCOUNT	XXXXXX0076 Any 2 of 3	Craig Vaughn, Superintendent of Schools Danielle Tarvin-Griffith, SBA Amy Lerner, Treasurer of School Monies
STUDENT ACTIVITY ACCOUNT	XXXXXX0077 Any 2 of 3	Craig Vaughn, Superintendent of Schools Danielle Tarvin-Griffith, SBA Amy Lerner, Treasurer of School Monies
UNEMPLOYMENT TRUST ACCOUNT	XXXXXX0078 Any 2 of 3	Craig Vaughn, Superintendent of Schools Danielle Tarvin-Griffith, SBA Amy Lerner, Treasurer of School Monies
CAPITAL RESERVE ACCOUNT	XXXXXX0079 Any 2 of 3	Craig Vaughn, Superintendent of Schools Danielle Tarvin-Griffith, SBA Amy Lerner, Treasurer of School Monies

MAINTENANCE RESERVE ACCOUNT	XXXXXX5538 Any 2 of 3	Craig Vaughn, Superintendent of Schools Danielle Tarvin-Griffith, SBA Amy Lerner, Treasurer of School Monies
FLEXIBLE SPENDING ACCOUNT	XXXXXX2178 Any 2 of 3	Craig Vaughn, Superintendent of Schools Danielle Tarvin-Griffith, SBA Amy Lerner, Treasurer of School Monies
2015 REFERENDUM ACCOUNT	XXXXXX6705 Any 2 of 3	Craig Vaughn, Superintendent of Schools Danielle Tarvin-Griffith, SBA Amy Lerner, Treasurer of School Monies

BE IT FURTHER RESOLVED that the Custodian/Treasurer of said account is and shall be Amy S. Lerner and that all disbursements for said account shall be made by instruments duly signed by the above designated officials of the Township of Springfield School District; and

BE IT FURTHER RESOLVED that the above amendment of signatories takes effect on the 18th of January, 2024.

BE IT FINALLY RESOLVED that only one of the required signatures shall be a facsimile.

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 January 17, 2024** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member	X		X					3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5
6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President		X	X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-115

**RESOLUTION APPROVING THE SUPERINTENDENT OF SCHOOLS
RECOMMENDATION FOR THE SUBSTITUTE POSITIONS
FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT FOR THE 2023-2024 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	Custodians	Nurses
Bella McCollister	Bella McCollister	Joseph Casto	
Antonio Cobas	Carolyn Gripp	Aliyah Reid	
Christine Sullivan			

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 January 17, 2024** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member	X		X					3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5
6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President		X	X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-116

RESOLUTION APPROVING THE SUPERINTENDENT'S RECOMMENDATIONS FOR CERTAIN 2023-2024 HOURLY POSITIONS FOR THE SPRINGFIELD TOWNSHIP SCHOOL DISTRICT

WHEREAS, the Superintendent has identified the need for the below hourly positions for the 2023-2024 school year and recommends approval to the Board of Education:

1. Appointment of AM Bus Aides

Employee	Time / Duration	Rate
Evi Fennessy	AM route - 45 minutes	\$22 per hour

2. Appointment of PM Bus Aides

Employee	Time / Duration	Rate
Christine Craparotta	PM route - 45 minutes	\$22 per hour

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the hourly 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 January 17, 2024** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member	X		X					3
4	Mrs. Mancini, Board Member			X					4
5	Mr. Pantano, Board Member			X					5

6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President		X	X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, Board President			X					9

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

CURRICULUM & TECHNOLOGY

Craig Vaughn, Superintendent

None

POLICIES & PROCEDURES

Craig Vaughn, Superintendent

None

FACILITIES, SECURITY, & TRANSPORTATION

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #23/24-RM-017-117

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 **DECEMBER 2023**:

Date / Time	Dec 8, 2023 / 10:45 AM	Dec 19, 2023 / 2:40 PM
Type of Drill	Fire Drill	Bomb Threat (non-evacuation)
Duration of Drill	2:27	8:03
Weather Conditions	Sunny *52	Cloudy 40's
Participants	Staff/Students	Staff / Students

Drill Supervisor	Craig Vaughn	C. Vaughn
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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 January 17, 2024** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member			X					3
4	Mrs. Mancini, Board Member	X		X					4
5	Mr. Pantano, Board Member			X					5
6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President		X	X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-118

**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	2/9/2024	3:30 PM - 8:00 PM	Someone Special Dance	Gymnasium

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 January 17, 2024** in **Room 14**.

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

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

BOARD FORUM

Christian Dieker, Board President

- **UNFINISHED BUSINESS**
- **NEW BUSINESS**
 - 2024-25 District Calendar

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

Craig Vaughn, Superintendent

None

EXECUTIVE SESSION

A motion was made by Mr. Hale, seconded by Mrs. Mancini to enter Executive Session at 7:49pm to discuss terms and conditions of employment/personnel matters. The motion was carried by voice vote. All in favor.

A motion was made by Mr. Hale, seconded by Mr. Pantano to adjourn Closed Executive Session at 8:12pm. The motion was carried by voice vote. All in favor.

PERSONNEL & NEGOTIATIONS

Craig Vaughn, Superintendent

TOWNSHIP OF SPRINGFIELD BOARD OF EDUCATION

RESOLUTION #23/24-RM-017-120

RESOLUTION AUTHORIZING THE PRESIDENT AND THE SECRETARY TO THE BOARD TO EXECUTE A PROFESSIONAL SERVICES CONTRACT FOR AN INTER-LOCAL SERVICES AGREEMENT BETWEEN THE BOARD OF EDUCATION OF THE EASTAMPTON SCHOOL DISTRICT AND THE BOARD OF EDUCATION OF SPRINGFIELD TOWNSHIP

WHEREAS, this agreement is effective the 1st day of February, 2024, between the Board of Education of the Eastampton School District, a body corporate of the State of New Jersey, having its principal offices located at 1 Student Drive, Burlington County, State of New Jersey, (hereinafter referred to as "Eastampton") and the Board of Education of Springfield Township, Jacksonville-Jobstown Road, Jobstown, Burlington County, State of New Jersey (hereinafter referred to as "Springfield"); and

WHEREAS, the Parties desire to enter into this Agreement pursuant to the provisions of the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq. and N.J.A.C. 6A:23-1.1, et seq.; and

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. and N.J.A.C. 6A:23-1.1 et seq. authorizes local school districts to enter into a contract with each other to subcontract any service which the parties to an agreement are empowered to render within its own jurisdiction; and

WHEREAS, Springfield is in a position to provide Educational Facilities Manager services to Eastampton; and

WHEREAS, these Educational Facilities Manager services will be provided by Springfield to Eastampton and it is the parties intention to memorialize this arrangement by entering into this Shared Services Agreement and to establish the services being provided and the payments to be made by the parties hereto for said services; and

WHEREAS, by Springfield providing these services to Eastampton, cost savings will be effectuated; and

WHEREAS, the parties hereto deem it appropriate to and desire to enter into formal Shared Services Agreement for the providing of such services and the payment therefore by the respective parties; and

WHEREAS, in consideration of the mutual terms, conditions and covenants herein, it is agreed by and between the parties as follows:

A. Springfield's Responsibilities and Obligations

1. Springfield will provide on-site Educational Facilities Manager Services to Eastampton by providing one certified Educational Facilities Manager for a period of up to two days per week, February 1, 2024 through June 30, 2025.
2. Educational Facilities Manager services shall be based upon the length of day currently specified by the agreement between the Educational Facilities Manager for the Springfield Township School District and the Springfield Township Board of Education (8 hours per day for the current negotiated contract).
3. In collaboration Eastampton and Springfield will develop a schedule outlining when Educational Facilities Manager services will be provided; this schedule shall provide two fixed days or the equivalent thereof (sixteen (16) hours) per week with additional days available in response to the needs of the Eastampton district. Any additional days shall be mutually agreed upon by both district in advance when possible, and shall be billed at the calculated per diem cost.
4. Springfield shall provide a monthly invoice to Eastampton based upon the submission of completed, verified (via signature by Eastampton administration) timesheets.

B. Eastampton Responsibilities and Obligations

1. Eastampton shall pay Springfield the costs for the services provided, as estimated in the chart attached hereto and identified as Schedule "A," on a monthly basis. Payment shall be based upon the submission of completed, verified (via signature by Eastampton administration) timesheets.
2. The parties recognize and agree that the compensation calculations and estimated cost projections outlined in Schedule "A" are reasonable and necessary for the services being provided by Springfield and may be subject to change depending upon an increase or decrease in the total number of days serviced and salary advancements.

C. Miscellaneous

1. If any clause, sentence, paragraph, section or part of this Agreement is determined to be invalid by a Court of competent jurisdiction then such judgment shall not affect, impair or invalidate the remainder thereof but shall be limited to clause, sentence, paragraph, section or part thereof.

2. Failure of any party to either provide services or make payments as called for in this Agreement shall give the other party the right to cancel this Agreement upon sixty (60) days written notice of such default and the failure of the *party* to procure the same within ten (10) days of receipt of said notice.

SCHEDULE "A"

EDUCATIONAL FACILITIES MANAGER COMPENSATION

DESCRIPTION	COMPENSATION – 2023-2024
BASE SALARY	\$64,375
MEDICAL BENEFITS	\$11,340
PRESCRIPTION COVERAGE	\$2,535.12
DENTAL BENEFITS	\$616.44
SHARED SERVICES STIPEND	\$10,000
TOTAL	\$88,866.56
LESS EMPLOYEE CONTRIBUTION FOR BENEFITS	- \$1,609.44
TOTAL VALUE OF COMPENSATION	\$87,257.12

ESTIMATED COST PROJECTION

SCHOOL DISTRICT	2023-2024 COST
Eastampton	Per diem = \$363.57 (\$87,257.12 / 240)
	Estimated total cost - \$87,257.12 X 40% = \$34,902.85
	Estimated monthly invoice = \$2,908.57

D. Notice

1. Any notice required under this Agreement shall be in writing, sent by certified mail return receipt requested, to the respective parties at the addresses indicated below:

In the case of Springfield:

Springfield Township School District
2146 Jacksonville-Jobstown Road Jobstown, NJ 08041
Attn: Craig Vaughn

In the case of Eastampton:
Eastampton Township School District
1 Student Drive
Eastampton, NJ 08060
Attn: Ashlee Caldwell

2. This Agreement constitutes the entire understanding of the parties with respect to the matters contemplated and dealt with hereby. Any modifications or changes hereto shall be in writing and signed by both parties.
3. If any provision or part of this Agreement shall be deemed to be unlawful or invalid for any reason, only such provisions or part(s) shall be eliminated and the remaining provisions or parts hereof shall remain valid and binding upon the parties.
4. This Agreement shall be governed by and construed in accordance with the applicable laws of the State of New Jersey.
5. Any disputes under the terms of this Agreement shall be submitted to the Executive County Superintendent and/or Business Administrator for mediation.

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 an inter-local services agreement with the Board of Education of the Eastampton School District.

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 January 17, 2024** in **Room 14**.

	Board of Education Member	Mtn	Snd	Yea	Nay	Abn	Abs	Nvt*	
1	Mrs. Donahue, Board Member			X					1
2	Mrs. Drum, Board Member			X					2
3	Mr. Hale, Board Member	X		X					3
4	Mrs. Mancini, Board Member		X	X					4
5	Mr. Pantano, Board Member			X					5
6	Mrs. Rincon, Board Member						X		6
7	Mr. Roberson, Board Vice President			X					7
8	Mrs. Wainwright, Board Member			X					8
9	Mr. Dieker, 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 #23/24-RM-017-121

RESOLUTION APPROVING PERSONNEL FOR A SHARED SERVICES POSITION AND AUTHORIZING A STIPEND AMOUNT

WHEREAS, the Board of Education has approved a shared services agreement for an Educational Facilities Manager between the Eastampton Township School District and the Springfield Township School District; and

WHEREAS, the requisite responsibilities of the shared services Educational Facilities Manager are such that a fixed stipend amount is recommended as compensation for the increased oversight and managerial workload therein; and

WHEREAS, the Superintendent recommends the following individual and stipend amount for the shared services Educational Facilities Manager position, effective February 1, 2024 through June 30, 2025:

NAME:	Matthew Carney
POSITION:	Educational Facilities Manager
POSITION CONTROL NUMBER:	AA-EFM001
ANNUAL STIPEND:	\$10,000
EFFECTIVE DATE:	February 1, 2024

NOW, THEREFORE, BE IT RESOLVED by the Township of Springfield Board of Education, County of Burlington, State of New Jersey, that the appointment of a shared services Educational Facilities Manager and authorization for a stipend amount, submitted upon the recommendation of the Superintendent of Schools, 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 January 17, 2024** in **Room 14**.

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

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

ADJOURNMENT

Christian Dieker, Board President

Seeing no further action to come before the Board of Education, President Dieker requested a motion to adjourn at 8:13 PM.

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

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

January 2024 Violence, Vandalism, & HIB Presentation For Reporting Period #1 (July 1, 2023 - Dec. 31, 2023)

*Craig Vaughn, Superintendent / Principal
Springfield Township School District*

Requirements of the Report

Pursuant to N.J.S.A. 18A:17-46,
two times each school year:

At a public hearing, the superintendent of schools shall report to the board of education all acts of violence, vandalism, and harassment, intimidation, or bullying which occurred during the previous reporting period. *The report is based on the acts that require reporting through the Student Safety Data System (SSDS) .*

NJ DOE Dictates What is Mandatory to Report as per State Definition

In-House Reporting vs. SSDS Reporting

All violations of the Student Code of Conduct that are substantiated via investigation with proper due process are reported into the Discipline Log of our Student Information System, Genesis.

In the event a substantiated violation of the Student Code of Conduct meets an [Incident Definition](#) then it must be reported to the NJDOE via SSDS.

Reporting Categories

Violence

- Assault
- Criminal Threat
- Extortion
- Fight
- Threat
- Kidnapping
- Robbery
- Sex Offense

Vandalism

- Arson
- Bomb Threat
- Burglary
- Damage to Property
- Fake Bomb
- Fire Alarm
- Fireworks Offense
- Theft
- Trespassing

Substance Abuse

- Use Confirmed
- Possession
- Sale / Distribution

Reporting Categories continued...

Weapons

- Any instrument readily capable of lethal use or of inflicting bodily injury
- Used in Offense
- Sale / Distribution
- A toy gun is no longer considered a weapon; however, an imitation firearm (an object that looks like a real handgun but cannot be fired or converted to a handgun) would be reported

Weapons Possession

- Handgun
- Rifle
- Air Gun, Pellet Gun, BB Gun
- Imitation Firearm (not a toy gun)
- Bomb - Exploded
- Bomb - Unexploded
- Knife, Blade, Razor, Scissors, Box Cutter
- Pin, Sharp Pen/Pencil
- Chain, Club, Brass Knuckles
- Spray

HIB

Under New Jersey law, "harassment, intimidation, or bullying" means any gesture, any written, verbal or physical act or any electronic communication, whether it is a single incident or a series of incidents, that is:

1	Reasonably perceived as being motivated by either 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...
2	Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3, that substantially disrupts or interferes with the orderly operation of the school or the rights of other pupils...
3	A reasonable person should know under the circumstances will have the effect of physically or emotionally harming a pupil or damaging the pupil's property, or placing a pupil 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 pupil or group of pupils...
4	Creates a hostile educational environment for the pupil by interfering with a pupil's education or by severely or pervasively causing physical or emotional harm to the pupil...

All (4) prongs of the criteria must be met for an HIB policy violation

Conflict vs. HIB*

Conflict

- “Mutually” competitive or opposing action or engagement
- Includes disagreements, arguments, and fights
- A normal part of growing up and of life

HIB

- HIB is one-sided
- One or more students are victims of one or more person’s aggression, as it applies to the HIB definition under the ABR
- The intent is to physically or emotionally hurt someone

*source - NJDOE

HIB Investigations - Reporting Period 1

Case #	Incident Date	Status	Nature of Incident	Investigator	Discipline Imposed	Remedial Measures, Training, Programs Implemented	Evidence of HIB (Y / N)
2324.01	9/14/23	Closed	Bullying	R. Schweitzer	Lunch/Recess Detention (2)	Peer Mediation	Y
2324.02	11/22/23	Closed	Bullying	R. Schweitzer	NA	Peer mediation; Parent Consultation	N
2324.03	12/18/23	Closed	Bullying	R. Schweitzer	NA	NA	N

2023-24 Reporting Period 1 (July 1 - December 31, 2023)

Incident Category	Incident Detail
Violence	Threat (3); Assault (1)
Vandalism	Damage to School Property
Substance Abuse	N/A
Weapon	N/A
HIB (alleged)	Bullying
HIB (confirmed)	Bullying
Category Totals 2023-24 Report Period #1	
Violence	4
Vandalism	1
Substance Abuse	0
Weapon	0
HIB (alleged)	3
HIB (confirmed)	1

Review of SSDS reporting

	15-16	16-17	17-18	18-19	19-20	20-21	21-22	22-23	23-24
Violence	1	1	1	0	1	0	1	4	4
Vandalism	0	0	0	0	0	0	2	0	1
Weapons	1	0	0	0	0	0	0	0	0
Substance	0	0	0	0	0	0	0	0	0
HIB (confirmed)	1	1	1	0	1	0	3	3	1

*Thank you and if you have any questions
regarding this presentation please do not
hesitate to contact me at:
cvaughn@springfieldschool.org*

*This presentation will also be available on
the district site after this evening's
Board of Education meeting.*